



MEETING AGENDA

Village Council

Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed
Commissioner James Pavlatos

REVISED 11/6/2020

Monday, November 9, 2020

7:30 PM

Kaptur Administrative Center

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **PLEDGE OF ALLEGIANCE**
- 4) **APPROVAL OF MINUTES**
 - A. Regular Council meeting of October 12, 2020
- 5) **RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS**
 - A. To recognize David Lencioni and Jack Martin for their years of service on the Zoning Board of Appeals (ZBA)
 - B. To recognize Dr. James Pavlatos as Senior Citizen of the Year 2020.
 - C. Village of Palos Park Fiscal Year 2020 Audit Presentation by Lauterbach & Amen, LLP
- 6) **HEARINGS**
- 7) **CONSENT AGENDA**

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately

 - A. To pass a Resolution modifying the Intergovernmental Agreement with Cook County for Coronavirus Relief Funds received under the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). The Village's initial allocable share was \$168,866.08. Cook County is now making additional funds available to suburban units of local government. The Village's share of additional funds is \$12,000, bringing the Village's total allocable share to 180,866.08
 - B. To ratify payment of invoices on the Warrant List dated October 26, 2020 in the amount of \$114,412.38

C. To approve payment of invoices on the Warrant List dated November 9, 2020 in the amount of \$238,179.06

D. To approve the Supplemental Warrant List dated November 9, 2020 for manual checks, payroll, and recurring wire transfers in the amount of \$432,511.12

8) OLD BUSINESS

9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS

A. To consider an Ordinance approving Zubek's resubdivision 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park. The Ordinance states the three (3) lot resubdivision, at the addresses stated, be approved with the condition that structures currently existing on the property that is being resubdivided be demolished prior to recordation of the Plat of Resubdivision

B. To consider an Ordinance amending Part Twelve, Title Six, Chapter 1264, Section 1264.04, Variances, of the Palos Park Village Code in regard to Accessory Building Location Variations. The Ordinance would permit an accessory building to be constructed beyond the front building line of the principal building, subject to the location of said accessory building being otherwise in compliance with Section 1286.06(a)(6) of this Code

C. To consider an Ordinance amending Part Twelve, Title Six, Chapter 1268, Section 1268.02(f) of the Palos Park Village Code in regard to Side Yard Setbacks in the R-1-A One-Family Dwelling District. The Ordinance would reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of way

10) INFORMATION & UPDATES

A. Public Works and Streets, Recreation Report

1. To approve a proposal from Heat Engineering for maintenance of the HVAC systems in Village owned buildings in the amount of \$5,539.00

2. To approve a proposal from Baxter & Woodman in the amount of \$15,000.00 to complete the Risk and Resiliency Assessment and Emergency Response Plan for the Village water system

B. Building and Public Property Report

1. Building Department Report

2. Review and Discussion of Section 1020.02 of the Municipal Code Regarding Vacation of Undeveloped Village Right of Way

C. Public Health and Safety Report

1. Police Activity Report

D. Accounts and Finances Report

E. Mayor's Report

F. Clerk's Report

G. Manager's Report

1. To pass a Resolution to change/update the Village of Palos Park's Manual of Personnel Policies. The Resolution states that due to the Covid-19 pandemic in calendar year 2020, all non-union employees who earn vacation time, may carry over 35 additional hours (70 hours of vacation time in total) under the approval of the Village Manager. This would only apply to earned, but unused vacation time from calendar year 2020

11) ANNOUNCEMENTS

12) CITIZENS AND VISITORS COMMENT PERIOD

13) ADJOURNMENT OF REGULAR MEETING

MINUTES OF THE BOARD OF COMMISSIONERS' MEETING

HELD ON OCTOBER 12, 2020

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, October 12, 2020. Mayor Mahoney called the meeting to order at 7:30 p.m. Answering to roll call were Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney.

Also in attendance were Marie Arrigoni, Village Clerk; Rick Boehm, Village Manager; Tom Bayer, Village Attorney; Howard Jablecki, Assistant Village Attorney; Joe Miller, Police Chief; Michael Sibrava, Public Works Director; Allen Altic, Finance Director; Kathie May, Community Development Coordinator; and Lisa Boyle, Deputy Clerk.

APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON September 28, 2020: Commissioner Polk moved, seconded by Commissioner Milovich-Walters, to approve the minutes of the Regular Council Meeting held on September 28, 2020 as presented.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Polk, Milovich-Walters, Reed, and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

ABSTAIN -1- Commissioner Pavlatos

RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

HEARINGS: None

CONSENT AGENDA

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk to:

- A. approve the Intergovernmental Agreement for the Provision of Environmental Health Inspectional Services (Palos Park restaurant inspections) for the time period of December 1, 2020 through November 30, 2021 at a cost of \$100 per inspection.
- B. adopt an Ordinance declaring certain personal property owned by the Village as surplus and authorizing the sale of same. The ordinance states the Village has a 2008 Ford Crown Vic which is undrivable and stripped of any usable parts. The best interest of the Village would be served by the sale of the same to the junk yard.
- C. adopt an Ordinance amending Part Four, Title Two, Chapter 428, Sections 428.04, 428.05, 428.06 of the Palos Park Village Code in regard to Seizure & Impoundment of Motor Vehicles. The Ordinance states to amend the impound fee from the 2012 amount of \$150 to \$300.
- D. approve payment of invoices on the Warrant List dated October 12, 2020 in the amount of \$91,988.97

E. approve the Supplemental Warrant List dated October 12, 2020 for manual checks, payroll, and recurring wire transfers in the amount of \$128,150.16

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

OLD BUSINESS: None

BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS:

INFORMATION & UPDATES:

COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, NICOLE MILOVICH-WALTERS:

ORDINANCE AMENDING CERTAIN PROVISIONS OF THE LONG TERM WATER SALE, PURCHASE AND SERVICE AGREEMENT BY AN AMONG THE VILLAGE OF OAK LAWN, COOK COUNTY, ILLINOIS, AND OTHER MUNICIPALITIES AND AUTHORIZING THE EXECUTION AND DELIVERY OF SAID AMENDMENT: The Regional Water System members have discussed the need to update the agreement as a First Amendment document to reflect the amendments to the Asset Management and Asset Management Program; a change in the construction of Orland park Spur and a cost shift to that community; a change in design and cost to Palos Hills for its system connection; realignment of the Transmission Main with a cost shift to Orland park: and other changes. A cost increase of the entire project from \$216M in 2017 to 238M currently. The price increase for the system has been due to regulatory costs, cost escalation, scope changes, and lack of competitive bidding on some items including boring under the Cal Sag Channel. In addition, Exhibit O is a Financing Plan using IEPA Loans and other Bonds. Also Exhibit P which documents the existing Mutual Cooperation Process that has developed over the past few years with the Regional Water System members.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to approve Ordinance 2020-22 An Ordinance of the Village of Palos Park, Cook County, Illinois, Amending Certain Provisions of the Long Term Water Sale, Purchase and Service Agreement by and among the Village of Oak Lawn, Cook County, Illinois, and other Municipalities and authorizing the execution and delivery of said Amendment.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

POLICE DEPARTMENT VEHICLE: The Palos Park Police department has been presented an opportunity to purchase a used 2017 Chevy Tahoe from the Palos Heights Police Department for \$20,000.00. The vehicle has 53,000 miles on it and includes emergency lighting and the center console. This Tahoe will replace the 2010 Tahoe previously bought from Palos Heights in the police rotation.

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to waive the bidding process and purchase a used 2017 Chevy Tahoe Police Model from Palos Heights for a price of \$20,000.00.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

Commissioner Milovich-Walters reported that the final chipper service is November 2, 2020 and yard waste will be picked up along with your weekly garbage through the end of November. Also, a limited amount of wood chips will be available during the November chipping week.

COMMISSIONER OF BUILDING & PUBLIC PROPERTY, G. DARRYL REED:

CONTRACTORS WARRANTY: Commissioner Reed reminded residents when signing a contract with a contractor to perform work on their home, it is important to ask for a general basic warranty of quality. In the event that problems occur after the work is done, the homeowner will have assurance that the contractor will make all necessary repairs.

BUILDING DEPARTMENT REPORT: Commissioner Reed reported the Building Department processed nineteen (19) permits from September 23 – October 7, 2020 resulting in \$21,297.70 in permit fees. Sixteen (16) inspections were completed during this time period.

COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:

POLICE ACTIVITY REPORT: Commissioner Polk reported the Police Department received 1,582 calls for service from September 28, 2020 through October 11, 2020. Palos Park Police also issued 34 adjudication tickets, 18 traffic tickets, 18 written warnings, 20 verbal warnings, completed 17 case reports, arrested 5 adult, 0 juveniles, 3 impounds, 12 senior checks, 23 citizen assists. Community contact hours are ongoing.

HALLOWEEN GUIDELINES: Commissioner Polk presented guidelines for upcoming Halloween plans. Wearing cloth masks, social distancing and hand washing should be practiced by both the “treater” and the “tricker”. Also, children should travel in small groups, preferably less than six and not linger on porches or paths, be accompanied by an adult who can remind them to wear their cloth masks as well as sanitize between touches. While the Village of Palos Park traditionally has not set hours for trick-or-treating, please be aware that sunset on October 31st is at 5:45 PM.

COMMISSIONER OF ACCOUNTS AND FINANCES, JAMES PAVLATOS: Commissioner Pavlatos had no formal report this evening.

MAYOR’S REPORT: Mayor Mahoney had no formal report this evening.

CLERK’S REPORT: Clerk Arrigoni had no formal report this evening.

MANAGER’S REPORT: Manager Boehm presented an agreement for Land Acquisition Consulting Services for the McCarthy road Watermain Extension Project with Matthewson Right Of Way Company. The Village has identified a cost-effective route by which a 16” watermain could be extended from its current location along McCarthy Road just west of Will-Cook Road, to an area west of Bell Road to serve the Western Growth Area properties. There are four identified parcels in which easements would be needed. Mark Matthewson of Matthewson Right Of Way Company was contacted to assist with the easement acquisition. Mark is an expert in these types of acquisitions, including condemnation work. The quote provided by MROWCO is for a not to exceed fee of \$29,000, this includes obtaining title commitments for the parcels, necessary appraisal work, negotiating services and closing services.

Monies for easement acquisition, and acquisition consulting services may be taken from the Village's Water Fund

Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to approve executing an agreement for land consulting services for the McCarthy Road Watermain Extension Project with Matthewson Right Of Way Company at a cost not to exceed \$29,000.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

CITIZENS AND VISITORS COMMENT PERIOD: Commissioner Polk commented as a citizen thanking the Shrimp House on their successful First Responder Fundraiser that was held the first weekend of October.

Commissioner Reed commented as a citizen thanking Commissioner Polk for his medical and safety advice regarding Covid 19 precautions and guidelines.

ADJOURNMENT OF REGULAR COUNCIL MEETING: There being no further business, Commissioner Milovich-Walters moved, seconded by Commissioner Polk, to adjourn the meeting at 7:52 p.m.

On the call of the roll, the vote was as follows:

AYES: -5- Commissioners Milovich-Walters, Polk, Reed, Pavlatos and Mayor Mahoney

NAYS: -0-

ABSENT: -0-

Respectfully submitted,

Lisa M. Boyle
Deputy Village Clerk

Recognition of David Lencioni and Jack Martin

The role of our residents is important to the function of local government. Resident volunteers fill a variety of roles on various committees, boards and commissions, that are mostly advisory in nature to the Village Council.

The Zoning Board of Appeals (ZBA) consists of seven members that serve a 5-year term and hear requests from and review any order, requirement, decision or determination made by the Building Commissioner. The ZBA considers appeal requests at a public hearing and make recommendations to the Village Council, who shall approve or deny the request. The ZBA also hears requests from property owners within the Village to vary the strict Code requirements for structures placed on a property.

Tonight, I would like to recognize the service of two outstanding, long-time, members of the Zoning Board of Appeals. Both of these gentlemen have served our community with distinction. Both have recently resigned to spend more time with family.

- David Lencioni—Dave has served as Chairman of the Zoning Board of Appeals since 1995.
- Jack Martin—Jack has also been a member of the Zoning Board of Appeals since 1995.

On behalf of the Village of Palos Park, we appreciate your dedication and exceptional service to the residents of the Village of Palos Park.

Thank you.

RECOGNITION OF SENIOR CITIZEN OF THE YEAR, DR. JAMES PAVLATOS

At this time, I would like to congratulate Commissioner James Pavlatos. On October 6, 2020, Congressman Dan Lipiniski recognized Commissioner Pavlatos as the 2020 Senior Citizen of the Year. I was honored to attend the ceremony with Jim, his wife D, and his children, as he was bestowed this honor.

Jim was born in Chicago. He attended Lake Forest College and Loyola Dental School. He enjoyed a successful dental practice in Palos Heights, specializing in dental implants. He and his wife, Diann, move to Palos Park in 1976. They were attracted to the beauty and serenity, as well as the excellent schools and the active community life that Palos offered. They raised a daughter and son and now enjoy the blessing of six wonderful grandchildren.

Jim Pavlatos has served as my elected colleague on the Village Council in Palos Park for many years. But more than anything else, he is an inspiration, he is a mentor, a guide and my close friend.

Jim has served tirelessly and effortlessly his entire life and I am truly grateful for all that he has done for me and our community.

Congratulations Jim, this is a well-deserved honor.



VILLAGE COUNCIL
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Adopt a resolution to amend the intergovernmental agreement with Cook County for participation in the County's allocation of Coronavirus Relief Funds received under the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act").

BACKGROUND AND DISCUSSION:

On August 10, 2020, Village Council approved Resolution 2020-R-11 to enter into an intergovernmental agreement with Cook County for Coronavirus Relief Funds. Cook County received approximately \$429 million of Coronavirus Relief Funds from the United States Treasury under the CARES Act, of which \$51 million was allocated to suburban units of local government to reimburse them for direct expenses related to COVID-19. The Village's initial allocable share was \$168,866.08. Cook County is now making additional funds available to suburban units of local government. The Village's share of the additional funds is \$12,000, bringing the Village's total allocable share to \$180,866.08. Cook County requires the signing of amendment no. 1 to the intergovernmental agreement prior to release funds for direct expenses to the Village.

STAFF RECOMMENDATION:

Staff recommends that Council authorize the adoption of the resolution to modify the intergovernmental agreement with Cook County for Coronavirus Relief Funds.

RECOMMENDED MOTION:

I move to approve Resolution 2020-R-12, titled "A resolution approving amendment no. 1 to modify the intergovernmental agreement with Cook County for Coronavirus Relief Funds."

RESOLUTION NO. 2020-R-12

A RESOLUTION APPROVING AMENDMENT NO. 1 TO MODIFY THE INTERGOVERNMENTAL AGREEMENT WITH COOK COUNTY FOR CORONAVIRUS RELIEF FUNDS

WHEREAS, the Village of Palos Park has incurred necessary expenditures due to the COVID-19 National Public Health Emergency that were not anticipated or budgeted for at the onset of the outbreak; and

WHEREAS, the President of the United States signed into law on March 27, 2020 the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”); and

WHEREAS, the CARES Act established the Coronavirus Relief Fund to provide aid to certain eligible local governments to address necessary expenditures as a result of the COVID-19 outbreak; and

WHEREAS, Cook County is an eligible recipient of aid from the Coronavirus Relief Fund under the CARES Act and has developed a formula to allocate of portion of the aid received to units of local government located within Cook County in order to address the financial burden of increases expenditures due to the COVID-19 National Public Health Emergency; and

WHEREAS, Cook County will reimburse local governments for expenses that meet certain criteria such as were necessary due to the COVID-19 National Public Health Emergency; not budgeted as of March 27, 2020; and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, the Village and Cook County have already entered into an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds on August 10, 2020; and

WHEREAS, Cook County has made available additional funds to local governments located within Cook County; and

WHEREAS, in order to receive the additional funds made available, Cook County requires that the Village of Palos Park amend the Intergovernmental Agreement for Coronavirus Relief Funds;

NOW, THEREFORE, BE IT RESOVLED BY THE VILLAGE COUNCIL OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS AS FOLLOWS:

Section 1. The Village Council of the Village of Palos Park hereby approve Amendment No.1 to modify the Intergovernmental Agreement, Exhibit A, between the Village of Palos Park and Cook County.

Section 2. The Village Mayor, or his designee, is hereby authorized to sign and execute Amendment No. 1 to the Intergovernmental Agreement, Exhibit A, on behalf of the Village of Palos Park.

execute Amendment No. 1 to the Intergovernmental Agreement, Exhibit A, on behalf of the Village of Palos Park.

Section 3. All prior Resolutions and Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

Section 4. This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED on this 9th day of November, 2020 pursuant to roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 9th day of November, 2020.

John F Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Intergovernmental and Subrecipient Agreement
for Coronavirus Relief Funds

AMENDMENT NO. 1

This Amendment modifies the Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds by and between the County of Cook, Illinois, a body politic and corporate of the State of Illinois, through the Office of the Chief Financial Officer and Bureau of Finance (herein called "Cook County"), and Village of Palos Park (herein called "Subrecipient"). Cook County and Subrecipient shall sometimes be referred to herein individually as the "Party" and collectively as the "Parties."

RECITALS

WHEREAS, Cook County has received Coronavirus Relief Funds ("CRF") pursuant to the CARES Act, and in the spirit of intergovernmental cooperation has allocated \$51.4 Million in CRF to suburban municipalities and other units of local government in Cook County; and

WHEREAS, Cook County allocated CRF to suburban municipalities and other units of local government within the County based on Cook County's allocation model and understanding of local government needs; and

WHEREAS, Cook County and Subrecipient entered into an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds ("Agreement") on 8/10/2020 for a CRF allocation; and

WHEREAS, in some cases, the aggregate intergovernmental allocation of \$51.4 million has not been fully claimed and as a result, Cook County desires to amend the Agreement to increase the CRF allocation provided to the Subrecipient; and

WHEREAS, Section IV. H of the Agreement provides that the Agreement "may be amended at any time only by a written instrument signed by both Parties." Such amendments shall not invalidate the Agreement, nor relieve or release either Party from its obligations under the Agreement. "Cook County may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Parties."

Now, therefore in consideration of mutual covenants contained herein, it is agreed by and between the Parties to amend the Agreement as follows:

1. The Subaward Information provided on Page 1 of the Agreement is amended to increase

the amount of Federal Funds allocated to the Subrecipient by \$12,000 for a total amount of \$180866.08 allocated to the Subrecipient.

2. All other terms and conditions remain as stated in the Agreement

In witness whereof, Cook County and Subrecipient have caused this Amendment No. 1 to be executed on date and year last written below.

Village of Palos Park

COOK COUNTY, ILLINOIS

Signed:

Signed:

Its Duly Authorized Agent

Its Duly Authorized Agent

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR OCTOBER 26, 2020

THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING ACCOUNTS PAYABLE WARRANT AS STATED
BELOW, AND AUTHORIZE THE TREASURER TO FORWARD PAYMENT.

MAYOR JOHN F. MAHONEY SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

-- Village of Palos Park --
 DETAIL BOARD REPORT

DATE: 10/20/20
 TIME: 14:19:34
 ID: AP441000.WOW

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1ST00001	1ST AYD CORPORATION							
PSI403980	10/20/20	01	HAND SOAP, RLL TWLS, CLEANER	0127936711			10/26/20	225.32
							INVOICE TOTAL:	225.32
							VENDOR TOTAL:	225.32
ACC00002	ACCURINT							
1241214-20200930	10/20/20	01	CONTRACT FEE/AUG2020&9 PHONE	0122606990			10/26/20	34.50
							INVOICE TOTAL:	34.50
							VENDOR TOTAL:	34.50
ALT00004	ALTORFER INDUSTRIES, INC							
P35C0076739	10/15/20	01	TAG#20 SKID STEER RPR-ELEMENTS	0124606708			10/26/20	48.34
							INVOICE TOTAL:	48.34
P35C0076771	10/15/20	01	TAG#26 BACKHOE RPRS-FLTR,ELMNT	0124606708			10/26/20	179.94
							INVOICE TOTAL:	179.94
							VENDOR TOTAL:	228.28
ASS0004	ASSOCIATED TECHNICAL SERVICES							
33031	10/20/20	01	AFTR HRS LEAK LOC 8420 119 PL	5224606990			10/26/20	901.50
							INVOICE TOTAL:	901.50
							VENDOR TOTAL:	901.50
BAL00007	B ALLAN GRAPHICS							
95942	10/15/20	01	YARD SIGNS/TREE LIGHTNG& MARKET	0324707000			10/26/20	175.00
							INVOICE TOTAL:	175.00
							VENDOR TOTAL:	175.00
BIE00005	BI RENTAL							
104108-1	10/20/20	01	CLAY SPADE	0124606708			10/26/20	68.59
							INVOICE TOTAL:	68.59
							VENDOR TOTAL:	68.59

DATE: 10/20/20
 TIME: 14:19:34
 ID: AP441000.WOW

-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CIN00001			CINTAS					
4064082211	10/13/20	02	UNIFORM RNTL W/E 10/12/20	5224707300			10/26/20	51.13
		03	UNIFORM RNTL W/E 10/12/20	0124707300				86.40
							INVOICE TOTAL:	146.08
4064737612	10/20/20	01	MATS, TOWELS	0124606990			10/26/20	68.79
		02	UNIFORM RNTL W/E 10/19/20	5224707300				51.13
		03	UNIFORM RNTL W/E 10/19/20	0124707300				86.40
							INVOICE TOTAL:	206.32
							VENDOR TOTAL:	352.40
COM00017			COM ED					
200930	10/20/20	01	ELECTRIC SERVICE 8/27-9/28/20	0130606990			10/26/20	99.40
							INVOICE TOTAL:	99.40
							VENDOR TOTAL:	99.40
COO0001			G COOPER OIL COMPANY INC					
33568	10/20/20	01	55 GAL DRUM HERCULINE 5W30	5224606700			10/26/20	185.46
		02	55 GAL DRUM HERCULINE 5W30	0124606700				185.46
							INVOICE TOTAL:	370.92
766041	10/20/20	01	27% DIESEL FUEL 750 GALS	5224707080			10/26/20	404.22
		02	13% DIESEL FUEL 750 GALS	5124707080				194.62
		03	60% DIESEL FUEL 750 GALS	0124707080				898.27
							INVOICE TOTAL:	1,497.11
							VENDOR TOTAL:	1,868.03
COO0019			COOK COUNTY SHERIFF'S POLICE					
JUNEJULXAUG2020-PALO	10/20/20	01	DISPATCH/JUNE, JULY AUGUST2020	0122606800			10/26/20	21,816.43
							INVOICE TOTAL:	21,816.43
							VENDOR TOTAL:	21,816.43
COO014			COOK COUNTY TREASURER					

DATE: 10/20/20
 TIME: 14:19:34
 ID: AP441000.WOW

-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	INVOICE ITEM	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
C00014 COOK COUNTY TREASURER								
2020-3	10/13/20	01	SNDRG TRFC SGNL	07/01-09/30	0124606731			
							10/26/20	417.75
							INVOICE TOTAL:	417.75
							VENDOR TOTAL:	417.75
CST00001 CS TURF								
20-207	10/20/20	01	AERIFY, RE-SEED, FRTLZ, SPRAY	0127976990				
							10/26/20	3,500.00
							INVOICE TOTAL:	3,500.00
							VENDOR TOTAL:	3,500.00
CUR00003 CURALINC, LLC								
13169	10/13/20	01	APRIL-JUNE2020 EMPLOYEE ASSIST	0120505340				28.89
		02	APRIL-JUNE2020 EMPLOYEE ASSIST	0122505340			10/26/20	88.75
		03	APRIL-JUNE2020 EMPLOYEE ASSIST	0124505340				22.70
		04	APRIL-JUNE2020 EMPLOYEE ASSIST	0125505340				20.64
		05	APRIL-JUNE2020 EMPLOYEE ASSSIS	0126505340				12.38
		06	APRIL-JUNE2020 EMPLOYEE ASSIST	0129505340				12.38
		07	APRIL-JUNE2020 EMPLOYEE ASSIST	5124505340				10.33
		08	APRIL-JUNE2020 EMPLOYEE ASSIST	5224505340				10.33
							INVOICE TOTAL:	206.40
14187								
	10/13/20	01	JULY-SEP2020 EMPLOYEE ASSIST	0120505340				28.89
		02	JUL-SEP2020 EMPLOYEE ASSIST	0122505340			10/26/20	88.75
		03	JUL-SEP2020 EMPLOYEE ASSIST	0124505340				22.70
		04	JUL-SEP2020 EMPLOYEE ASSIST	0125505340				20.64
		05	JUL-SEP2020 EMPLOYEE ASSIST	0126505340				12.38
		06	JUL-SEP2020 EMPLOYEE ASSIST	0129505340				12.38
		07	JUL-SEP2020 EMPLOYEE ASSIST	5124505340				10.33
		08	JUL-SEP2020 EMPLOYEE ASSIST	5224505340				10.33
							INVOICE TOTAL:	206.40
							VENDOR TOTAL:	412.80

DAV00004 DAV-COM ELECTRIC, INC

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DAV00004			DAV-COM ELECTRIC, INC					
205435	10/15/20	01	RPLC GFI UNIT/ADMIN LUNCH ROOM	0127916712			10/26/20	273.00
			INVOICE TOTAL:					273.00
205436	10/15/20	01	LIGHT POLE RPR/REC-2 LIGHT LED	0127926710			10/26/20	558.00
			INVOICE TOTAL:					558.00
205437	10/15/20	01	RMV OLD&INSTL NEW LED/PUMP STA	5224606710			10/26/20	676.00
			INVOICE TOTAL:					676.00
205446	10/20/20	01	PUMP STATION EXT LIGHT REPAIR	5224606710			10/26/20	451.00
			INVOICE TOTAL:					451.00
			VENDOR TOTAL:					1,958.00
DYN00004			DYNEGY ENERGY SERVICES					
373517820101	10/20/20	01	METRA 8/27-9/27/20	5324606400			10/26/20	301.12
			INVOICE TOTAL:					301.12
373518520101	10/20/20	01	METRA 8/27-9/27/20	5324606400			10/26/20	33.69
			INVOICE TOTAL:					33.69
			VENDOR TOTAL:					334.81
EBE0001			PALOS ACE HARDWARE					
202196	10/20/20	01	TAG#1 TRUCK PARTS 1/2" CONDUIT	0124606700			10/26/20	3.59
			INVOICE TOTAL:					3.59
202227	10/20/20	01	POLICE DEPT PICTURE FRM HRDWR	0127916711			10/26/20	15.73
			INVOICE TOTAL:					15.73
212188	10/20/20	01	TAG#26 BACKHOE UNDRCTNG RUBBER	0124606708			10/26/20	7.19
			INVOICE TOTAL:					7.19
			VENDOR TOTAL:					26.51

FLE00001 FLEETPRIDE, INC.

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INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FLE00001			FLEETPRIDE, INC.					
61120599	10/20/20	01	TAG#1 TRUCK-2 LED BOX LAMPS	0124606700			10/26/20	82.00
							INVOICE TOTAL:	82.00
							VENDOR TOTAL:	82.00
FLO0001			FLOW-TECHNICS					
INV000008368	10/20/20	01	ROMIGA LS INSTALLATION, LABOR	5124606708			10/26/20	558.58
							INVOICE TOTAL:	558.58
							VENDOR TOTAL:	558.58
G&H00001			G & H IMPORT AUTO PARTS INC.					
802945	10/20/20	01	VEH#250 VLV CVR GASKET SET	0122606700			10/26/20	46.49
							INVOICE TOTAL:	46.49
803065	10/20/20	01	TAG#30-TRUCK BATTERY	0124606700			10/26/20	265.88
							INVOICE TOTAL:	265.88
							VENDOR TOTAL:	312.37
GAL0002			GALLS, LLC					
016642785	10/20/20	01	JACKET, BOOTS	0122707300			10/26/20	228.89
							INVOICE TOTAL:	228.89
							VENDOR TOTAL:	228.89
GAS0002			GASVODA & ASSOCIATES, INC					
INV2002110	10/15/20	01	PUMP STAT RPR-INDCTR,SCL,LBR	5224606708			10/26/20	3,398.47
							INVOICE TOTAL:	3,398.47
INV2002112	10/15/20	01	LMI PUMP RPR 9/30, 10/6, 10/7	5224606720			10/26/20	649.00
							INVOICE TOTAL:	649.00
							VENDOR TOTAL:	4,047.47
GEK00001			G.E. KLOOS MATERIAL CO.					

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G.E. KLOOS MATERIAL CO.								
S01125	10/13/20	01	60FT 12" HDPE PIE 3-20' LENGTH	2328848020			10/26/20	477.00
			INVOICE TOTAL:					477.00
			VENDOR TOTAL:					477.00
HAWKINS, INC.								
4806338	10/20/20	01	75 GALS AZONE 15, FRT, FRT CHR	5224606990			10/26/20	251.25
			INVOICE TOTAL:					251.25
			VENDOR TOTAL:					251.25
H & D MAINTENANCE INC								
0001507	10/13/20	01	SEALING OF VARIOUS DRIVEWAYS	5224707990			10/26/20	775.00
			INVOICE TOTAL:					775.00
			VENDOR TOTAL:					775.00
INGALLS OCCUPATIONAL HEALTH								
291703	10/20/20	01	PHYSICAL /SALOMAN GUZMAN	0122707920			10/26/20	142.00
			INVOICE TOTAL:					142.00
			VENDOR TOTAL:					142.00
INTERNATIONAL ASSOCIATION OF								
7212	10/20/20	01	VIRTUAL TRAINING EVENT & EXPO	0122606810			10/26/20	200.00
			INVOICE TOTAL:					200.00
			VENDOR TOTAL:					200.00
ITREES.COM								
3666	10/20/20	01	32 TREES-FALL PLANTING IN VILL	0100003050			10/26/20	13,705.00
			INVOICE TOTAL:					13,705.00
			VENDOR TOTAL:					13,705.00
KONICA MINOLTA BUSINESS								

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
KON00006 KONICA MINOLTA BUSINESS								
9007184318	10/20/20	01	STAFF OFFICE BXW COPIES	0126606990			10/26/20	8.88
		02	STAFF OFFICE COLOR COPIES	0126606990				51.24
		03	REGISTRATION OFFICE BXW COPIES	0126606990				7.81
		04	REGISTRATION OFFICE COLOR COPY	0126606990				59.10
			INVOICE TOTAL:					127.03
9007184319	10/20/20	01	STAFF OFFICE DIGITAL SUPPORT	0126606990			10/26/20	15.97
		02	RGSTRN OFFICE DIGITAL SUPPORT	0126606990				15.97
			INVOICE TOTAL:					31.94
			VENDOR TOTAL:					158.97
KON0005 KONICA MINOLTA BUSINESS SOL								
36389220	10/20/20	01	STAFF OFFICE INSURANCE	0126606990			10/26/20	7.30
		02	STAFF OFFICE PAYMENT DUE	0126606990				114.71
		03	REGISTRATION INSURANCE	0126606990				6.62
		04	REGISTRATION PAYMENT DUE	0126606990				104.11
			INVOICE TOTAL:					232.74
			VENDOR TOTAL:					232.74
LAU00003 LAUTERBACH & AMEN,LLP								
49624	10/20/20	01	GASB67/8 PENSION VALUATIONFY20	0129606560			10/26/20	2,475.00
		02	GASB74/5 OPEB VALUATIONFY20	0129606560				850.00
			INVOICE TOTAL:					3,325.00
			VENDOR TOTAL:					3,325.00
LEA00006 LEAF								
11102463	10/20/20	01	PW GARAGE PRINTER HP	0124606990			10/26/20	121.00
		02	MIKE SIBRAVA PRINTER HP	0124606990				120.91
		03	RICK BOEHM PRINTER HP	0120606990				120.91
		04	SALLY KINNEY PRINTER HP	0120606990				120.91
		05	MAIN ADMIN COPIER TOSHIBA	0120606990				120.91

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
LEA00006	LEAF							
111102463	10/20/20	06	COMMUNITY DEV COPIER TOSHIBA	0125606990			10/26/20	120.91
		07	POLICE MAIN TOSHIBA	0122606990				120.91
		08	CHRIS HUGHES PRINTER HP	0122606990				120.91
		09	CHIEF PRINTER HP	0122606990				120.91
		10	ROLL CALL ROOM PRINTER HP	0122606990				120.91
		11	JOHN SAWYER PRINTER HP	0122606990				120.91
		12	INVESTIGATIONS HP	0122606990				120.91
		13	RECREATION STAFF TOSHIBA	0126606990				120.91
		14	RECREATION MAIN HP	0126606990				120.91
		15	ADMINISTRATION	0120606990				1,813.74
							INVOICE TOTAL:	63.78
							INVOICE TOTAL:	63.78
							VENDOR TOTAL:	1,877.52
111102464	10/20/20	01	PATROL ROOM/OCTOBER 2020	0122606990			10/26/20	446.22
LEH00001	LEHIGH HANSON							411.87
5852933	10/20/20	01	23.12 TON BED/BACKFILL	5224606750			10/26/20	444.86
		02	21.34 TON BED/BACKFILL	5224606750				326.04
		03	23.05 TON 3" STONE	2328848020				326.18
		04	11.80 TON GRADE 8 STONE	2328848020				1,955.17
		05	22.81 TON GRADE 8 STONE	2328848020				1,955.17
							INVOICE TOTAL:	42.36
							INVOICE TOTAL:	42.36
NIC0001	NICOR GAS							
200929	10/20/20	01	METRA 8/28-9/26/20	5324606410			10/26/20	42.67
201001	10/20/20	01	GAS SERVICE 8/31-9/30/20	0130606990			10/26/20	42.67
201001A	10/20/20	01	PW GARAGE 8/31-10/01/20	0127936410			10/26/20	41.50
							INVOICE TOTAL:	41.50

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NIC0001			NICOR GAS					
201001B	10/20/20	01	8/31-9/30/20 12410 91ST ST	5124606410			10/26/20	39.28
							INVOICE TOTAL:	39.28
201005	10/13/20	01	KAPTUR 08/06-10/04/20	0127916410			10/26/20	261.34
							INVOICE TOTAL:	261.34
201005A	10/13/20	01	09/01-10/02/20 133 FOREST EDGE	5124606410			10/26/20	40.32
							INVOICE TOTAL:	40.32
201005B	10/13/20	01	09/01-10/01/20 12222 WILL COOK	5124606410			10/26/20	125.24
							INVOICE TOTAL:	125.24
201006	10/13/20	01	09/03-10/04/20 10057 125TH ST	5224606410			10/26/20	130.29
							INVOICE TOTAL:	130.29
201013	10/20/20	01	09/12-10/11/20 8201 RT83	5124606410			10/26/20	39.52
							INVOICE TOTAL:	39.52
							VENDOR TOTAL:	762.52
OFF00008			THE OFFICE CONNECTION					
739912-0	10/20/20	01	ENV,CLNDR,FLDRS,PAD,MAT,CUPS	0120707010			10/26/20	249.47
							INVOICE TOTAL:	249.47
740599-0	10/20/20	01	PLSTC FORKS, SWTNR, FLDRS,PLNR	0120707010			10/26/20	152.15
							INVOICE TOTAL:	152.15
							VENDOR TOTAL:	401.62
PIT00002			PIT STOP					
PS341905	10/20/20	01	CNCRFT ON GRN/WHSRMS, HND WASH	0132606002			10/26/20	400.00
							INVOICE TOTAL:	400.00
							VENDOR TOTAL:	400.00

PIZ00001 PIZZO AND ASSOCIATES, LTD

INVOICES DUE ON/BEFORE 10/26/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PIZZO AND ASSOCIATES, LTD								
23946	10/13/20	01	4TH GNRL STWRDSDP VISIT F/2020	5224606990			10/26/20	648.75
			INVOICE TOTAL:					648.75
			VENDOR TOTAL:					648.75
PRAXAIR DISTRIBUTION-963								
99165790	10/20/20	01	WELDING SUPPL, ARG-CO2 CYLNDRS	0124606708			10/26/20	52.20
			INVOICE TOTAL:					52.20
			VENDOR TOTAL:					52.20
QUILL CORPORATION								
11147714	10/20/20	01	PPR, SHRPE, 2 EXT HRD DRV, PST	0122707010			10/26/20	183.42
			INVOICE TOTAL:					183.42
11269920	10/20/20	01	TISSUES, WINDOW & YELLOW ENV	0122707010			10/26/20	76.89
			INVOICE TOTAL:					76.89
11283601	10/20/20	01	2 POSTER FRAMES	0122707010			10/26/20	71.56
			INVOICE TOTAL:					71.56
11346294	10/20/20	01	12 C , 32AAA, 24D BATTERIES	0122707010			10/26/20	119.95
			INVOICE TOTAL:					119.95
			VENDOR TOTAL:					451.82
RAY O'HERRON CO., INC.								
2056513-IN	10/20/20	01	U/A SAWYER 2 VELCRO NAME TAGS	0122707300		UA	10/26/20	30.00
			INVOICE TOTAL:					30.00
2056514-IN	10/20/20	01	U/A KOTSIANIS 3 PANTS, STAR	0122707300		UA	10/26/20	133.97
			INVOICE TOTAL:					133.97
			VENDOR TOTAL:					163.97

RED00001 RED WING BUSINESS ADVANTAGE

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
RED00001	RED WING BUSINESS ADVANTAGE							
28739	10/13/20	01	D. FOSTER BOOTS & ORTHOTIC	5224707300			10/26/20	234.88
			INVOICE TOTAL:					234.88
			VENDOR TOTAL:					234.88
REG00003	REGIONAL TRUCK EQUIPMENT							
206743	10/20/20	01	TAG#18 SNOW PLOW RPR PARTS	0124606708			10/26/20	494.70
			INVOICE TOTAL:					494.70
			VENDOR TOTAL:					494.70
REP00002	REPUBLIC SERVICES#721							
0721-006635116	10/20/20	01	RESIDENTIAL SERVICE \$20.28	5024606850			10/26/20	29,020.68
		02	REGULATORY CHARGE	5024606850				28.62
			INVOICE TOTAL:					29,049.30
			VENDOR TOTAL:					29,049.30
RIZ00001	JOE RIZZA							
425130	10/20/20	01	VEH#256-CL8Z3F818 A SENSOR-S	0122606700			10/26/20	198.20
			INVOICE TOTAL:					198.20
632728	10/20/20	01	VEH#263-WTR,PMP,BLT,BRCKT,SPPR	0122606700			10/26/20	242.42
			INVOICE TOTAL:					242.42
			VENDOR TOTAL:					440.62
RIZ00002	RIZZA							
99873	10/20/20	01	TAG#30-TRUCK 2 CABLES	0124606700			10/26/20	55.84
			INVOICE TOTAL:					55.84
			VENDOR TOTAL:					55.84
ROS0001	ROSCOE							
1668585	10/20/20	01	MATS/REC 10/07/20	0127926990			10/26/20	36.41
			INVOICE TOTAL:					36.41
			VENDOR TOTAL:					36.41

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
RUE00001			RUEKERT & MIELKE, INC.					
133675	10/13/20	01	PROFESSIONAL SRV 5/10-8/28/20	0124606990			10/26/20	283.00
							INVOICE TOTAL:	283.00
							VENDOR TOTAL:	283.00
SKY00003			SKYLINE RESTORATION INC CHI					
SI-22369	10/20/20	01	COVID-19 9/3/20 INFECTION CNTR	5224606990			10/26/20	816.55
							INVOICE TOTAL:	816.55
							VENDOR TOTAL:	816.55
SOC00002			SOCCER SHOTS					
1078	10/20/20	01	SOCCER SHOTS CLASSIC 201.41	0126606991			10/26/20	840.00
		02	SOCCER SHOTS MINI 131.41	0126606991				560.00
							INVOICE TOTAL:	1,400.00
							VENDOR TOTAL:	1,400.00
TOS00001			TOSCAS LAW GROUP					
201012	10/20/20	01	OCTOBER 2020 ADJUDICATION	0122606540			10/26/20	450.00
							INVOICE TOTAL:	450.00
							VENDOR TOTAL:	450.00
TRA0001			TRAFFIC CONTROL & PROTECTION					
105429	10/20/20	01	26" MANHOE RINGS, FREIGHT	2328848060			10/26/20	918.00
							INVOICE TOTAL:	918.00
							VENDOR TOTAL:	918.00
UTI00001			UTILITY SERVICE CO., INC.					
518563	10/13/20	01	123RD ST TANK OCT-DEC MAINT	5224606712			10/26/20	9,403.05
							INVOICE TOTAL:	9,403.05
							VENDOR TOTAL:	9,403.05

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INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
9863922074		10/20/20	01	MOBILE PHONE 9/2-10/1/20	5224707210			10/26/20	209.37
			02	MOBILE PHONE 9/2-10/1/20	5124707210				133.19
			03	MOBILE PHONE 9/2-10/1/20	0126707210				86.60
			04	MOBILE PHONE 9/2-10/1/20	0124707210				211.83
			05	MOBILE PHONE 9/2-10/1/20	0122707210				140.63
			06	COMMISSIONERS TABLETS 9/2-10/1	0121707990				216.06
			07	MAYOR TABLET 9/2-10/1/20	0120707990				36.01
			08	ADMINISTRATION 9/2-10/1/20	0120707210				42.41
									1,076.10
									1,076.10
									114,412.38

INVOICE TOTAL:
VENDOR TOTAL:

TOTAL ALL INVOICES:

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DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/26/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00	GENERAL FUND		
ITR00001	ITREES.COM	5,590.00	13,705.00
	GENERAL FUND		13,705.00
20	ADMINISTRATION DEPARTMENT		
CAL00001	CALL ONE	21,923.76	946.96
CUR00003	CURALINC, LLC	206.40	57.78
LEA00006	LEAF	9,411.07	483.64
OFF00008	THE OFFICE CONNECTION	4,257.66	401.62
VER00001	VERIZON WIRELESS	5,539.30	78.42
	ADMINISTRATION DEPARTMENT		1,968.42
21	PUBLIC AFFAIRS DEPARTMENT		
VER00001	VERIZON WIRELESS	5,539.30	216.06
	PUBLIC AFFAIRS DEPARTMENT		216.06
22	POLICE DEPARTMENT		
ACC00002	ACCURINT	176.50	34.50
CAL00001	CALL ONE	21,923.76	214.36
COO00019	COOK COUNTY SHERIFF'S POLICE		21,816.43
CUR00003	CURALINC, LLC	206.40	177.50
G&H00001	G & H IMPORT AUTO PARTS INC.	2,405.39	46.49
GAL0002	GALLS, LLC	1,265.21	228.89
ING00001	INGALLS OCCUPATIONAL HEALTH	112.00	142.00
INT00021	INTERNATIONAL ASSOCIATION OF		200.00
LEA00006	LEAF	9,411.07	789.24
QUI0002	QUILL CORPORATION	550.10	451.82
RAY0001	RAY O'HERRON CO., INC.	242.75	163.97
RIZ00001	JOE RIZZA		440.62
TOS00001	TOSCAS LAW GROUP	1,350.00	450.00
VER00001	VERIZON WIRELESS	5,539.30	140.63
	POLICE DEPARTMENT		25,296.45
24	PUBLIC WORKS DEPARTMENT		

INVOICES DUE ON/BEFORE 10/26/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
24	PUBLIC WORKS DEPARTMENT		
ALT00004	ALTORFER INDUSTRIES, INC	1,687.01	228.28
BIE00005	BI RENTAL	278.51	68.59
CAL00001	CALL ONE	21,923.76	102.55
CIN00001	CINTAS	4,086.14	250.14
COO0001	G COOPER OIL COMPANY INC	5,372.18	1,083.73
COO014	COOK COUNTY TREASURER	835.50	417.75
CUR00003	CURALINC, LLC	206.40	45.40
EBE0001	PALOS ACE HARDWARE	924.77	10.78
FLE00001	FLEETPRIDE, INC.	306.91	82.00
G&H00001	G & H IMPORT AUTO PARTS INC.	2,405.39	265.88
LEA00006	LEAF	9,411.07	241.91
PRA00007	PRAXAIR DISTRIBUTION-963	314.14	52.20
REG00003	REGIONAL TRUCK EQUIPMENT	394.40	494.70
RIZ00002	RIZZA	342.28	55.84
RUE00001	RUEKERT & MIELKE, INC.	7,962.50	283.00
VER00001	VERIZON WIRELESS	5,539.30	211.83
	PUBLIC WORKS DEPARTMENT		3,894.58
25	BUILDING DEPARTMENT		
CAL00001	CALL ONE	21,923.76	68.39
CUR00003	CURALINC, LLC	206.40	41.28
LEA00006	LEAF	9,411.07	120.91
	BUILDING DEPARTMENT		230.58
26	RECREATION DEPARTMENT		
CAL00001	CALL ONE	21,923.76	34.12
CUR00003	CURALINC, LLC	206.40	24.76
KON00006	KONICA MINOLTA BUSINESS	166.58	158.97
KON0005	KONICA MINOLTA BUSINESS SOL	1,396.44	232.74
LEA00006	LEAF	9,411.07	241.82
SOC00002	SOCCER SHOTS	1,232.00	1,400.00
VER00001	VERIZON WIRELESS	5,539.30	86.60
	RECREATION DEPARTMENT		2,179.01
27	PUBLIC GROUNDS		

DATE: 10/20/20
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-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/26/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
27	PUBLIC GROUNDS		
1ST00001	1ST AYD CORPORATION	4,593.94	225.32
CAS00001	CASE LOTS, INC.	291.22	149.00
CST00001	CS TURF	3,500.00	3,500.00
DAV00004	DAV-COM ELECTRIC, INC	3,711.00	831.00
EBE0001	PALOS ACE HARDWARE	924.77	15.73
NIC0001	NICOR GAS	6,331.12	302.84
ROS0001	ROSCOE	2,598.84	36.41
	PUBLIC GROUNDS		5,060.30
29	FINANCE DEPARTMENT		
CAL00001	CALL ONE	21,923.76	34.12
CUR00003	CURALINC, LLC	206.40	24.76
LAU00003	LAUTERBACH & AMEN,LLP	16,600.00	3,325.00
	FINANCE DEPARTMENT		3,383.88
30	SLUIS PROPERTY		
COM00017	COM ED	1,368.62	99.40
NIC0001	NICOR GAS	6,331.12	42.67
	SLUIS PROPERTY		142.07
32	PALOS PARK FESTIVALS		
PIT00002	PIT STOP		400.00
	PALOS PARK FESTIVALS		400.00
SPECIAL EVENT FUND			
24	SPECIAL EVENT FUND		
BAL00007	B ALLAN GRAPHICS	2,385.00	175.00
	SPECIAL EVENT FUND		175.00

1/2% SALES TAX FUND

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-= Village of Palos Park =-
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/26/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

1/2% SALES TAX FUND			
28			
GEK00001	G.E. KLOOS MATERIAL CO.	7,490.34	477.00
LEH00001	LEHIGH HANSON	8,422.50	1,097.08
TRA0001	TRAFFIC CONTROL & PROTECTION	1,885.95	918.00
			2,492.08
REFUSE FUND			
24			
REP00002	REPUBLIC SERVICES#721	87,572.90	29,049.30
			29,049.30
SEWER FUND			
24 SEWER FUND			
CAL00001	CALL ONE	21,923.76	1,075.81
COO0001	G COOPER OIL COMPANY INC	5,372.18	194.62
CUR00003	CURALINC, LLC	206.40	20.66
FLO0001	FLOW-TECHNICS	22,340.25	558.58
NIC0001	NICOR GAS	6,331.12	244.36
VER00001	VERIZON WIRELESS	5,539.30	133.19
	SEWER FUND		2,227.22
WATER FUND			
24 WATER FUND			
ASS0004	ASSOCIATED TECHNICAL SERVICES		901.50
CAL00001	CALL ONE	21,923.76	639.46
CAR0001	CARLSON ASPHALT COMPANY INC	815.00	2,860.00
CIN00001	CINTAS	4,086.14	102.26
COO0001	G COOPER OIL COMPANY INC	5,372.18	589.68
CUR00003	CURALINC, LLC	206.40	20.66
DAV00004	DAV-COM ELECTRIC, INC	3,711.00	1,127.00
GAS0002	GASVODA & ASSOCIATES, INC	1,092.79	4,047.47
HAW00003	HAWKINS, INC.	1,557.92	251.25
HDE0001	H & D MAINTENANCE INC		775.00
LEH00001	LEHIGH HANSON	8,422.50	858.09
NIC0001	NICOR GAS	6,331.12	130.29
PIZ00001	PIZZO AND ASSOCIATES, LTD	1,946.25	648.75

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-= Village of Palos Park =-
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/26/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER FUND			
24	WATER FUND		
RED00001	RED WING BUSINESS ADVANTAGE	629.97	234.88
SKY00003	SKYLINE RESTORATION INC CHI	3,301.32	816.55
UTI00001	UTILITY SERVICE CO., INC.	9,403.05	9,403.05
VER00001	VERIZON WIRELESS	5,539.30	209.37
	WATER FUND		23,615.26
COMMUTER LOT FUND			
24	COMMUTER LOT FUND		
DYN00004	DYNEGY ENERGY SERVICES	24,677.33	334.81
NIC0001	NICOR GAS	6,331.12	42.36
	COMMUTER LOT FUND		377.17
	TOTAL ALL DEPARTMENTS		114,412.38

THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR NOVEMBER 09, 2020

THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING ACCOUNTS PAYABLE WARRANT AS STATED
BELOW, AND AUTHORIZE THE TREASURER TO FORWARD PAYMENT.

MAYOR JOHN F. MAHONEY SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

DATE: 11/03/20
 TIME: 15:02:00
 ID: AP441000.WOW

-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1ST00001 1ST AYD CORPORATION								
PSI405638	11/03/20	01	COVID SHRD COST DSNFCTNT	5324707990			11/09/20	97.00
		02	COVID SHRD COST DSNFCTNT	5224606711				97.00
		03	COVID SHRD COST DSNFCTNT	0127936711				97.00
		04	COVID SHRD COST DSNFCTNT	0127926711				97.00
		05	COVID SHRD COST DSNFCTNT	0127916711				97.00
			INVOICE TOTAL:					485.00
PSI406764	11/03/20	01	COVID/ACUDOSE PROPORTIONER/FRT	0127916711			11/09/20	164.64
			INVOICE TOTAL:					164.64
			VENDOR TOTAL:					649.64
A&E00001 A&E SCREEN PRINTING								
216597	10/29/20	01	200 PPPD 3X3 VINLY STICKERS	0122707090			11/09/20	118.00
			INVOICE TOTAL:					118.00
			VENDOR TOTAL:					118.00
AIR00001 AIRY'S INC.								
24165	11/03/20	01	50% COST 10/6/20 SRV VLV&MNH	5224606750			11/09/20	1,019.38
		02	50% COST 10/6/20 SRV VLV&MNH	5124606740				1,019.37
			INVOICE TOTAL:					2,038.75
24169	11/03/20	01	RPR 6" WTR LEAK 8420 119TH PL	5224606750			11/09/20	5,674.44
			INVOICE TOTAL:					5,674.44
24170	10/29/20	01	10/8 WTR MAIN RPR 12000 HOBART	5224606750			11/09/20	4,465.94
			INVOICE TOTAL:					4,465.94
24172	10/29/20	01	10/10 WTR MAIN RPR 12000 HBRT	5224606750			11/09/20	5,815.09
			INVOICE TOTAL:					5,815.09
			VENDOR TOTAL:					17,994.22

ALE0001 ALEXANDER EQUIPMENT CO., INC.

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-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ALE0001	ALEXANDER EQUIPMENT CO., INC.							
171350	10/29/20	01	TAG#28 CHIPPER FUEL FLTR HSNH	0124606708			11/09/20	129.45
			INVOICE TOTAL:					129.45
			VENDOR TOTAL:					129.45
ALT00004	ALTORFER INDUSTRIES, INC							
P35C0076903	10/29/20	01	TAG#26 BCK HOE-WSHR, SCRWS, PLT	0124606708			11/09/20	99.20
			INVOICE TOTAL:					99.20
P35C0076904	10/29/20	01	TAG#26 BACK HOE CHANGES	0124606708			11/09/20	7.83
			INVOICE TOTAL:					7.83
			VENDOR TOTAL:					107.03
AME00008	AMERICAN LEGAL PUBLISHING CORP							
3792	11/03/20	01	OCT2020 S-31 FOLIO/INTRNT EDIT	0120606580			11/09/20	11.70
			INVOICE TOTAL:					11.70
			VENDOR TOTAL:					11.70
ATT00001	AT&T							
7084489542	10	10/29/20	01 LOCAL DSL 10/19-11/18/20	0120707200			11/09/20	422.67
			INVOICE TOTAL:					422.67
			VENDOR TOTAL:					422.67
AVI00002	AVID IDENTIFICATION SYSTEMS, I							
0031550-IN	10/29/20	01	ANIMAL MICRO CHIP READER	0122707010			11/09/20	362.70
			INVOICE TOTAL:					362.70
			VENDOR TOTAL:					362.70
BAX00001	BAXTER & WOODMAN, INC.							
0217283	11/03/20	01	WATER&SEWER RATE STUDY	5224707990			11/09/20	1,300.00
			INVOICE TOTAL:					1,300.00

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-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
BAX00001 BAXTER & WOODMAN, INC.								
0217284	11/03/20	01	DCEO GRANT APPL ASSIST	5224707990			11/09/20	945.00
							INVOICE TOTAL:	945.00
							VENDOR TOTAL:	2,245.00
BIE00005 BI RENTAL								
104605-1	11/03/20	01	CHAPS	0124707300			11/09/20	141.95
							INVOICE TOTAL:	141.95
							VENDOR TOTAL:	141.95
BLU00001 BLUE CROSS/BLUE SHIELD OF IL								
2011	11/03/20	01	EMPLOYER HEALTH NOV2020	0120505310			11/09/20	3,672.18
		02	EMPLOYER HEALTH NOV2020	0122505310				10,150.76
		03	EMPLOYER HEALTH NOV2020	0124505310				2,321.51
		04	EMPLOYER HEALTH NOV2020	0125505310				1,623.86
		05	EMPLOYER HEALTH NOV2020	0126505310				1,393.32
		06	EMPLOYER HEALTH NOV2020	1100505310				1,188.44
		07	EMPLOYER HEALTH NOV2020	5124505310				1,304.26
		08	EMPLOYER HEALTH NOV2020	5224505310				4,288.45
		09	EMPLOYEE HEALTH NOV2020-AD	0100000502				918.05
		10	EMPLOYEE HEALTH NOV2020-PA	0100000502				1,882.56
		11	EMPLOYEE HEALTH NOV2020-PO	0100000502				1,016.35
		12	EMPLOYEE HEALTH NOV2020-PW	0100000502				524.66
		13	EMPLOYEE HEALTH NOV2020-BD	0100000502				405.97
		14	EMPLOYEE HEALTH NOV2020-RC	0100000502				312.56
		15	EMPLOYEE HEALTH NOV2020-IB	1100000502				297.12
		16	EMPLOYEE HEALTH NOV2020	5100000502				326.07
		17	EMPLOYEE HEALTH NOV2020	5200000502				1,016.40
							INVOICE TOTAL:	32,642.52
							VENDOR TOTAL:	32,642.52
BRE00004 THE BREWER COMPANY								
155472	10/29/20	01	36 PL TACK COAT 5 GAL	2328848060			11/09/20	1,173.60
							INVOICE TOTAL:	1,173.60

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
BRE00004 THE BREWER COMPANY								
155691	11/03/20	01	ASPHALT MATERIAL-36PL TACK CT	2328848060			11/09/20	1,198.60
							INVOICE TOTAL:	1,198.60
							VENDOR TOTAL:	2,372.20
CAR00002 CARQUEST AUTO PARTS STORES								
10098-586393	10/29/20	01	VEH#256-STARTER	0122606700			11/09/20	128.99
							INVOICE TOTAL:	128.99
							VENDOR TOTAL:	128.99
CAR00001 CARLSON ASPHALT COMPANY INC								
201030	11/03/20	01	PAVEMENT RPR DUE TO WTR BRK	5224606750			11/09/20	3,685.00
							INVOICE TOTAL:	3,685.00
							VENDOR TOTAL:	3,685.00
CIN00001 CINTAS								
4065412564	10/29/20	01	TOWELS	0124606990			11/09/20	8.55
		02	UNIFORM RNTL W/E 10/26/20	5224707300				51.13
		03	UNIFORM RNTL W/E 10/26/20	0124707300				86.40
							INVOICE TOTAL:	146.08
4066063551	11/03/20	01	TOWELS	0124606990			11/09/20	16.00
		02	UNIFORM RNTL W/E 11/02/20	5124707300				51.13
		03	UNIFORM RNTL W/E 11/02/20	0124707300				86.40
							INVOICE TOTAL:	153.53
							VENDOR TOTAL:	299.61
CLE00002 CLEANING SPECIALIST, INC								
4545	10/29/20	01	BOD REMOVAL 20-14277	0122707920			11/09/20	250.00
							INVOICE TOTAL:	250.00
							VENDOR TOTAL:	250.00

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-- Village of Palos Park --
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INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
COM00009		COM ED						
201030	11/03/20	01	09/30-10/30/20 123RD & SW HWY	0124606420			11/09/20	1,713.77
							INVOICE TOTAL:	1,713.77
							VENDOR TOTAL:	1,713.77
COM00017		COM ED						
201016	10/29/20	01	9/17-10/16/20 1 ST MORITZ	0124606731			11/09/20	33.69
							INVOICE TOTAL:	33.69
201023	10/29/20	01	9/23-10/23/20 12900 LAGRANGE	0124606731			11/09/20	39.33
							INVOICE TOTAL:	39.33
201028	11/03/20	01	METRA 9/28-10/28/20	5324606400			11/09/20	81.97
							INVOICE TOTAL:	81.97
							VENDOR TOTAL:	154.99
CON00010		CONCENTRIC INTERGERATION LLC						
0217281	11/03/20	01	MAIN PUMP STAT PLC MDRNZTN PRJ	5224808011			11/09/20	16,875.00
							INVOICE TOTAL:	16,875.00
0217282	11/03/20	01	MAIN PUMP STAT PLC MDFCTN TEM	5224808011			11/09/20	223.75
							INVOICE TOTAL:	223.75
							VENDOR TOTAL:	17,098.75
COR00011		CORE & MAIN LP						
N040681/N118210	10/29/20	01	10 BCKFLW PRVNTR VLV/CREDIT	5224606752			11/09/20	1,204.20
		02	4CB LIDS	5224606750				68.96
							INVOICE TOTAL:	1,273.16
N255409	11/03/20	01	BACKFLOW PREVENTOR-1, FRT	5224707515			11/09/20	187.83
							INVOICE TOTAL:	187.83
							VENDOR TOTAL:	1,460.99

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-- Village of Palos Park --
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INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
COV00001		COVERALL						
1010667425	11/03/20	01	METRA CLEANING/NOV2020	5324606990			11/09/20	180.00
		02	KAPTUR CLEANING/NOV2020	0127916990				885.00
			INVOICE TOTAL:					1,065.00
			VENDOR TOTAL:					1,065.00
DEA00004		DEARBORN NATIONAL LIFE						
2011	10/29/20	01	VOLUNTARY LIFE/NOV2020	0100000202			11/09/20	395.09
		02	LIFE INSURANCE/NOV2020	0120505320				38.02
		03	LIFE INSURANCE/NOV2020	0122505320				118.80
		04	LIFE INSURANCE/NOV2020	0124505320				43.20
		05	LIFE INSURANCE/NOV2020	0125505320				21.38
		06	LIFE INSURANCE/NOV2020	0126505320				21.60
		07	LIFE INSURANCE/NOV2020	0129505320				10.80
		08	LIFE INSURANCE/NOV2020	1100505320				21.60
		09	LIFE INSURANCE/NOV2020	5224505320				66.42
			INVOICE TOTAL:					736.91
			VENDOR TOTAL:					736.91
DELO0011		DE LAGE LANDEN FINANCIAL						
69931534	10/29/20	01	OCT2020 LEASE COPIER	0120606990			11/09/20	78.49
		02	OCT2020 LEASE COPIER	0129606990				78.48
		03	OCT2020 LEASE COPIER	0125606990				78.48
		04	OCT2020 LEASE COPIER	0124606990				78.48
			INVOICE TOTAL:					313.93
69931537	10/29/20	01	OCT2020 LEASE COPIER	0122606990			11/09/20	154.88
			INVOICE TOTAL:					154.88
			VENDOR TOTAL:					468.81
DYN00004		DYNEGY ENERGY SERVICES						
373517920101	11/03/20	01	09/24-10/25/20 135 FOREST EDGE	5124606400			11/09/20	107.40
			INVOICE TOTAL:					107.40

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-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DYN00004			DYNEGY ENERGY SERVICES					
373518020101	11/03/20	01	09/23-10/22/20 12222 WILL COOK	5124606400			11/09/20	137.23
							INVOICE TOTAL:	137.23
373518120101	10/29/20	01	9/17-10/15/20 9301 123RD ST	5124606400			11/09/20	29.64
							INVOICE TOTAL:	29.64
373518220101	10/29/20	01	9/17-10/15/20 9 PARTRIDGE	5124606400			11/09/20	66.08
							INVOICE TOTAL:	66.08
373518320101	10/29/20	01	9/17-10/15/20 12101 SW HWY	5224606400			11/09/20	1,928.18
							INVOICE TOTAL:	1,928.18
373518420101	10/29/20	01	9/17-10/15/20 12701 KINVARRA	5124606400			11/09/20	90.45
							INVOICE TOTAL:	90.45
373518520101	10/29/20	01	9/17-10/15/20 9540 123RD ST	5224606400			11/09/20	88.11
							INVOICE TOTAL:	88.11
373518720101	10/29/20	01	9/17-10/15/20 10101 125TH ST	5224606400			11/09/20	397.76
							INVOICE TOTAL:	397.76
373518820101	10/29/20	01	9/17-10/15/20 68 OLD CREEK	5124606400			11/09/20	46.30
							INVOICE TOTAL:	46.30
373518920101	10/29/20	01	9/17-10/15/20 40 RAMSGATE	5124606400			11/09/20	193.99
							INVOICE TOTAL:	193.99
373519020101	10/29/20	01	9/17-10/15/20 8812 120TH PL	5124606400			11/09/20	38.97
							INVOICE TOTAL:	38.97
373519120101	10/29/20	01	9/17-10/15/20 12410 91ST AVE	5124606400			11/09/20	75.44
							INVOICE TOTAL:	75.44
373519220101	10/29/20	01	9/17-10/15/20 8201 RT83	5124606400			11/09/20	112.56
							INVOICE TOTAL:	112.56

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-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DYN00004 DYNEGY ENERGY SERVICES								
373519320101	10/29/20	01	9/17-10/15/20 24 1/2 ROMIGA	5124606400			11/09/20	56.32
							INVOICE TOTAL:	56.32
373519420101	10/29/20	01	9/17-10/15/20 12355 WOLF ROAD	5124606400			11/09/20	25.09
							INVOICE TOTAL:	25.09
							VENDOR TOTAL:	3,393.52
EAG00001 THE EAGLE UNIFORM CO., INC.								
296307	11/03/20	01	1 FLAG SEWN ON/OFFICER DUH	0122707300			11/09/20	5.25
							INVOICE TOTAL:	5.25
							VENDOR TOTAL:	5.25
EBE0001 PALOS ACE HARDWARE								
202246	11/03/20	01	PLSTC ANC KIT, ELEC TAPE, STPL	5224606752			11/09/20	24.25
							INVOICE TOTAL:	24.25
202314	11/03/20	01	HAMMER	0124606708			11/09/20	8.99
							INVOICE TOTAL:	8.99
							VENDOR TOTAL:	33.24
ENV0001 ETP LABS INC								
20-134813	10/29/20	01	COLIFORM SAMPLES 9/2 & 9/16	5224606620			11/09/20	57.00
							INVOICE TOTAL:	57.00
							VENDOR TOTAL:	57.00
FLE00001 FLEETPRIDE, INC.								
61693403	10/29/20	01	TAG#1 AND STOCK, BOLTED ALARM	0124606700			11/09/20	64.70
							INVOICE TOTAL:	64.70
62000781	11/03/20	01	GREASE 120 LB	0124606708			11/09/20	287.00
							INVOICE TOTAL:	287.00
							VENDOR TOTAL:	351.70

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-- Village of Palos Park --
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FOR00012 FOREMOST PROMOTIONS								
519911	11/03/20	01	500 PENCILS/500 COLORING BOOKS	0122707090			11/09/20	360.00
			INVOICE TOTAL:					360.00
			VENDOR TOTAL:					360.00
FPM0001 FP MAILING SOLUTIONS								
R110463215	11/03/20	01	POSTAGE METER RENTAL	0120707040			11/09/20	359.40
			INVOICE TOTAL:					359.40
			VENDOR TOTAL:					359.40
G&H0001 G & H IMPORT AUTO PARTS INC.								
803723	10/29/20	01	VEH#253-BATTERY	0122606700			11/09/20	130.35
			INVOICE TOTAL:					130.35
			VENDOR TOTAL:					130.35
GAL0002 GALLAGHER MATERIALS, INC.								
17262	10/29/20	01	4.09 TON UPM COLD PATCH	2424707700			11/09/20	507.16
			INVOICE TOTAL:					507.16
			VENDOR TOTAL:					507.16
GAL0002 GALLS, LLC								
016724276	11/03/20	01	U/A SCACCIA-SHIRTS, FLCE, SWTR	0122707300		UA	11/09/20	287.98
			INVOICE TOTAL:					287.98
			VENDOR TOTAL:					287.98
HAR00010 HARRIS COMPUTER SYSTEMS								
XT00007315	11/03/20	01	#10 WINDOW ENVELOPES	5224707020			11/09/20	374.80
		02	#10 WINDOW ENVELOPES	5124707020				374.80
			INVOICE TOTAL:					749.60
XT00007316	11/03/20	01	FIRST NOTICE UTILITY BILL FORM	5224707020			11/09/20	444.98

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
HAR00010 HARRIS COMPUTER SYSTEMS								
XT00007316	11/03/20	02	FIRST NOTICE UTILITY BILL FORM	5124707020			11/09/20	444.97
								889.95
								1,639.55
								INVOICE TOTAL:
								VENDOR TOTAL:
HAW00002 HAWK FORD								
621351	10/29/20	01	VEH#253-HOUSING	0122606700			11/09/20	51.52
								51.52
								INVOICE TOTAL:
								VENDOR TOTAL:
HOU00001 HOUSEAL LAVIGNE ASSOCIATES								
4796	10/29/20	01	CONSULTING SERVICES	0125606620			11/09/20	14,519.77
								14,519.77
								INVOICE TOTAL:
								VENDOR TOTAL:
HRG00001 HR GREEN, INC								
138642	11/03/20	01	70 ELIZABETH	0125606600			11/09/20	145.00
		02	101 N OLD CREEK	0125606600				41.00
		03	59 ROMIGA LN	0125606630				150.00
		04	12120 S 89TH AVE	0125606630				150.00
		05	12600 S WOLF RD	0125606630				250.00
		06	12109 SPRING DR	0125606630				150.00
		07	59 ROMIGA LN	0125606630				150.00
		08	12002 S 88TH AVE	0125606630				200.00
		09	7934 W 121ST ST	0125606630				200.00
		10	9 WILD CHERRY	0125606630				200.00
		11	11735 S 86TH AVE	0125606630				295.00
		12	11735 S 86TH AVE	0125606630				118.00
		13	12519 IROQUOIS	0125606630				354.00

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
HRG00001			HR GREEN, INC					
138642	11/03/20	14	12313 S ELM ST	0125606630			11/09/20	354.00
		15	12011 S WINSLOW RD	0125606630				258.00
		16	59 ROMIGA LN	0125606630				86.00
		17	7949 W 121ST	0125606630				172.00
		18	12600 S WOLF RD	0125606630				172.00
		19	12109 SPRING DR	0125606630				172.00
		20	59 ROMIGA LN	0125606630				258.00
		21	22 SUNNYSLOPE	0125606630				86.00
		22	7934 W 121ST ST	0125606630				86.00
		23	12011 S WINSLOW RD	0125606630				172.00
		24	12540 KINVARA LN	0125606630				86.00
		25	12002 S 88TH AVE	0125606630				86.00
		26	9 DEERPATH LN	0125606630				86.00
		27	7949 W 121ST	0125606600				61.50
		28	59 ROMIGA LN	0125606600				20.50
		29	7949 W 121ST	0125606600				20.50
		30	12600 S WOLF RD	0125606600				20.50
		31	12109 SPRING DR	0125606600				20.50
		32	8115 W 124TH ST	0125606600				20.50
		33	22 SUNNYSLOPE	0125606600				20.50
		34	7934 W 121ST ST	0125606600				20.50
		35	70 ELIZABETH	0125606600				61.50
		36	12313 S ELM ST	0125606600				61.50
		37	12002 S 88TH AVE	0125606600				20.50
		38	9 DEERPATH LN	0125606600				20.50
		39	9 WILD CHERRY	0125606600				20.50
		40	7934 W 121ST ST	0125606600				20.50
		41	MILEAGE	0125606600				59.83
								4,946.83
								4,946.83

INVOICE TOTAL: 4,946.83
 VENDOR TOTAL: 4,946.83

HUB00001 HUB INTERNATIONAL

2045168 10/29/20 01 NOTARY BOND F/SALLY A. KINNEY 0120606810 20.00
 INVOICE TOTAL: 20.00
 VENDOR TOTAL: 20.00

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
1152	11/03/20	01	MMBRSH IPWMAN 01/01-12/31/21	0124606810			11/09/20	100.00
			INVOICE TOTAL:					100.00
			VENDOR TOTAL:					100.00
20-47686	11/03/20	01	2000 VERBAL STOP CARDS	0122707020			11/09/20	111.00
			INVOICE TOTAL:					111.00
			VENDOR TOTAL:					111.00
200109	10/29/20	01	NOV/DEC2020 CELL PHONE STIPEND	0120707210			11/09/20	100.00
			INVOICE TOTAL:					100.00
			VENDOR TOTAL:					100.00
2001013	10/29/20	01	LEGAL FEES/SEPT2020	0120606540		Gleneagles	11/09/20	2,537.00
		02	GLENEAGLES LEGAL FEES/SEPT2020	0120606540				4,355.50
		03	LEGAL FEES/SEPT2020	0122606540				3,352.00
		04	LEGAL FEES/SEPT2020	0124606540				264.00
		05	LEGAL FEES/SEPT2020	0125606540				638.00
			INVOICE TOTAL:					11,146.50
			VENDOR TOTAL:					11,146.50
23327	10/29/20	01	TAG#61 HOT BOX REPAIR PARTS	0124606708			11/09/20	208.23
			INVOICE TOTAL:					208.23
			VENDOR TOTAL:					208.23
79179	10/29/20	01	RUST DEFENSE	0127916711			11/09/20	22.47

ILL00036 ILLINOIS PUBLIC WORKS MUTUAL

KEV00003 KEVRON PRINTING & MAILING INC

KIN00007 SALLY KINNEY

KLE0001 KLEIN, THORPE, AND JENKINS LTD

KMIO0002 K M INTERNATIONAL

MEN00005 MENARDS

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MEN00005		MENARDS						
79179	10/29/20	02	WELD ANG, FCT SHT OFF, SHVL, BAG	0124606708			11/09/20	140.98
							INVOICE TOTAL:	163.45
79182	10/29/20	01	COVID ANTIBAC WIPES	0127916711			11/09/20	15.96
							INVOICE TOTAL:	15.96
79571	11/03/20	01	MAGLITE-2	0124606708			11/09/20	94.93
		02	INSULATED GOVES-12	0124707300				67.08
							INVOICE TOTAL:	162.01
							VENDOR TOTAL:	341.42
MET00008		METLIFE SMALL BUSINESS CENTER						
2011	11/03/20	01	EMPLOYER DENTAL/NOV2020	0120505310			11/09/20	225.29
		02	EMPLOYER DENTAL/NOV2020	0122505310				691.57
		03	EMPLOYER DENTAL/NOV2020	0124505310				155.54
		04	EMPLOYER DENTAL/NOV2020	0125505310				93.79
		05	EMPLOYER DENTAL/NOV2020	0126505310				87.97
		06	EMPLOYER DENTAL/NOV2020	1100505310				57.88
		07	EMPLOYER DENTAL/NOV2020	5124505310				103.09
		08	EMPLOYER DENTAL/NOV2020	5224505310				281.40
		09	EMPLOYEE DENTAL/NOV2020-AD	0100000502				130.11
		10	EMPLOYEE DENTAL/NOV2020-PA	0100000502				36.17
		11	EMPLOYEE DENTAL/NOV2020-PO	0100000502				172.88
		12	EMPLOYEE DENTAL/NOV2020-PW	0100000502				38.88
		13	EMPLOYEE DENTAL/NOV2020-BD	0100000502				23.45
		14	EMPLOYEE DENTAL/NOV2020-RC	0100000502				21.99
		15	EMPLOYEE DENTAL/NOV2020-LB	1100000502				14.46
		16	EMPLOYEE DENTAL/NOV2020	5100000502				25.77
		17	EMPLOYEE DENTAL/NOV2020	5200000502				70.34
							INVOICE TOTAL:	2,230.58
							VENDOR TOTAL:	2,230.58
MET0001		METROPOLITAN INDUSTRIES INC						

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METRO001 METROPOLITAN INDUSTRIES INC								
INV021840	10/29/20	01	METRO CLOUD DATA/OCT2020	5124606990			11/09/20	120.00
			INVOICE TOTAL:					120.00
			VENDOR TOTAL:					120.00
NIC0001 NICOR GAS								
201029	11/03/20	01	METRA 09/27-10/29/20	5324606410			11/09/20	50.14
			INVOICE TOTAL:					50.14
			VENDOR TOTAL:					50.14
NOR00001 NORTHERN SAFETY CO., INC.								
904185162	10/29/20	01	LATEX GLOVES	5124707510			11/09/20	116.80
			INVOICE TOTAL:					116.80
			VENDOR TOTAL:					116.80
OFF00008 THE OFFICE CONNECTION								
740941-0	10/29/20	01	STENO BKS, STAPLER, PAPER	0120707010			11/09/20	222.33
			INVOICE TOTAL:					222.33
740977-0	10/29/20	01	TOILET PPR, C FLD TWLS, BAGS	0127917760			11/09/20	251.51
			INVOICE TOTAL:					251.51
741285-0	11/03/20	01	POST ITS, MSTNRS, FLGS,BNDR,PD	0120707010			11/09/20	71.04
			INVOICE TOTAL:					71.04
			VENDOR TOTAL:					544.88
PAL0002 PALOS SPORTS INC								
5513562-00	10/29/20	01	SPINNER SOCCER MEDALS	0126707310			11/09/20	72.85
		02	MEDAL ENGRAVING	0126707310				15.50
			INVOICE TOTAL:					88.35
			VENDOR TOTAL:					88.35

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PAL00023 PALOS AREA CHAMBER OF COMMERCE								
1034	10/29/20	01	2021 MMBRSHP FEES & DUES	0121707990			11/09/20	180.00
							INVOICE TOTAL:	180.00
							VENDOR TOTAL:	180.00
PRO00013 PRODUCTION DISTRIBUTION								
0070188-IN	11/03/20	01	LIGHT BULBS	5324707990			11/09/20	38.63
							INVOICE TOTAL:	38.63
							VENDOR TOTAL:	38.63
REA00001 READY REFRESH BY NESTLE								
00J0127398840	10/29/20	01	WATER FOR OFFICE	0126707010			11/09/20	33.47
							INVOICE TOTAL:	33.47
							VENDOR TOTAL:	33.47
RIZ00001 JOE RIZZA								
425459	10/29/20	01	VEH#263-6 SPARK PLUGS	0122606700			11/09/20	26.46
							INVOICE TOTAL:	26.46
425460	10/29/20	01	6 SPARK PLUGS	0122606700			11/09/20	26.46
							INVOICE TOTAL:	26.46
							VENDOR TOTAL:	52.92
RIZ00002 RIZZA								
99954	10/29/20	01	TAG#31 TRUCK, LAMP	0124606700			11/09/20	133.67
							INVOICE TOTAL:	133.67
99975	10/29/20	01	TAG#30&31 TRUCKS/GASKETS	0124606700			11/09/20	41.32
							INVOICE TOTAL:	41.32
99988	10/29/20	01	TAG#30 TRUCK-RTNR, CSHNS,BOLT	0124606700			11/09/20	183.77
							INVOICE TOTAL:	183.77
							VENDOR TOTAL:	358.76

INVOICES DUE ON/BEFORE 11/09/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ROS0001	ROSCOE							
1670405/C1655421	10/29/20	01	MATS/KAC & CREDIT	0127916990			11/09/20	310.01
							INVOICE TOTAL:	310.01
1670481	10/29/20	01	MATS/REC 10/21/20	0127926990			11/09/20	36.41
							INVOICE TOTAL:	36.41
							VENDOR TOTAL:	346.42
SHA00016	SHARK SHREDDING, INC							
48153	10/29/20	01	OCT2020 MONTHLY SHREDDING	01222606990			11/09/20	42.00
							INVOICE TOTAL:	42.00
							VENDOR TOTAL:	42.00
SOU00018	DAILY SOUTHTOWN							
201007	10/29/20	01	PRINT&DIGITAL SBSRPTN 2/10/21	0120707035			11/09/20	120.25
							INVOICE TOTAL:	120.25
							VENDOR TOTAL:	120.25
SOU00022	SOUTHWEST REGIONAL PUBLISHING							
20599	11/03/20	01	AD F/TREASURER'S AD FY2020	0129606590			11/09/20	391.80
							INVOICE TOTAL:	391.80
							VENDOR TOTAL:	391.80
SUB00002	SUBURBAN TRUCK PARTS							
101136	10/29/20	01	TAG#14 MOBILE GENERATOR PARTS	5224606708			11/09/20	62.07
							INVOICE TOTAL:	62.07
101211	10/29/20	01	TAG#55 TRUCK-HOSE ASSEMBLY	0124606700			11/09/20	36.36
							INVOICE TOTAL:	36.36
101374	10/29/20	01	TAG#2 TRUCK SPREADER LIGHTS	0124606708			11/09/20	37.50
							INVOICE TOTAL:	37.50

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INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
SUB00002 SUBURBAN TRUCK PARTS								
101696	11/03/20	01	ALL TRAILER PLUGS REPLACEMENTS	0124606708			11/09/20	12.00
							INVOICE TOTAL:	12.00
							VENDOR TOTAL:	147.93
SUB00005 SUBURBAN SOFTENER CO.								
7609	11/03/20	01	RPRD IB3 BRKR&SRV WTR SFTNR	0127936710			11/09/20	352.00
							INVOICE TOTAL:	352.00
							VENDOR TOTAL:	352.00
SULO0006 SULLIVAN SEPTIC & SEWER								
7449102320	11/03/20	01	PUMP TANK, BASINS, SRV ADVNTX SY	0127936710			11/09/20	490.00
							INVOICE TOTAL:	490.00
							VENDOR TOTAL:	490.00
THE00015 THE BANK OF NEW YORK MELLON								
PALOSPX10A/2020	11/03/20	01	GOB2010A RESERVOIR/PRINCIPAL	5224585842			11/09/20	85,000.00
		02	GOB2010A RESERVOIR/INTEREST	5224585843				21,695.00
							INVOICE TOTAL:	106,695.00
							VENDOR TOTAL:	106,695.00
THE00021 THE TROPHY SHOP, INC								
20272	10/29/20	01	RECOGNITION PLAQUE/LENCIONI	0121707990			11/09/20	65.00
		02	RECOGNITION PLAQUE/MARTIN	0121707990				65.00
							INVOICE TOTAL:	130.00
							VENDOR TOTAL:	130.00
TIR0001 TIRE SERVICES COMPANY								
258347	10/29/20	01	TAG#57 GRSSHPPR MWR-TB, FLT	0124606708			11/09/20	38.00
							INVOICE TOTAL:	38.00
							VENDOR TOTAL:	38.00

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INVOICE #	VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
USP00001 U.S. POST									
20201015		11/03/20	01	INSTL MLBX&PST-47 N WDLND TRL	2624606991			11/09/20	350.00
			02	INSTL MALBX&PST-138 TIMBER EDG	2624606991				595.00
				INVOICE TOTAL:					945.00
20201022		11/03/20	01	HICKORY MAILBOX-30 S ELM CT	2624606991			11/09/20	150.00
			02	LINDEN MLBX-10015 W LAKEVIEW	2624606991				595.00
				INVOICE TOTAL:					745.00
				VENDOR TOTAL:					1,690.00
USP00001 US POSTMASTER									
201028		10/29/20	01	POSTAGE NOV2020 UB	5224707040			11/09/20	500.00
				INVOICE TOTAL:					500.00
				VENDOR TOTAL:					500.00
VIL0003 VILLAGE OF PALOS PARK									
10/01/2020		10/29/20	01	METRA UB PYMT 8/1-10/1/20	5324606420			11/09/20	112.82
			02	METRA UB PYMT 8/1-10/1/20	5324606420				12.47
				INVOICE TOTAL:					125.29
				VENDOR TOTAL:					125.29
				TOTAL ALL INVOICES:					238,179.06

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00	GENERAL FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	5,060.15
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	395.09
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	423.48
	GENERAL FUND		5,878.72
20	ADMINISTRATION DEPARTMENT		
AME00008	AMERICAN LEGAL PUBLISHING CORP	1,511.70	11.70
ATT00001	AT&T	2,353.49	422.67
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	3,672.18
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	38.02
DEL00011	DE LAGE LANDEN FINANCIAL	3,296.38	78.49
FPM00001	FP MAILING SOLUTIONS	290.76	359.40
HUB00001	HUB INTERNATIONAL	20.00	20.00
KIN00007	SALLY KINNEY	1,550.00	100.00
KLE0001	KLEIN, THORPE, AND JENKINS LTD	31,060.73	6,892.50
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	225.29
OFF00008	THE OFFICE CONNECTION	4,659.28	293.37
SOU00018	DAILY SOUTHTOWN	117.00	120.25
	ADMINISTRATION DEPARTMENT		12,233.87
21	PUBLIC AFFAIRS DEPARTMENT		
PAL00023	PALOS AREA CHAMBER OF COMMERCE		180.00
THE00021	THE TROPHY SHOP, INC	250.00	130.00
	PUBLIC AFFAIRS DEPARTMENT		310.00
22	POLICE DEPARTMENT		
A&E00001	A&E SCREEN PRINTING	125.00	118.00
AVI00002	AVID IDENTIFICATION SYSTEMS, I		362.70
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	10,150.76
CAR00002	CARQUEST AUTO PARTS STORES	29.99	128.99
CLE00002	CLEANING SPECIALIST, INC		250.00
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	118.80
DEL00011	DE LAGE LANDEN FINANCIAL	3,296.38	154.88
EAG00001	THE EAGLE UNIFORM CO., INC.	110.00	5.25
FOR00012	FOREMOST PROMOTIONS		360.00

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
22	POLICE DEPARTMENT		
G&H00001	G & H IMPORT AUTO PARTS INC.	2,717.76	130.35
GAL0002	GALLS, LLC	1,494.10	287.98
HAW00002	HAWK FORD	1,984.09	51.52
KEV00003	KEVRON PRINTING & MAILING INC		111.00
KLE0001	KLEIN, THORPE, AND JENKINS LTD	31,060.73	3,352.00
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	691.57
RIZ00001	JOE RIZZA	440.62	52.92
SHA00016	SHARK SHREDDING, INC	447.00	42.00
	POLICE DEPARTMENT		16,368.72
24	PUBLIC WORKS DEPARTMENT		
ALE0001	ALEXANDER EQUIPMENT CO., INC.		129.45
ALT00004	ALTORFER INDUSTRIES, INC	1,915.29	107.03
BIE00005	BI RENTAL	347.10	141.95
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	2,321.51
CIN00001	CINTAS	4,438.54	197.35
COM00009	COM ED	10,518.69	1,713.77
COM00017	COM ED	1,468.02	73.02
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	43.20
DEL00011	DE LAGE LANDEN FINANCIAL	3,296.38	78.48
EBE0001	PALOS ACE HARDWARE	951.28	8.99
FLE00001	FLEETPRIDE, INC.	388.91	351.70
HAW00002	HAWK FORD	1,984.09	365.52
ILL00036	ILLINOIS PUBLIC WORKS MUTUAL		100.00
KLE0001	KLEIN, THORPE, AND JENKINS LTD	31,060.73	264.00
KMI00002	K M INTERNATIONAL		208.23
MEN00005	MENARDS	1,054.41	302.99
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	155.54
RIZ00002	RIZZA	398.12	358.76
SUB00002	SUBURBAN TRUCK PARTS	524.94	85.86
TIR0001	TIRE SERVICES COMPANY	3,506.22	38.00
	PUBLIC WORKS DEPARTMENT		7,045.35
25	BUILDING DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	1,623.86
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	21.38
DEL00011	DE LAGE LANDEN FINANCIAL	3,296.38	78.48
HOU00001	HOUSEAL LAVIGNE ASSOCIATES	6,540.76	14,519.77

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DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
25	BUILDING DEPARTMENT		
HRG00001	HR GREEN, INC	34,256.82	4,946.83
KLE0001	KLEIN, THORPE, AND JENKINS LTD	31,060.73	638.00
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	93.79
	BUILDING DEPARTMENT		21,922.11
26	RECREATION DEPARTMENT		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	1,393.32
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	21.60
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	87.97
PAL0002	PALOS SPORTS INC		88.35
REA00001	READY REFRESH BY NESTLE	90.57	33.47
	RECREATION DEPARTMENT		1,624.71
27	PUBLIC GROUNDS		
1ST00001	1ST AYD CORPORATION	4,819.26	455.64
COV00001	COVERALL	7,044.00	885.00
MEN00005	MENARDS	1,054.41	38.43
OFF00008	THE OFFICE CONNECTION	4,659.28	251.51
ROS0001	ROSCOE	2,635.25	346.42
SUB00005	SUBURBAN SOFTENER CO.		352.00
SUL00006	SULLIVAN SEPTIC & SEWER		490.00
	PUBLIC GROUNDS		2,819.00
29	FINANCE DEPARTMENT		
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	10.80
DEL00011	DE LAGE LANDEN FINANCIAL	3,296.38	78.48
SOU00022	SOUTHWEST REGIONAL PUBLISHING		391.80
	FINANCE DEPARTMENT		481.08
LIBRARY FUND			
00	LIBRARY FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	1,485.56

DATE: 11/03/20
 TIME: 15:06:18
 ID: AP443000.WOW

- = Village of Palos Park = -
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

LIBRARY FUND			
00	LIBRARY FUND		
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	21.60
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	72.34
	LIBRARY FUND		1,579.50
1/2% SALES TAX FUND			
28			
BRE00004	THE BREWER COMPANY		2,372.20
			2,372.20
MFT FUND			
24	MFT FUND		
GAL00002	GALLAGHER MATERIALS, INC.	5,384.08	507.16
	MFT FUND		507.16
BEAUTIFICATION FUND			
24	BEAUTIFICATION FUND		
USP00001	U.S. POST	2,270.00	1,690.00
	BEAUTIFICATION FUND		1,690.00
SEWER FUND			
00	SEWER FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	326.07
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	25.77
	SEWER FUND		351.84
24	SEWER FUND		
AIR00001	AIRY'S INC.	51,415.02	1,019.37
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	1,304.26
CIN00001	CINTAS	4,438.54	51.13

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

SEWER FUND			
24	SEWER FUND		
DYN00004	DYNEGY ENERGY SERVICES	25,012.14	979.47
HAR00010	HARRIS COMPUTER SYSTEMS	18,444.24	819.77
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	103.09
MET0001	METROPOLITAN INDUSTRIES INC	3,007.00	120.00
NOR00001	NORTHERN SAFETY CO., INC.	1,217.08	116.80
	SEWER FUND		4,513.89

WATER FUND			
00	WATER FUND		
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	1,016.40
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	70.34
	WATER FUND		1,086.74

24	WATER FUND		
1ST00001	1ST AYD CORPORATION	4,819.26	97.00
AIR00001	AIRY'S INC.	51,415.02	16,974.85
BAX00001	BAXTER & WOODMAN, INC.	8,335.60	2,245.00
BLU00001	BLUE CROSS/BLUE SHIELD OF IL	209,169.97	4,288.45
CAR0001	CARLSON ASPHALT COMPANY INC	3,675.00	3,685.00
CIN00001	CINTAS	4,438.54	51.13
CON00010	CONCENTRIC INTERGRATION LLC		17,098.75
COR00011	CORE & MAIN LP	7,921.10	1,460.99
DEA00004	DEARBORN NATIONAL LIFE	2,210.73	66.42
DYN00004	DYNEGY ENERGY SERVICES	25,012.14	2,414.05
EBE0001	PALOS ACE HARDWARE	951.28	24.25
ENV0001	ETP LABS INC	412.00	57.00
HAR00010	HARRIS COMPUTER SYSTEMS	18,444.24	819.78
MET00008	METLIFE SMALL BUSINESS CENTER	6,691.74	281.40
SUB00002	SUBURBAN TRUCK PARTS	524.94	62.07
THE00015	THE BANK OF NEW YORK MELLON	21,695.00	106,695.00
USP0001	US POSTMASTER	3,431.91	500.00
	WATER FUND		156,821.14

COMMUTER LOT FUND			
24	COMMUTER LOT FUND		

DATE: 11/03/20
TIME: 15:06:18
ID: AP443000.WOW

-- Village of Palos Park --
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 11/09/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

COMMUTER LOT FUND			
24	COMMUTER LOT FUND		
1ST00001	1ST AYD CORPORATION	4,819.26	97.00
COM00017	COM ED	1,468.02	81.97
COV00001	COVERALL	7,044.00	180.00
NIC0001	NICOR GAS	7,093.64	50.14
PRO00013	PRODUCTION DISTRIBUTION	616.24	38.63
VIL0003	VILLAGE OF PALOS PARK	3,304.11	125.29
	COMMUTER LOT FUND		573.03
	TOTAL ALL DEPARTMENTS		238,179.06

**THE VILLAGE OF PALOS PARK
SUPPLEMENTAL WARRANT LIST
FOR NOVEMBER 09, 2020**

**THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING SUPPLEMENTAL WARRANT LIST FOR MANUAL
CHECKS, PAYROLL AND RECURRING WIRE TRANSFERS.**

MAYOR JOHN F. MAHONEY SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

SUPPLEMENTAL WARRANT LIST

November 9, 2020

COUNCIL MEETING

MANUAL CHECK: (Pre-authorized payments not coinciding with Warrant List schedule)

DATE	CHECK#	PAYEE	AMOUNT
TOTALS:			\$0.00

PAYROLL REQUIREMENTS: (Regular & agency checks, tax liabilities & Paylocity invoice)

Pay Date:		10/15/2020	\$128,502.37
Pay Date:		10/29/2020	131,399.03
TOTALS:			\$259,901.40

RECURRING WIRE TRANSFERS:

DESCRIPTION	TRANSFERRED TO:	AMOUNT
VOPP-Wtr Purch Oak Lawn	Marquette Bank	\$79,414.18
IEPA Booster Bond	Marquette Bank	2,214.89
IEPA Harker Bond	Marquette Bank	9,040.64
Oak Lawn Int Pymt/3rd Qtr	Marquette Bank	711.29
PALOSPKDC06 Loan	Bank of New York Mellon	40,136.00
Wex Bank	On-Line	621.04
Wow	On-Line	974.36
Wex Gas Purchase	On-Line	3,779.06
American Express	J. P. Morgan Chase Bank	
Amazon Marketplace		29.43
Service Sanitation		166.00
Dyn. Com		5.00
Ready Refresh		104.24
Adobe Acropro		15.93
ASCE Purchasing		275.00
Dyn. Com		5.00
Eastern Il University		25.00
AT&T		758.73
Saferresponse.Com		594.99
Proven		32,598.10
Best Buy		82.27
Adobe Acropro		191.12
Adobe Acropro		54.16
AWWA Events		220.00
Dyn. Com		5.00
Commercial Coffee		322.20
Visa	First Midwest Bank	
Buona Beef		22.90
Mill Supply, Inc		89.48
Gempler's		100.75
Zeigler Nissan Orland		52.96
TOTALS:		\$172,609.72

TOTAL SUPPLEMENTAL WARRANT LIST:**\$432,511.12**

Payroll Summary

Check Date: 10/15/2020

Page 1 of 2

VILLAGE OF PALOS PARK (1868)

Process: 2020101501

Pay Period: 09/26/2020 to 10/09/2020

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	62	0.00	74,737.04	74,737.04	
	Regular	1	1,328.16	0.00	1,328.16	
Totals		63	1,328.16	74,737.04	76,065.20	→ 76,065.20

Payroll Checks	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	9	13,428.31	5,285.78	18,714.09	
Totals		9	13,428.31	5,285.78	18,714.09	→ 18,714.09

Total Net Payroll Liability			14,756.47	80,022.82	94,779.29	→ 94,779.29
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Tax Liability

FITW and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Federal Income Tax	36-6006039		Semi-Weekly	103,285.24	103,285.24	11,748.91		
FFCRA Medical Premium Credit	36-6006039		Semi-Weekly	389.60	389.60		-5.21	
FFCRA Medicare Credit	36-6006039		Semi-Weekly	384.38	384.38		-5.57	
FFCRA SS Credit	36-6006039		Semi-Weekly	384.38	384.38		-23.83	
FFCRA Wage Credit	36-6006039		Semi-Weekly	384.38	384.38		-384.37	
Medicare	36-6006039		Semi-Weekly	111,710.14	111,710.14	1,619.78		
Medicare - Employer	36-6006039		Semi-Weekly	111,710.14	111,710.14		1,619.80	
OASDI	36-6006039		Semi-Weekly	111,710.14	111,710.14	6,926.01		
OASDI - Employer	36-6006039		Semi-Weekly	111,710.14	111,710.14		6,926.03	
Unapplied Credit for FFCRA	36-6006039		Semi-Weekly					
Totals						20,294.70	8,126.85	→ 28,421.55

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	3660060390007		Semi-Weekly	103,285.24	103,285.24	5,214.26		
Totals						5,214.26	0.00	→ 5,214.26

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.010250	Quarterly	111,710.14	8,513.94		87.27	
Totals						0.00	87.27	→ 87.27

Total Tax Liability						25,508.96	8,214.12	→ 33,723.08
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Total Payroll Liability						128,502.37		→ 128,502.37
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Payroll Summary

Check Date: 10/15/2020

Page 2 of 2

VILLAGE OF PALOS PARK (1868)

Process: 2020101501

Pay Period: 09/26/2020 to 10/09/2020

Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount
107183851	10/15/2020	218.73				218.73
Totals		218.73		0.00		218.73 →
						218.73

Transfers

Type	Date	Source Account	Amount
Billing	10/15/2020	1405470*	218.73
Dir Dep	10/14/2020	1405470*	74,737.04
Tax	10/14/2020	1405470*	33,723.08
Totals Transfers			108,678.85 →
			108,678.85

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	10/21/2020	28,421.55
(Deposit made by Service Bureau)	Illinois SITW	10/21/2020	5,214.26
(Deposit made by Service Bureau)	Illinois SUI	2/1/2021	87.27
	Total Tax Deposits		33,723.08



Payroll Summary

Check Date: 10/29/2020

VILLAGE OF PALOS PARK (1868)

Process: 2020102901

Pay Period: 10/10/2020 to 10/23/2020

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	61	0.00	75,556.55	75,556.55	
	Regular	4	2,782.76	0.00	2,782.76	
Totals		65	2,782.76	75,556.55	78,339.31	→ 78,339.31

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Agency	Regular	7	13,069.72	5,631.99	18,701.71	
Totals			7	13,069.72	5,631.99	18,701.71	→ 18,701.71

Total Net Payroll Liability				15,852.48	81,188.54	97,041.02	→ 97,041.02
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Tax Liability

FITW and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Federal Income Tax	36-6006039		Semi-Weekly	106,132.74	106,132.74	12,394.78		
FFCRA Medical Premium Credit	36-6006039		Semi-Weekly	907.24	907.24			
FFCRA Medicare Credit	36-6006039		Semi-Weekly	907.24	907.24		-13.15	
FFCRA SS Credit	36-6006039		Semi-Weekly	907.24	907.24		-56.25	
FFCRA Wage Credit	36-6006039		Semi-Weekly	907.24	907.24		-907.22	
Medicare	36-6006039		Semi-Weekly	114,711.29	114,711.29	1,663.30		
Medicare - Employer	36-6006039		Semi-Weekly	114,711.29	114,711.29		1,663.31	
OASDI	36-6006039		Semi-Weekly	114,711.29	114,468.91	7,097.08		
OASDI - Employer	36-6006039		Semi-Weekly	114,711.29	114,468.91		7,097.07	
Unapplied Credit for FFCRA	36-6006039		Semi-Weekly					
Totals						21,155.16	7,783.76	→ 28,938.92

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	3660060390007		Semi-Weekly	106,132.74	106,132.74	5,353.11		
Totals						5,353.11	0.00	→ 5,353.11

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.010250	Quarterly	114,711.29	6,437.48		65.98	
Totals						0.00	65.98	→ 65.98

Total Tax Liability						26,508.27	7,849.74	→ 34,358.01
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Total Payroll Liability						131,399.03		→ 131,399.03
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Paylocity Corporation
(888) 873-8205

User: aaltic

Payroll Summary

VILLAGE OF PALOS PARK (1868)

Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount
107246929	10/29/2020	376.48				376.48
Totals		376.48		0.00		376.48 → 376.48

Transfers

Type	Date	Source Account	Amount
Billing	10/29/2020	1405470*	376.48
Dir Dep	10/28/2020	1405470*	75,556.55
Tax	10/28/2020	1405470*	34,358.01
Totals Transfers			110,291.04 → 110,291.04

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	11/4/2020	28,938.92
(Deposit made by Service Bureau)	Illinois SITW	11/4/2020	5,353.11
(Deposit made by Service Bureau)	Illinois SUI	2/1/2021	65.98
	Total Tax Deposits		34,358.01





VILLAGE OF
PALOS PARK

Village Council

Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

PC 2020 – 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

BACKGROUND:

The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is zoned R-1-A One Family Dwelling District. The resubdivision will create three equal 2.842 acre lots that meet the lot size and width requirements of the R-1-A zone. It is currently developed with several structures that will be demolished. Staff is recommending a condition for approval that the structures be demolished prior to recording of the plat, as no variances have been requested for setbacks from the proposed lot lines.

STAFF RECOMMENDATION

Staff recommends *approval* of the proposed final plat.

PLAN COMMISSION RECOMMENDATION:

The Plan Commission met on Thursday November 5, 2020 to consider proposed subdivision. Concurring with staff, the Commission found that the proposed plat of subdivision met all requirements of the Village Code. On a motion to recommend that the Village Council approve the proposed resubdivision 1268.02 (f), the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.

RECOMMENDED MOTION:

I move to approve Ordinance 2020 – 23 An Ordinance Approving Zubek's Resubdivision (12424, 12448 And 12456 South Wolf Road).

Attachments:

Ordinance 2020-23

Transmittal of Recommendation

Draft Minutes of the November 5, 2020 Plan Commission meeting

Staff Report to the Village of Palos Park Plan Commission

ORDINANCE NO. 2020 - 23

**AN ORDINANCE APPROVING
ZUBEK'S RESUBDIVISION
(12424, 12448 and 12456 South Wolf Road)**

WHEREAS, a petition has been filed with the Village of Palos Park, Cook County, Illinois, requesting that certain land, hereinafter described, be resubdivided; and

WHEREAS, the Plan Commission of the Village of Palos Park has held a public hearing relative to said request on November 5, 2020, and recommended approval of said resubdivision; and

WHEREAS, the Village Council of the Village of Palos Park deems it to be in the best interests of the Village that said resubdivision be authorized and allowed;

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1: That the three (3) lot resubdivision, legally described as follows:

ZUBEK'S RESUBDIVISION OF LOTS 9, 10 AND 11 (EXCEPT THE EAST 50 FEET THEREOF) IN THE CIRCUIT COURT PARTITION OF LOT 8 IN STEPHENSON'S SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS;

P.I.N.s: 23-30-401-005, 23-30-401-006 and 23-30-401-007;

Common Address: 12424, 12448 and 12456 South Wolf Road,
Palos Park, Illinois 60464;

is hereby approved, subject to the condition set forth in Section 2 below.

SECTION 2: That the approval of the resubdivision, as referenced in Section 1 above, is conditioned upon the demolition of all the structures currently existing on the property that is being resubdivided. As such, this Ordinance, and the Plat of

Resubdivision attached hereto as Exhibit A and made part hereof, shall not be recorded until such time as all of said structures are demolished.

SECTION 3: That the Mayor and Village Clerk are hereby authorized to sign and attest to the Plat of Resubdivision, attached hereto as Exhibit A and made part hereof, and are further authorized to cause a copy of the Plat of Resubdivision to be recorded with the Recorder of Deeds of Cook County, Illinois, and filed with the County Clerk of Cook County, Illinois, once all structures on the property referenced in Section 1 above have been demolished.

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

ADOPTED this 9th day of November, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 9th day of November, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Exhibit A

**Plat of Resubdivision
for Zubek's Resubdivision**

(attached)



TO: G. Darryl Reed, Building Commissioner
MEETING DATE: November 5, 2020 at 7:00 pm
FROM: Ed Marcyn, Chair
SUBJECT: Transmittal of Plan Commission Recommendation

PROJECT TITLE

PC 2020 – 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

PUBLIC HEARING

The Plan Commission held a public hearing regarding application #PC 2020-03 on November 5, 2020. Several residents were present for the hearing. One resident expressed a concern about the potential for a road or driveway to be constructed within an ingress/egress easement adjacent to the proposed resubdivision. It was explained that the easement is not part of the subdivision and not the purview of the hearing.

RECOMMENDATION

Concurring with staff, the Commission found that the proposed plat of subdivision met all requirements of the Village Code. On a motion to recommend that the Village Council approve the proposed resubdivision 1268.02 (f), the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.



VILLAGE OF PALOS PARK
PLAN COMMISSION – REGULAR MEETING
THURSDAY, NOVEMBER 5, 2020 7:00PM
DRAFT MEETING MINUTES

- I. Roll Call:** Chair Pro-tem: Edward Marcyn
- Members:** Rich DeBoer, Julie Kay, Ken Kredens
Dan McCarthy, Phil Wegele,
- Absent:** Matt Dill
- Staff:** Lauren Pruss, Community Development Director
Lisa Boyle, Deputy Village Clerk
Sally Kinney, Assistant to Mayor and Village Manager

II. Approval of Prior Regular Meeting Minutes:

Prior to reviewing the minutes, Chair Pro-tem Marcyn introduced Commissioner Kenneth Kredens as a new member of the Plan Commission.

Chair Pro-tem Marcyn then called for a motion to approve the minutes of the last Plan Commission meeting held on July 16, 2020. Commissioner Kay pointed out that her name was not included in both motions, but that Chair Pro-tem Marcyn was shown twice and that needed correction. Chair Pro-tem Marcyn also noted there were several places where right-of-way was spelled inconsistently.

Commissioner Wegele made a motion to approve the minutes from July 16, 2020, with noted corrections, seconded by Commissioner McCarthy.

Upon roll call:

AYES: (5) Wegele, McCarthy, DeBoer, Kay, Marcyn

NAYS: (0)

ABSTAIN: (1) Kredens

New Business:

Chair Pro-tem Marcyn introduced PC 2020 - 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a three-lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

Lauren Pruss, Director introduced the PC 2020-02 petition and stated that the owner, Mr. Zubek was in the audience and available for questions. The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is zoned R-1-A One Family Dwelling District. The resubdivision will create three equal 2.842 acre lots that meet the lot size and width requirements of

the R-1-A zone. It is currently developed with several structures that will be demolished. Staff is recommending a condition for approval that the structures be demolished prior to recording of the plat, as no variances have been requested for setbacks from the proposed lot lines. As the proposed final plat is in conformance with all Village Code requirements, staff is recommending approval.

Commissioner Wegele asked what the difference was between a subdivision and a re-subdivision? Director Pruss responded that a subdivision consisted of parcels that had not been previously subdivided. Mr. Zubek stated that the purpose of the resubdivision request was to create more even lots. Mr. Zubek also stated that all special assessments and water tap on fees have been paid on all three lots. He also said that each parcel would have its own PIN number assigned by Cook County. There was some discussion from the board as to how PIN numbers would be assigned. Director Pruss stated that PIN assignment is outside the Village of Palos Park's purview and that was all decided by Cook County.

Audience Testimony:

Resident, Donna Morlock, expressed concern about how these lots would be accessed. Would there be a street off of Ramsgate or would the access be from Wolf Road? Since the easement is not a part of the resubdivision request, Director Pruss, said the answer to Ms. Morlock's question would depend on the wording that is included on the easement legal description and that was not part of the evening's discussion. Director Pruss told Ms. Morlock she should consult an attorney.

There being no more discussion, Chair Pro-tem Marcyn asked for a motion regarding **PC 2020 – 02**. Commissioner DeBoer motioned to recommend approval of the resubdivision request of 12424, 12448 and 12456 South Wolf Road as long as all existing structures were demolished. The motion was seconded by Commissioner Kay.

Upon roll call:

AYES: (6) DeBoer, Kay, Wegele, McCarthy, Marcyn, Kredens

NAYS:(0)

New Business:

Chair Pro-tem Marcyn introduced the PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

The Plan Commission wanted to discuss and vote separately on the two issues contained in PC 2020-03.

- 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building.

Director Pruss, stated that there had been several requests regarding accessory building. She stated that this text amendment would simply allow residents to request a variance to build an accessory building that could be located between the building line and the street. Director Pruss stated that as the Code currently read, it would not even allow a variance request on this issue. Commissioner Kay asked if the term 'accessory building' meant garage? Commissioner McCarthy responded that in today's real estate market, there was a need for home office space and that an accessory structure could be utilized for this need. Director Pruss, stated that these types of buildings could be used for a garage, home office, servant quarters or guest quarters. These spaces could not have a kitchen, and must meet the R1A zoning of single family, which means relatives or 4 or 5 unrelated residents. Accessory buildings

could not be rented out. There could not be more than two accessory building on a lot, unless the lot is extremely large.

Director Pruss reiterated that this text amendment would only allow a resident with a standard lot to apply for a variance that could be heard by the Zoning Board, Plan Commission and in turn recommendations would be brought to the Village Council for denial or approval. Commissioner Kredens clarified that a hardship would have to be presented as well. Commissioner Kay asked why one would need two accessory buildings? Commissioner McCarthy responded that one could be a detached garage, and the other a shed or home office. Commissioner Kay was still concerned about two accessory buildings in a front yard. Commissioner Wegele responded that all this change would do, is give a right to apply for a variance. The various particulars would still have to be approved.

Audience Testimony: None

Chair Pro-tem asked for a motion regarding, Item #1 of PC 2020-03. 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building. PC 2020-03. Commissioner DeBoer moved, seconded by Commissioner Kredens, to recommend approval to the Village Council.

Upon roll call:

AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele

NAYS: (0)

2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Chair Pro-tem Marcyn said this is a very good change to the Village Code as it has caused unnecessary hardship to residents, if there was no possibility of a roadway being built.

Audience Testimony: None

Commissioner DeBoer made a motion, seconded by Commissioner Kredens to approve the amendment to Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Upon roll call:

AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele

NAYS: (0)

III. Other Business: Director Pruss updated the Plan Commission stating that the Village Council was considering the ROW discussion that Plan Commission heard at the July meeting. The Village Council will reconsider the pricing regulations of Section 1020.02, Vacations, at their November 9, 2020 regular meeting.

IV. Adjournment: Motion was made by Commissioner DeBoer, second by Commissioner McCarthy to adjourn the meeting at 8:00 p.m. Motion was approved unanimously to adjourn the meeting.

The foregoing minutes were approved by the Plan Commission on _____, 2020.

Sally A. Kinney
Assistant to Mayor and Village Manager



TO: Village of Palos Park Plan Commission
HEARING DATE: November 5, 2020 at 7:00pm
FROM: Community Development Department
SUBJECT: Staff Report

PROJECT TITLE

PC 2020 – 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

APPLICANT INFORMATION

APPLICANT(s): Chicago Title and Trust Company Trust #8002351900
(Kazimierz Zubek)
301 West 59th Street, Unit 5
Hinsdale, Illinois 60521

EXHIBITS:

1. Aerial Photo
2. Pictures of Site and Surrounding Area
3. Application for Plan Commission – Preliminary and Final Plat of Subdivision
4. Topographic Survey
5. Zubek’s Resubdivision, prepared by Roy G. Lawniczak and dated September 7, 2020.

PUBLIC HEARING NOTICE: The notice for this hearing was published in *The Regional News* on September 24, 2020 in accordance with the Village Zoning Ordinance. Signs were posted on the subject properties, and the Village notified neighboring property owners within 350’ of the subject property 15-30 days prior to the date of the hearing.

NEIGHBORHOOD COMMENT: At this time, staff has not received any inquiries or written comments regarding the proposed application.

PROPERTY INFORMATION

EXISTING ZONING: R-1-A One Family Dwelling District
EXISTING LAND USE: Single Family
PROPERTY SIZE: 8.526 acres
PINs: 23-30-401-005-0000, 23-30-401-006-0000, 23-30-401-007-0000

SURROUNDING ZONING AND LAND USES:

North: R-1-A, Single Family Residence
South: R-1-A, Single Family Residence
East: R-1-A, Single Family Residence
West: R-1-A, Single Family Residence

COMPREHENSIVE PLAN’S recommended use: Low Density Single Family Residential

ANALYSIS

DESCRIPTION:

The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is zoned R-1-A One Family Dwelling District. The resubdivision will create three equal 2.842 acre lots that meet the lot size and width requirements of the R-1-A zone. It is currently developed with several structures that will be demolished. Staff is recommending a condition for approval that the structures be demolished prior to recording of the plat, as no variances have been requested for setbacks from the proposed lot lines.

COMPREHENSIVE PLAN REVIEW:

The Village's Comprehensive Plan identifies this area as a single family low density residential. The proposed three lot subdivision with each lot containing a minimum of one acre complies with the plan.

ENGINEERING REVIEW:

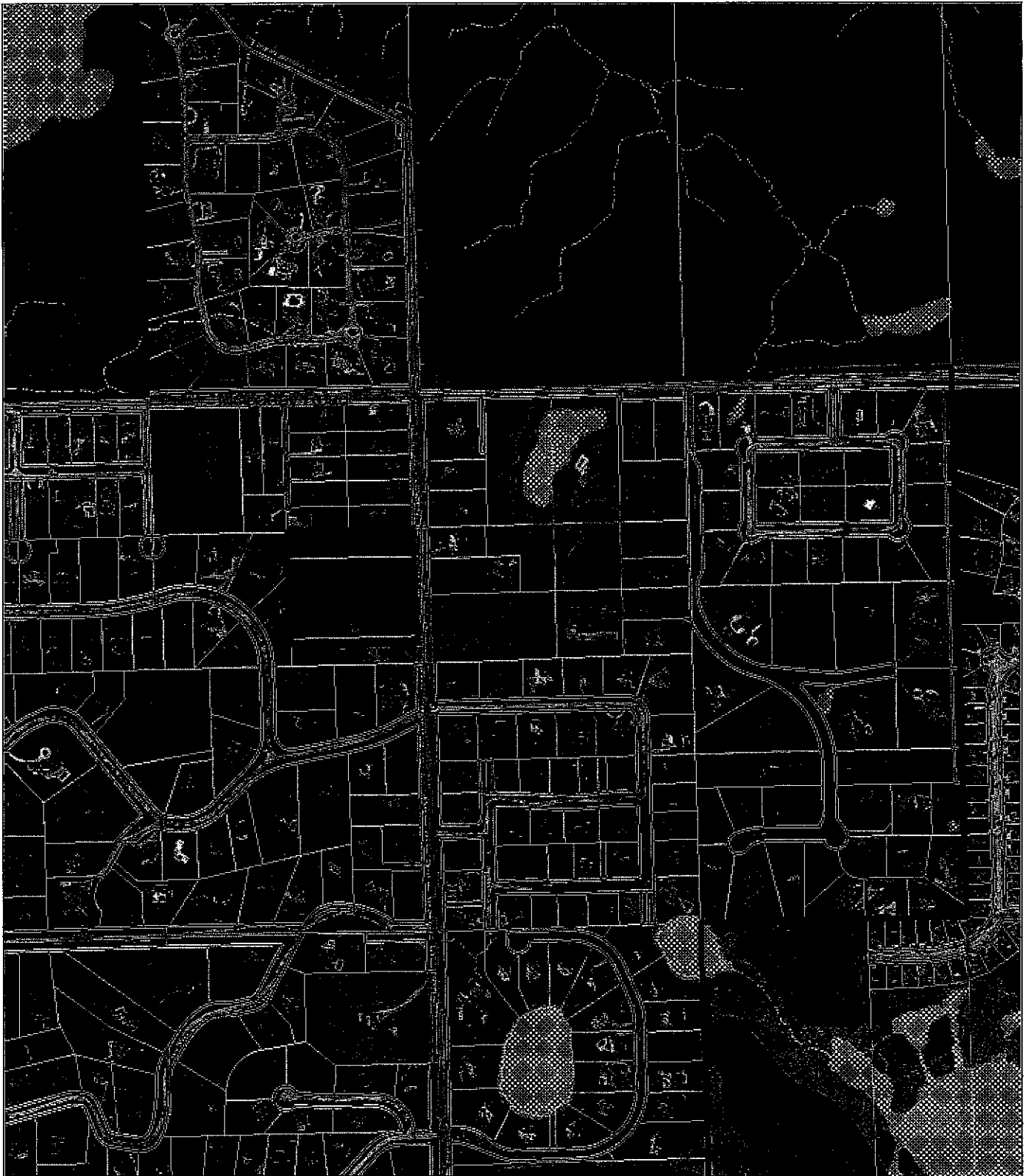
The Village's Engineer has reviewed the proposed plat and requested that a note be added to the plat stating that each lot shall provide it's own stormwater detention at the time of development. This note is included in the proposed plat of subdivision.

RECOMMENDATION:

The staff has reviewed the application and recommends *approval* of the proposed final plat.

RECOMMENDED MOTION:

I move to recommend that the Village Council approve the final plat of subdivision for 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park subject to the condition that the existing structures on the property be demolished prior to recordation of the plat of subdivision.



12424, 12448, 12456 S. Wolf Rd.



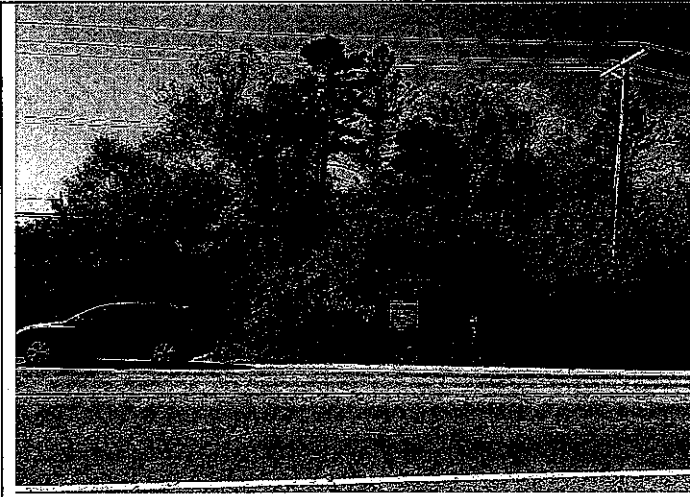
VILLAGE OF PALOS PARK
8999 West 123rd Street
Palos Park, IL 60464
(708) 671-3700

DISCLAIMER: The Village of Palos Park does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

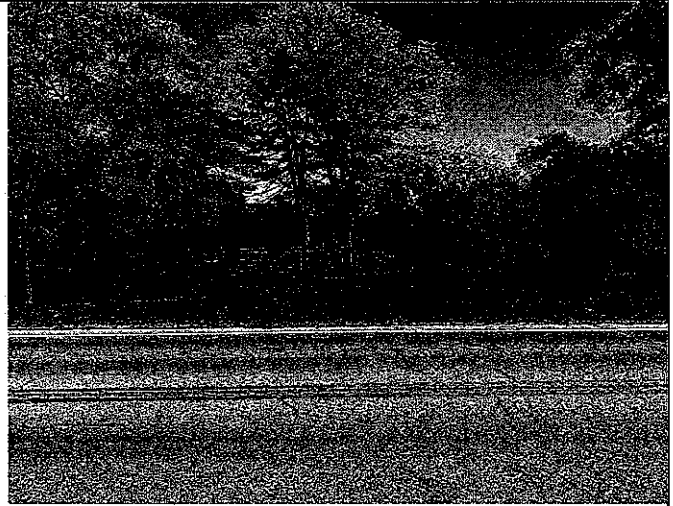
SCALE: 1" = 667'

Print Date: 10/7/2020

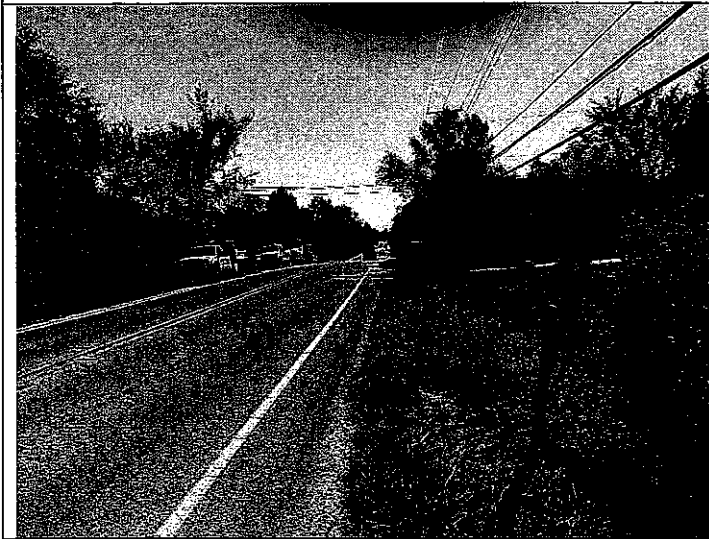
IMAGES OF SITE AND SURROUNDING AREA



View Looking West at Site



View Looking to the East of Site



View Looking South Along Wolf



View Looking North Along Wolf

**12424, 12448, and 12456 South Wolf Road
Three Lot Resubdivision**



Community Development Department
 8999 West 123rd Street
 Palos Park, IL 60464
 Phone: 708-671-3730
 Fax: 708-448-9542
 Web: www.palospark.org



Application Date: _____
 File #: _____
 Fee: _____

Plan Commission Application

SECTION I - GENERAL INFORMATION

12423-58 S Wolf Rd, Palos Park, IL 60464 23-30-401-005-0000, 23-30-401-006-0000; 23-30-401-007-0000

Project Address PIN #

Zubek's Resubdivision

Subdivision Name

Chicago Title and Trust Company Trust #8002351900 dated October 16, 2008 (Kazimierz Zubek) 301 W 59th St., Unit 5, Hinsdale, IL 60521

Property Owner's Name Property Owner's Mailing Address

312.907.0689 same kazekzubek57@gmail.com

Property Owner's Phone # Property Owner's Cell Phone # Property Owner's E-mail Address

SECTION II - APPROVAL REQUESTED

- Preliminary Subdivision
- Final Subdivision
- Variance - Subdivision
- Plat of Consolidation
- Special Use _____
- Planned Unit Development
- Commercial: Construction & Landscaping Review
- Other _____

SECTION III - REQUIRED SUBMITTALS

- Proof of ownership
- Cost Recovery Form
- Tree Permit/Plan
- Survey/Plan
- Colored Building Rendering (all sides, materials)
- Signage
- Parking
- Exterior Lighting (fixture cuts, light spread chart)
- Landscape Plan

- Exaction Fee
- Completion Bond Refund Date _____
- ROW Bond Refund Date _____
- Other _____

SECTION IV - PROJECT DETAILS

Project Description Subdivide the current property consisting of (3) unequal lots into three (3) separate equal lots. Zoning: R1A

Total Property Area 8.526 acres Current Use of Property Vacant land. Current structures to be torn down Comprehensive Plan Designation ONE Spg. Fam. DWELLING

Property Legal Description (Attach additional sheets as necessary): See attached

List and justify any requested variation(s) from the Zoning Ordinance and Subdivision Ordinance (attach additional pages as necessary): _____

SECTION V - Project Staff - List each applicable project staff name, email and phone number.

Slaven Ilic, slaven@iliclaw.com, 312.546.4815

Attorney

Roy. G. Lawniczak, yorrisurveyor@yahoo.com, 847.514.5472

Surveyor

none

Engineer

none

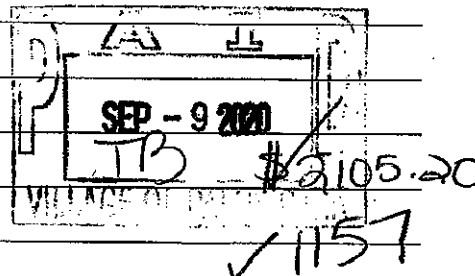
Architect

none

Landscape Architect

none

Other



SECTION VI - I, the undersigned, certify that all information contained in this application and accompanying documents is true and correct to the best of my knowledge. I also permit entrance on the Subject Property by Village Officials for the purpose of inspections related to this request.

[Signature] Kazimierz Zubek 090920

Applicant Signature Applicant Printed Name Date

Applicant is: Property owner Attorney Developer (Note: a letter of authorization from the owner(s) of record must be attached)

R.C.A. Surveyors, L.L.P.
ZUBEK'S RESUBDIVISION

RESUBDIVISION OF LOTS 9, 10 AND 11 (EXCEPT THE EAST 50 FEET THEREOF) IN THE CIRCUIT COURT PARTITION OF LOT 8 IN STEPHENSON'S SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 12424 WOLF ROAD, PALOS PARK, ILLINOIS.

TOTAL NET SUBDIVISION AREA: 343,275 SQUARE FEET OR 7.881 ACRES

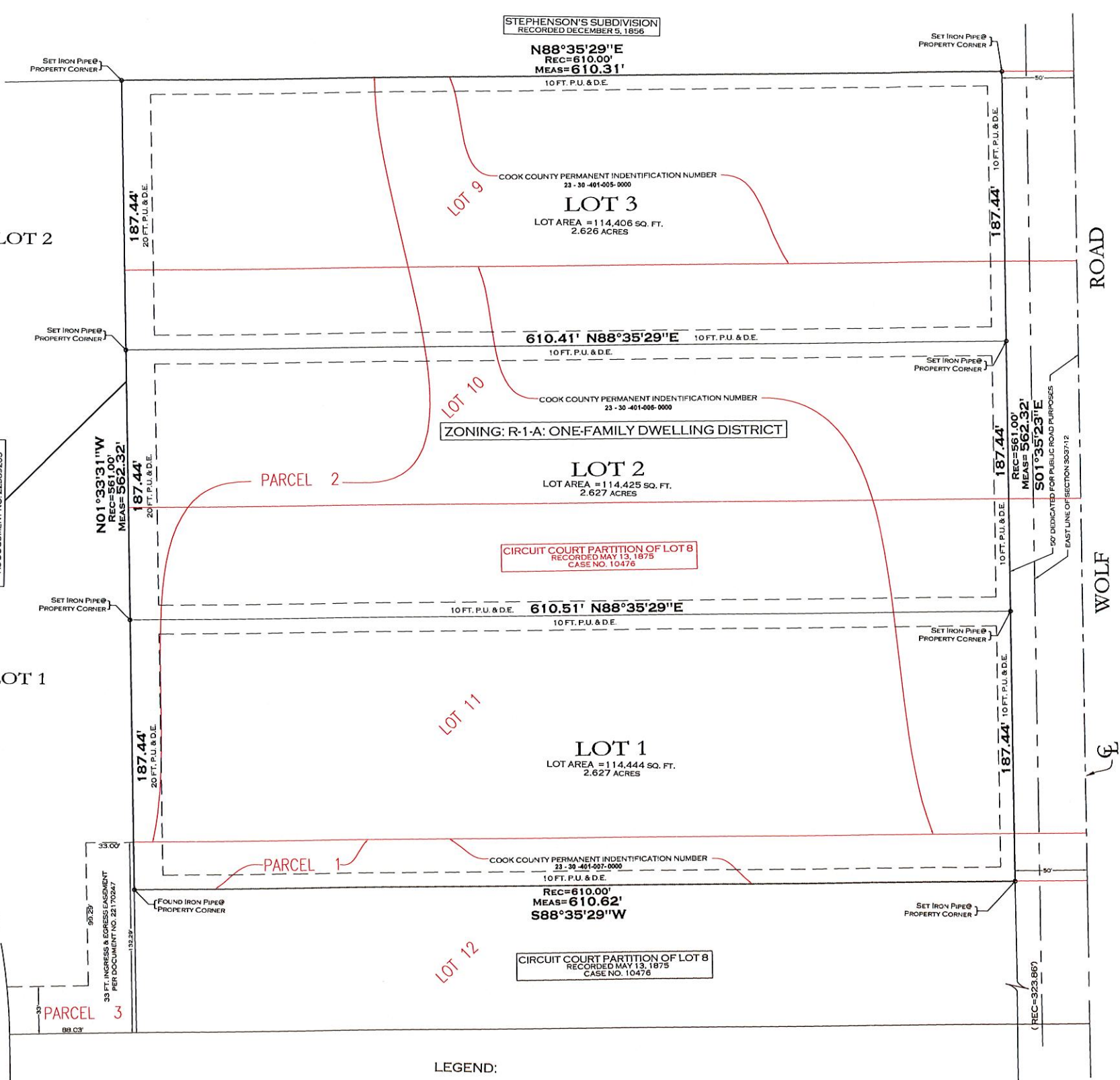
COOK COUNTY PERMANENT IDENTIFICATION NUMBERS: 23-30-401-005-0000; 23-30-401-006-0000; 23-30-401-007-0000



PLEASE SEND FUTURE TAX BILLS TO
CASEY ZUBEK
301 W. 59TH ST., APT. #5
HINSDALE, IL 60521

CONSTRUCTION AND LAND SURVEYORS
#107-24 HINSDALE, ILLINOIS 60521
TEL: 773-450-5121 FAX: 773-450-5122 FACSIMILE: 773-450-5123

AFTER RECORDING MAIL TO
VILLAGE CLERK
VILLAGE OF PALOS PARK
8900 W. 123RD STREET,
PALOS PARK, IL 60464



- LEGEND:**
- PARCEL 1 - EXISTING PARCELS
 - LOT 9 - EXISTING LOTS
 - LOT 1 - PROPOSED LOTS

OWNER'S CERTIFICATE:

STATE OF ILLINOIS)
) S.S.
COUNTY OF COOK)

I, **CASEY ZUBEK**, DO HEREBY CERTIFY THAT I AM THE LEGAL OWNER OF THE PROPERTY DESCRIBED HEREON AND THAT I HAVE CAUSED THE SAID PROPERTY TO BE SURVEYED AND SUBDIVIDED AS SHOWN HEREON. ADDITIONALLY, I HEREBY CERTIFY THAT THE PROPERTY HEREON DESCRIBED IS LOCATED WITHIN THE BOUNDARIES OF:

ELEMENTARY SCHOOL DISTRICT: **118**
HIGH SCHOOL DISTRICT: **230**
COMMUNITY COLLEGE DISTRICT: **MORAIN VALLEY COMMUNITY COLLEGE DISTRICT 524**

DATED THIS _____ DAY OF _____, A.D. 20__.

OWNER'S SIGNATURE _____

OWNER'S SIGNATURE _____

NOTARY CERTIFICATE:

STATE OF _____)
) S.S.
COUNTY OF COOK)

I, _____ (NOTARY'S NAME) A NOTARY PUBLIC IN AND FOR SAID COUNTY IN THE STATE AFORESAID DO HEREBY CERTIFY THAT _____ (OWNER'S NAME)

PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AS OWNER OF THE PROPERTY DESCRIBED HEREON, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED HE/SHE SIGNED THE SAID INSTRUMENT AS HIS/HER OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____, A.D. 20__.

NOTARY PUBLIC _____

PLAN COMMISSION:

APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS, THIS _____ DAY _____, 20__.

PLAN COMMISSION CHAIRMAN _____ SECRETARY _____

VILLAGE CLERK:

I, _____ VILLAGE CLERK OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT, UNPAID, FORFEITED OR DEFERRED SPECIAL ASSESSMENTS DUE AGAINST THE LAND INCLUDED IN THE HEREON DRAWN PLAT OF SUBDIVISION.

DATED AT PALOS PARK, COOK COUNTY, ILLINOIS.

THIS _____ DAY OF _____, 20__.

VILLAGE CLERK _____

MAYOR AND VILLAGE COUNCIL:

APPROVED AND ACCEPTED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS, AT A PUBLIC MEETING HELD THIS _____ DAY OF _____, 20__.

VILLAGE MAYOR _____ VILLAGE CLERK _____

COOK COUNTY DEPARTMENT OF TRANSPORTATION CERTIFICATE:

STATE OF ILLINOIS)
) S.S.
COUNTY OF COOK)

THIS PLAT HAS BEEN APPROVED BY THE COOK COUNTY DEPARTMENT OF TRANSPORTATION WITH RESPECT TO ROADWAY ACCESS PURSUANT OF §2 OF "AN ACT TO REVISE THE LAW IN RELATION TO PLATS," AS AMENDED; A PLAN THAT MEETS THE REQUIREMENTS CONTAINED IN THE DEPARTMENT'S "POLICY ON PERMITS FOR ACCESS DRIVEWAYS TO STATE HIGHWAYS" WILL BE REQUIRED BY THE DEPARTMENT.

SUPERINTENDENT OF DEPARTMENT OF TRANSPORTATION AND HIGHWAYS _____

STORMWATER DRAINAGE:

ONSITE STORMWATER CONTROL SHALL BE REQUIRED, IN REGARD TO ANY DEVELOPMENT UPON A LOT CREATED BY THIS PLAT OF SUBDIVISION, IN ACCORDANCE WITH THE STORMWATER MANAGEMENT REQUIREMENTS OF THE VILLAGE OF PALOS PARK AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO, IN EFFECT WHEN ANY SUCH DEVELOPMENT OCCURS.

PUBLIC UTILITY & DRAINAGE EASEMENT PROVISIONS

EASEMENTS ARE HEREBY RESERVED FOR AND GRANTED TO THE VILLAGE OF PALOS PARK, ILLINOIS AND THOSE PUBLIC UTILITY COMPANIES OPERATING UNDER THE FRANCHISE FROM THE VILLAGE OF PALOS PARK, INCLUDING, BUT NOT LIMITED TO, COMMONWEALTH EDISON COMPANY, AMERITECH, NICOR GAS COMPANY, CABLE TELEVISION FRANCHISEES, AND THE METROPOLITAN SANITARY DISTRICT OF CHICAGO AND THEIR SUCCESSORS AND ASSIGNS, OVER ALL OF THE AREAS MARKED "PUBLIC UTILITY AND DRAINAGE EASEMENT" OR MARKED "P.U. & D.E." ON THE PLAT FOR THE PERPETUAL RIGHT, PRIVILEGE AND AUTHORITY TO CONSTRUCT, RECONSTRUCT, REPAIR, INSPECT, MAINTAIN AND OPERATE VARIOUS UTILITY TRANSMISSION AND DISTRIBUTION SYSTEMS, INCLUDING ELECTRICITY, SOUNDS AND SIGNALS, GAS PIPELINES, WATER PIPELINES, AND STORM AND SANITARY SEWERS, AND STORMWATER DRAINAGE PATHS, TOGETHER WITH ANY AND ALL NECESSARY MANHOLES, CATCH BASINS, CONNECTIONS, APPLIANCES AND OTHER STRUCTURES AND APPURTENANCES AS MAY BE DEEMED NECESSARY, OVER, UPON, ALONG, UNDER AND THROUGH SAID INDICATED EASEMENTS, TOGETHER WITH RIGHT OF ACCESS ACROSS THE PROPERTY AS NECESSARY, THE RIGHT IS ALSO GRANTED TO CLUT DOWN, TRIM OR REMOVE ANY TREES, SHRUBS OR OTHER PLANTS ON SAID INDICATED EASEMENTS THAT INTERFERE WITH THE OPERATION OF THE DRAINAGE PATH OR UTILITY, NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID INDICATED EASEMENTS, BUT, SAME MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS, WHERE SAID INDICATED EASEMENTS ARE USED BOTH FOR DRAINAGE, SEWERS AND OTHER UTILITIES.

LAND SURVEYOR'S CERTIFICATE:
STATE OF ILLINOIS)
COUNTY OF COOK)
I, _____ A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE PERSONALLY SURVEYED THE PROPERTY DESCRIBED IN THE ABOVE PLAT AND THAT THE SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE SAID PROPERTY.
PARCEL 1:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 2:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 3:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 4:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 5:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 6:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 7:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 8:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 9:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 10:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 11:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.
PARCEL 12:
THE 101.23 FEET OF LOT 11 IN THE CIRCUIT COURT PARTITION OF THE SOUTHWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 30, TOWNSHIP 37 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

PROJECT NO.: 20-5973
ISSUE DATE: 9/7/2020
SCALE: 1"=40'
SHEET NUMBER 1

PLAT PREPARED FOR:
CASEY ZUBEK
301 W. 59TH ST., APT. #5
HINSDALE, IL 60521

10/28/2020 - REVISED PER COMMENTS
10/09/2020 - REVISED PER COMMENTS
10/05/2020 - REVISED PER COMMENTS



VILLAGE OF
PALOS PARK

Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

PC 2020 - 03: An Ordinance Amending Part Twelve, Title Six, Chapter 1264, Section 1264.04, Variances, of the Palos Park Village Code in regard to Accessory Building Location Variations

BACKGROUND:

The Village code currently reads “No accessory building shall be constructed beyond the front building line of the principal building.” The Village has many lots with the main building being setback so far that staff has come across several situations where no accessory building could be constructed on the property. There is currently no way to grant relief of this regulation. The proposed text amendment will permit a property owner to request a variance to permit an accessory building beyond the front building line so long as the structure meets all other required setbacks. This will permit the Village Council to approve a variance when the petitioner is able to prove that the regulation presents an undue burden on the property.

STAFF RECOMMENDATION

Staff recommends *approval* of the proposed amendment to the Zoning Ordinance.

PLAN COMMISSION RECOMMENDATION:

The Plan Commission met on Thursday November 5, 2020 to consider proposed text amendment. Concurring with the staff recommendation that there should be the ability to request a variance of the provision of the code which prohibits an accessory building beyond the front building line, a motion was made to recommend that the Village Council approve the proposed text amendment to Section 1264.04, Variances. The vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.

RECOMMENDED MOTION:

I move to approve Ordinance 2020 – 24 Amending Part Twelve, Title Six, Chapter 1264, Section 1264.04, Variances, of the Palos Park Village Code in regard to Accessory Building Location Variations.

Attachments:

Ordinance 2020-24

Transmittal of Recommendation

Draft Minutes of the November 5, 2020 Plan Commission meeting

Staff Report to the Village of Palos Park Plan Commission

ORDINANCE NO. 2020 - 24

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1264, SECTION 1264.04, VARIANCES,
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
ACCESSORY BUILDING LOCATION VARIATIONS**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A. That, on November 5, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B. That, on November 5, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C. The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1264, Section 1264.04, Variances, of the Palos Park Village Code is hereby amended by adding a new subsection (t) thereto, which shall read in its entirety as follows:

"(t) To permit an accessory building to be constructed beyond the front building line of the principal building, subject to the location of said accessory building being otherwise in compliance with Section 1286.06(a)(6) of this Code."

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this 9th day of November, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 9th day of November, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk



TO: G. Darryl Reed, Building Commissioner
MEETING DATE: November 5, 2020 at 7:00 pm
FROM: Ed Marcyn, Chair
SUBJECT: Transmittal of Plan Commission Recommendation

PROJECT TITLE

PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

PUBLIC HEARING

The Plan Commission held a public hearing regarding application #PC 2020-03 on November 5, 2020. No residents were present for the hearing.

RECOMMENDATION

Finding that the text amendment to add a new authorized variance to Section 1264.04, Variances, to permit a property owner the ability to request a variance to construct an accessory building beyond the front building line of the principal building line was necessary due to the many nonconforming lots in the Village, the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.

Finding that the text amendment to Section 1268.02 (f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way to be appropriate as the existing fifty foot required corner side yard setback created an undue burden on these lots, the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.



VILLAGE OF
PALOS PARK

VILLAGE OF PALOS PARK
PLAN COMMISSION – REGULAR MEETING
THURSDAY, NOVEMBER 5, 2020 7:00PM
DRAFT MEETING MINUTES

- I. Roll Call:** Chair Pro-tem: Edward Marcyn
- Members:** Rich DeBoer, Julie Kay, Ken Kredens
Dan McCarthy, Phil Wegele,
- Absent:** Matt Dill
- Staff:** Lauren Pruss, Community Development Director
Lisa Boyle, Deputy Village Clerk
Sally Kinney, Assistant to Mayor and Village Manager

II. Approval of Prior Regular Meeting Minutes:

Prior to reviewing the minutes, Chair Pro-tem Marcyn introduced Commissioner Kenneth Kredens as a new member of the Plan Commission.

Chair Pro-tem Marcyn then called for a motion to approve the minutes of the last Plan Commission meeting held on July 16, 2020. Commissioner Kay pointed out that her name was not included in both motions, but that Chair Pro-tem Marcyn was shown twice and that needed correction. Chair Pro-tem Marcyn also noted there were several places where right-of-way was spelled inconsistently.

Commissioner Wegele made a motion to approve the minutes from July 16, 2020, with noted corrections, seconded by Commissioner McCarthy.

Upon roll call:

AYES: (5) Wegele, McCarthy, DeBoer, Kay, Marcyn

NAYS: (0)

ABSTAIN: (1) Kredens

New Business:

Chair Pro-tem Marcyn introduced PC 2020 - 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a three-lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

Lauren Pruss, Director introduced the PC 2020-02 petition and stated that the owner, Mr. Zubek was in the audience and available for questions. The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is zoned R-1-A One Family Dwelling District. The resubdivision will create three equal 2.842 acre lots that meet the lot size and width requirements of

the R-1-A zone. It is currently developed with several structures that will be demolished. Staff is recommending a condition for approval that the structures be demolished prior to recording of the plat, as no variances have been requested for setbacks from the proposed lot lines. As the proposed final plat is in conformance with all Village Code requirements, staff is recommending approval.

Commissioner Wegele asked what the difference was between a subdivision and a re-subdivision? Director Pruss responded that a subdivision consisted of parcels that had not been previously subdivided. Mr. Zubek stated that the purpose of the resubdivision request was to create more even lots. Mr. Zubek also stated that all special assessments and water tap on fees have been paid on all three lots. He also said that each parcel would have its own PIN number assigned by Cook County. There was some discussion from the board as to how PIN numbers would be assigned. Director Pruss stated that PIN assignment is outside the Village of Palos Park's purview and that was all decided by Cook County.

Audience Testimony:

Resident, Donna Morlock, expressed concern about how these lots would be accessed. Would there be a street off of Ramsgate or would the access be from Wolf Road? Since the easement is not a part of the resubdivision request, Director Pruss, said the answer to Ms. Morlock's question would depend on the wording that is included on the easement legal description and that was not part of the evening's discussion. Director Pruss told Ms. Morlock she should consult an attorney.

There being no more discussion, Chair Pro-tem Marcyn asked for a motion regarding **PC 2020 – 02**. Commissioner DeBoer motioned to recommend approval of the resubdivision request of 12424, 12448 and 12456 South Wolf Road as long as all existing structures were demolished. The motion was seconded by Commissioner Kay.

Upon roll call:

AYES: (6) DeBoer, Kay, Wegele, McCarthy, Marcyn, Kredens

NAYS:(0)

New Business:

Chair Pro-tem Marcyn introduced the PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

The Plan Commission wanted to discuss and vote separately on the two issues contained in PC 2020-03.

- 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building.

Director Pruss, stated that there had been several requests regarding accessory building. She stated that this text amendment would simply allow residents to request a variance to build an accessory building that could be located between the building line and the street. Director Pruss stated that as the Code currently read, it would not even allow a variance request on this issue. Commissioner Kay asked if the term 'accessory building' meant garage? Commissioner McCarthy responded that in today's real estate market, there was a need for home office space and that an accessory structure could be utilized for this need. Director Pruss, stated that these types of buildings could be used for a garage, home office, servant quarters or guest quarters. These spaces could not have a kitchen, and must meet the R1A zoning of single family, which means relatives or 4 or 5 unrelated residents. Accessory buildings

could not be rented out. There could not be more than two accessory building on a lot, unless the lot is extremely large.

Director Pruss reiterated that this text amendment would only allow a resident with a standard lot to apply for a variance that could be heard by the Zoning Board, Plan Commission and in turn recommendations would be brought to the Village Council for denial or approval. Commissioner Kredens clarified that a hardship would have to be presented as well. Commissioner Kay asked why one would need two accessory buildings? Commissioner McCarthy responded that one could be a detached garage, and the other a shed or home office. Commissioner Kay was still concerned about two accessory buildings in a front yard. Commissioner Wegele responded that all this change would do, is give a right to apply for a variance. The various particulars would still have to be approved.

Audience Testimony: None

Chair Pro-tem asked for a motion regarding, Item #1 of PC 2020-03. 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building. PC 2020-03. Commissioner DeBoer moved, seconded by Commissioner Kredens, to recommend approval to the Village Council.

Upon roll call:
AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele
NAYS: (0)

2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Chair Pro-tem Marcyn said this is a very good change to the Village Code as it has caused unnecessary hardship to residents, if there was no possibility of a roadway being built.

Audience Testimony: None

Commissioner DeBoer made a motion, seconded by Commissioner Kredens to approve the amendment to Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Upon roll call:
AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele
NAYS: (0)

III. **Other Business:** Director Pruss updated the Plan Commission stating that the Village Council was considering the ROW discussion that Plan Commission heard at the July meeting. The Village Council will reconsider the pricing regulations of Section 1020.02, Vacations, at their November 9, 2020 regular meeting.

IV. **Adjournment:** Motion was made by Commissioner DeBoer, second by Commissioner McCarthy to adjourn the meeting at 8:00 p.m. Motion was approved unanimously to adjourn the meeting.

The foregoing minutes were approved by the Plan Commission on _____, 2020.

Sally A. Kinney
Assistant to Mayor and Village Manager



TO: Village of Palos Park Plan Commission
HEARING DATE: October 15, 2020 at 7:00pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT TITLE

PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

APPLICANT INFORMATION

APPLICANT(s): Village of Palos Park
8999 W. 123rd Street
Palos Park, Illinois 60464

EXHIBITS:

1. Draft Zoning Ordinance Amendments

PUBLIC HEARING NOTICE: The notice for this hearing was published in *The Regional News* on September 24, 2020 in accordance with the Village Zoning Ordinance.

NEIGHBORHOOD COMMENT: At this time, no public comment has been received by staff.

ANALYSIS

BACKGROUND

The Village has a large number of undeveloped right-of-ways (ROW) that will never be used for street purposes. Lots abutting an undeveloped ROW are considered corner lots due to the definition of “corner lot” which states: “a parcel of land situated at the intersection of any combination of two or more streets, private roads or easements for ingress and egress,” and due to the definition of “street” which states: “ a dedicated public way other than an alley, whether open or not.” Staff has had several inquiries for improvements to property abutting undeveloped ROW where it seemed unreasonable to require the 50 foot corner side yard setback as the undeveloped ROW provides the appearance of a larger setback. As such a text amendment is proposed to revise the side yard setback requirements in the R-1-A zone for lots abutting an undeveloped right of way to be equal to the standard side yard setback of 15% of the lot width.

Additionally, the code currently reads “No accessory building shall be constructed beyond the front building line of the principal building.” The Village has many lots with the main building being setback so far that staff has come across several situations where no accessory building could be constructed on the property. The second amendment will permit a property owner to request a variance to permit an accessory building beyond the front building line so long as the structure meets all other required setbacks.

RECOMMENDATION

The staff recommends *approval* of the proposed amendments to the Zoning Ordinance.

RECOMMENDED MOTION

I make a motion to recommend that the Village Council approve the proposed amendment to Section 1264.04 of the Village Code in Regard to Accessory Building Location Variations, and Section 1268.02(f) in Regard to Side Yard Setbacks in the R-1-A One Family Dwelling District.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1264, SECTION 1264.04
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
ACCESSORY BUILDING LOCATION VARIATIONS**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A. That, on February 20, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B. That, on February 20, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C. The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1264, Section 1264.04 of the Palos Park Village Code is hereby amended by adding a new subsection (t) thereto, which shall read in its entirety as follows:

"(t) To permit an accessory building to be constructed beyond the front building line of the principal building, subject to the location of said accessory building being otherwise in compliance with Section 1286.06(a)(6) of this Code."

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this ____ day of _____, 2020, pursuant to a roll call vote as follows.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1268, SECTION 1268.02(f)
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
SIDE YARD SETBACKS IN THE R-1-A ONE-FAMILY DWELLING DISTRICT**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A. That, on February 20, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B. That, on February 20, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C. The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1268, Section 1268.02(f) of the Palos Park Village Code is hereby amended by adding a new sentence to the end thereof, which shall read in its entirety as follows:

"Notwithstanding the foregoing sentence, where the side yard of a corner lot abuts a dedicated but unimproved right-of-way, the side yard setback for the side yard abutting said dedicated but unimproved right-of-way shall be controlled by the first sentence of this subsection"

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this ____ day of _____, 2020, pursuant to a roll call vote as follows.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk



VILLAGE OF
PALOS PARK

Village Council

Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

PC 2020 - 03: An Ordinance Amending Part Twelve, Title Six, Chapter 1268, Section 1268.02(F) of the Palos Park Village Code in regard to Side Yard Setbacks in the R-1-A One-Family Dwelling District.

BACKGROUND:

The Village has a large number of undeveloped right-of-ways (ROW) that will never be used for street purposes. Lots abutting an undeveloped ROW are considered corner lots due to the definition of “corner lot” which states: “a parcel of land situated at the intersection of any combination of two or more streets, private roads or easements for ingress and egress,” and due to the definition of “street” which states: “a dedicated public way other than an alley, whether open or not.” Staff has had several inquiries for improvements to property abutting undeveloped ROW where it seemed unreasonable to require the 50 foot corner side yard setback as the undeveloped ROW provides the appearance of a larger setback. As such, a text amendment is proposed to revise the side yard setback requirements in the R-1-A zone for lots abutting an undeveloped right of way to be equal to the standard side yard setback of 15% of the lot width.

STAFF RECOMMENDATION

Staff recommends *approval* of the proposed amendment to the Zoning Ordinance.

PLAN COMMISSION RECOMMENDATION:

The Plan Commission met on Thursday November 5, 2020 to consider proposed text amendment. Concurring with the staff recommendation that the requirement of a 50 foot setback on corner side yards abutting an undeveloped ROW presents an undue burden on a property, a motion was made to recommend that the Village Council approve the proposed text amendment to Section 1268.02 (f). The vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.

RECOMMENDED MOTION:

I move to approve Ordinance 2020 – 25 An Ordinance Amending Part Twelve, Title Six, Chapter 1268, Section 1268.02(F) of the Palos Park Village Code in regard to Side Yard Setbacks in the R-1-A One-Family Dwelling District.

Attachments:

Ordinance 2020-25

Transmittal of Recommendation
Draft Minutes of the November 5, 2020 Plan Commission meeting
Staff Report to the Village of Palos Park Plan Commission

ORDINANCE NO. 2020 - 25

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1268, SECTION 1268.02(f)
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
SIDE YARD SETBACKS IN THE R-1-A ONE-FAMILY DWELLING DISTRICT**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A. That, on November 5, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B. That, on November 5, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C. The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1268, Section 1268.02(f) of the Palos Park Village Code is hereby amended by adding a new sentence to the end thereof, which shall read in its entirety as follows:

"Notwithstanding the foregoing sentence, where the side yard of a corner lot abuts a dedicated but unimproved right-of-way, the side yard setback for the side yard abutting said dedicated but unimproved right-of-way shall be controlled by the first sentence of this subsection"

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this 9th day of November, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 9th day of November, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk



TO: G. Darryl Reed, Building Commissioner
MEETING DATE: November 5, 2020 at 7:00 pm
FROM: Ed Marcyn, Chair
SUBJECT: Transmittal of Plan Commission Recommendation

PROJECT TITLE

PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

PUBLIC HEARING

The Plan Commission held a public hearing regarding application #PC 2020-03 on November 5, 2020. No residents were present for the hearing.

RECOMMENDATION

Finding that the text amendment to add a new authorized variance to Section 1264.04, Variances, to permit a property owner the ability to request a variance to construct an accessory building beyond the front building line of the principal building line was necessary due to the many nonconforming lots in the Village, the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.

Finding that the text amendment to Section 1268.02 (f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way to be appropriate as the existing fifty foot required corner side yard setback created an undue burden on these lots, the vote was six (6) yes (DeBoer, Kay, McCarthy, Kredens, Wegele, Marcyn), zero (0) no.



VILLAGE OF
PALOS PARK

VILLAGE OF PALOS PARK
PLAN COMMISSION – REGULAR MEETING
THURSDAY, NOVEMBER 5, 2020 7:00PM
DRAFT MEETING MINUTES

- I. Roll Call:** Chair Pro-tem: Edward Marcyn
- Members:** Rich DeBoer, Julie Kay, Ken Kredens
Dan McCarthy, Phil Wegele,
- Absent:** Matt Dill
- Staff:** Lauren Pruss, Community Development Director
Lisa Boyle, Deputy Village Clerk
Sally Kinney, Assistant to Mayor and Village Manager

II. Approval of Prior Regular Meeting Minutes:

Prior to reviewing the minutes, Chair Pro-tem Marcyn introduced Commissioner Kenneth Kredens as a new member of the Plan Commission.

Chair Pro-tem Marcyn then called for a motion to approve the minutes of the last Plan Commission meeting held on July 16, 2020. Commissioner Kay pointed out that her name was not included in both motions, but that Chair Pro-tem Marcyn was shown twice and that needed correction. Chair Pro-tem Marcyn also noted there were several places where right-of-way was spelled inconsistently.

Commissioner Wegele made a motion to approve the minutes from July 16, 2020, with noted corrections, seconded by Commissioner McCarthy.

Upon roll call:

AYES: (5) Wegele, McCarthy, DeBoer, Kay, Marcyn

NAYS: (0)

ABSTAIN: (1) Kredens

New Business:

Chair Pro-tem Marcyn introduced PC 2020 - 02: The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a three-lot resubdivision of the property. The subject site is 8.526 acres and is developed with several structures and zoned R-1-A One Family Dwelling District. The resubdivision will create two 2.627 acre lots and one 2.626 acre lot.

Lauren Pruss, Director introduced the PC 2020-02 petition and stated that the owner, Mr. Zubek was in the audience and available for questions. The owner of 12424, 12448 and 12456 South Wolf Road in the Village of Palos Park, has requested approval of a preliminary and final plat for a 3 lot resubdivision of the property. The subject site is 8.526 acres and is zoned R-1-A One Family Dwelling District. The resubdivision will create three equal 2.842 acre lots that meet the lot size and width requirements of

the R-1-A zone. It is currently developed with several structures that will be demolished. Staff is recommending a condition for approval that the structures be demolished prior to recording of the plat, as no variances have been requested for setbacks from the proposed lot lines. As the proposed final plat is in conformance with all Village Code requirements, staff is recommending approval.

Commissioner Wegele asked what the difference was between a subdivision and a re-subdivision? Director Pruss responded that a subdivision consisted of parcels that had not been previously subdivided. Mr. Zubek stated that the purpose of the resubdivision request was to create more even lots. Mr. Zubek also stated that all special assessments and water tap on fees have been paid on all three lots. He also said that each parcel would have its own PIN number assigned by Cook County. There was some discussion from the board as to how PIN numbers would be assigned. Director Pruss stated that PIN assignment is outside the Village of Palos Park's purview and that was all decided by Cook County.

Audience Testimony:

Resident, Donna Morlock, expressed concern about how these lots would be accessed. Would there be a street off of Ramsgate or would the access be from Wolf Road? Since the easement is not a part of the resubdivision request, Director Pruss, said the answer to Ms. Morlock's question would depend on the wording that is included on the easement legal description and that was not part of the evening's discussion. Director Pruss told Ms. Morlock she should consult an attorney.

There being no more discussion, Chair Pro-tem Marcyn asked for a motion regarding **PC 2020 – 02**. Commissioner DeBoer motioned to recommend approval of the resubdivision request of 12424, 12448 and 12456 South Wolf Road as long as all existing structures were demolished. The motion was seconded by Commissioner Kay.

Upon roll call:

AYES: (6) DeBoer, Kay, Wegele, McCarthy, Marcyn, Kredens

NAYS:(0)

New Business:

Chair Pro-tem Marcyn introduced the PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

The Plan Commission wanted to discuss and vote separately on the two issues contained in PC 2020-03.

- 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building.

Director Pruss, stated that there had been several requests regarding accessory building. She stated that this text amendment would simply allow residents to request a variance to build an accessory building that could be located between the building line and the street. Director Pruss stated that as the Code currently read, it would not even allow a variance request on this issue. Commissioner Kay asked if the term 'accessory building' meant garage? Commissioner McCarthy responded that in today's real estate market, there was a need for home office space and that an accessory structure could be utilized for this need. Director Pruss, stated that these types of buildings could be used for a garage, home office, servant quarters or guest quarters. These spaces could not have a kitchen, and must meet the R1A zoning of single family, which means relatives or 4 or 5 unrelated residents. Accessory buildings

could not be rented out. There could not be more than two accessory building on a lot, unless the lot is extremely large.

Director Pruss reiterated that this text amendment would only allow a resident with a standard lot to apply for a variance that could be heard by the Zoning Board, Plan Commission and in turn recommendations would be brought to the Village Council for denial or approval. Commissioner Kredens clarified that a hardship would have to be presented as well. Commissioner Kay asked why one would need two accessory buildings? Commissioner McCarthy responded that one could be a detached garage, and the other a shed or home office. Commissioner Kay was still concerned about two accessory buildings in a front yard. Commissioner Wegele responded that all this change would do, is give a right to apply for a variance. The various particulars would still have to be approved.

Audience Testimony: None

Chair Pro-tem asked for a motion regarding, Item #1 of PC 2020-03. 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building. PC 2020-03. Commissioner DeBoer moved, seconded by Commissioner Kredens, to recommend approval to the Village Council.

Upon roll call:

AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele

NAYS: (0)

2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Chair Pro-tem Marcyn said this is a very good change to the Village Code as it has caused unnecessary hardship to residents, if there was no possibility of a roadway being built.

Audience Testimony: None

Commissioner DeBoer made a motion, seconded by Commissioner Kredens to approve the amendment to Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

Upon roll call:

AYES: (5) DeBoer, Kredens, Kay, McCarthy, Marcyn, Wegele

NAYS: (0)

III. Other Business: Director Pruss updated the Plan Commission stating that the Village Council was considering the ROW discussion that Plan Commission heard at the July meeting. The Village Council will reconsider the pricing regulations of Section 1020.02, Vacations, at their November 9, 2020 regular meeting.

IV. Adjournment: Motion was made by Commissioner DeBoer, second by Commissioner McCarthy to adjourn the meeting at 8:00 p.m. Motion was approved unanimously to adjourn the meeting.

The foregoing minutes were approved by the Plan Commission on _____, 2020.

Sally A. Kinney
Assistant to Mayor and Village Manager



TO: Village of Palos Park Plan Commission
HEARING DATE: October 15, 2020 at 7:00pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT TITLE

PC 2020 - 03: The Village of Palos Park has filed an application to amend the text of the Zoning Ordinance as follows: 1) To amend Section 1264.04 to add a variance to permit an accessory building to be constructed beyond the front building line of the principal building, and 2) To amend Section 1268.02(f) to reduce the required corner side yard setback for side yards abutting a dedicated but unimproved right-of-way.

APPLICANT INFORMATION

APPLICANT(s): Village of Palos Park
8999 W. 123rd Street
Palos Park, Illinois 60464

EXHIBITS:

1. Draft Zoning Ordinance Amendments

PUBLIC HEARING NOTICE: The notice for this hearing was published in *The Regional News* on September 24, 2020 in accordance with the Village Zoning Ordinance.

NEIGHBORHOOD COMMENT: At this time, no public comment has been received by staff.

ANALYSIS

BACKGROUND

The Village has a large number of undeveloped right-of-ways (ROW) that will never be used for street purposes. Lots abutting an undeveloped ROW are considered corner lots due to the definition of "corner lot" which states: "a parcel of land situated at the intersection of any combination of two or more streets, private roads or easements for ingress and egress," and due to the definition of "street" which states: "a dedicated public way other than an alley, whether open or not." Staff has had several inquiries for improvements to property abutting undeveloped ROW where it seemed unreasonable to require the 50 foot corner side yard setback as the undeveloped ROW provides the appearance of a larger setback. As such a text amendment is proposed to revise the side yard setback requirements in the R-1-A zone for lots abutting an undeveloped right of way to be equal to the standard side yard setback of 15% of the lot width.

Additionally, the code currently reads "No accessory building shall be constructed beyond the front building line of the principal building." The Village has many lots with the main building being setback so far that staff has come across several situations where no accessory building could be constructed on the property. The second amendment will permit a property owner to request a variance to permit an accessory building beyond the front building line so long as the structure meets all other required setbacks.

RECOMMENDATION

The staff recommends *approval* of the proposed amendments to the Zoning Ordinance.

RECOMMENDED MOTION

I make a motion to recommend that the Village Council approve the proposed amendment to Section 1264.04 of the Village Code in Regard to Accessory Building Location Variations, and Section 1268.02(f) in Regard to Side Yard Setbacks in the R-1-A One Family Dwelling District.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1264, SECTION 1264.04
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
ACCESSORY BUILDING LOCATION VARIATIONS**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A.** That, on February 20, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B.** That, on February 20, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C.** The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1264, Section 1264.04 of the Palos Park Village Code is hereby amended by adding a new subsection (t) thereto, which shall read in its entirety as follows:

"(t) To permit an accessory building to be constructed beyond the front building line of the principal building, subject to the location of said accessory building being otherwise in compliance with Section 1286.06(a)(6) of this Code."

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this ____ day of _____, 2020, pursuant to a roll call vote as follows.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PART TWELVE,
TITLE SIX, CHAPTER 1268, SECTION 1268.02(f)
OF THE PALOS PARK VILLAGE CODE IN REGARD TO
SIDE YARD SETBACKS IN THE R-1-A ONE-FAMILY DWELLING DISTRICT**

BE IT ORDAINED by the Village Council of the Village of Palos Park, Cook County, Illinois, as follows:

SECTION 1:

- A. That, on February 20, 2020, the Plan Commission of the Village of Palos Park (the "Plan Commission") held a public hearing, pursuant to proper notice, relative to the Zoning Code amendment set forth below.
- B. That, on February 20, 2020, the Plan Commission recommended the Zoning Code amendment, hereinafter set forth, to the Village Council.
- C. The Village Council approves and adopts the findings and recommendations of the Plan Commission, and incorporates such findings and recommendations herein by reference as if they were fully set forth herein.

SECTION 2: That Part Twelve, Title Six, Chapter 1268, Section 1268.02(f) of the Palos Park Village Code is hereby amended by adding a new sentence to the end thereof, which shall read in its entirety as follows:

"Notwithstanding the foregoing sentence, where the side yard of a corner lot abuts a dedicated but unimproved right-of-way, the side yard setback for the side yard abutting said dedicated but unimproved right-of-way shall be controlled by the first sentence of this subsection"

SECTION 3: That this Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

ADOPTED this ____ day of _____, 2020, pursuant to a roll call vote as follows.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2020.

John F. Mahoney, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this ____ day of _____, 2020.

Marie Arrigoni, Village Clerk



VILLAGE OF
PALOS PARK

Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Proposal from Heat Engineering for Maintenance of All HVAC Systems

BACKGROUND/HISTORY:

The Village has not had a contract with a HVAC company for maintenance of all the HVAC systems in Village owned buildings for several years due to the cost proposed of over \$10,000.00. This year the Village asked for a proposal from The Heat Engineering Company for this work. They propose to do winter and summer maintenance for the next year at a cost of \$ 5,539.00.

STAFF RECOMMENDATION:

Approval of the proposal from Heat Engineering.

RECOMMENDED MOTION:

I move to approve the proposal from Heat Engineering for maintenance of the HVAC systems in Village owned buildings in the amount of \$ 5,539.00.

the HEAT engineering co.



6500 JOLIET RD.
COUNTRYSIDE, ILLINOIS 60525
PHONE: 708-246-3300
FAX: 708-579-0264
www.heatengineering.com

HEATING AND AIR CONDITIONING CONTRACTORS

October 12, 2020

Mr. Fidal Castillo
Village of Palos Park
8999 W. 123rd Street
Palos Park, IL 60464

RE: Service Agreement Village of Palos Park

Dear Mr. Castillo:

Heat Engineering appreciates the opportunity to quote the The Village of Palos Park Maintenance Service Agreement. Through our seventy-two years of operation, The Heat Engineering Co. has found that a regular maintenance schedule helps your equipment achieve maximum efficiency and ensure its longevity. We propose a Service Agreement Maintenance to cover the following:

Village Hall & Police (8999 W 123rd St)

2 Trane Air Handlers power exhaust
2 Trane 2 stage Condensers
2 Lochinvar Boilers

House (12309 S. 99th Ave)

2 Furnaces
1 Air Conditioner

⌘ Recreation Center (8901 W. 123rd St)

4 Air Conditioners
4 Air Handlers
3 Boilers 1 non-working
1 Roof Top Unit

Public Works Garage (8999 W 131st St)

2 Heaters

Metra Station (12209 S 82nd Ave)

1 Furnace
1 Air Conditioner

Pumping Station (12101 Southwest Hghwy)

1 Air Handler
1 Reznor Heater
1 Air Conditioner

MAINTENANCE ONLY SERVICE CONTRACT includes:

A. Once a contract year, complete clean and check of the heating equipment listed. This includes, changing filters (cost of filters not included), lubrication, checking belts, checking all safety devices, calibrating thermostats, cleaning the burners, checking heat exchanger, checking for gas leaks, checking the flu pipe and cleaning if necessary, checking out the entire operation of the heating system.

B. Once a contract year, complete clean and check of the air-conditioning equipment listed. This includes, washing down the coils, lubricating, checking pressures, checking the filters (cost of filters not included), flushing out condensate drains and checking the entire operation of the air-conditioning.

This agreement covers the above equipment and the controls located in the immediate area of the equipment and the room thermostats. It does not cover any of the piping throughout the building or any electrical conduits or wiring from the panels to the equipment but does cover fuses and troubleshooting of the same. Balancing of the airflow would not be included. It does not include compressors or heat exchangers unless covered under manufactures warranty.

THE HEAT ENGINEERING COMPANY is not required under this agreement to make repairs caused by fire, flood, acts of God, and improper repairs made by others or any causes not the result of normal wear and tear.

Normal maintenance would be during our usual working hours: 7:30 A.M. to 3:00 P.M. Monday through Friday. Emergency calls would be as necessary but, if possible, during the normal working hours. We will normally respond within four hours, but due to circumstances, it may take up to 24 hours.

Additional services calls on listed equipment, including after hour emergency calls, are billed at the cost of Reduced Labor plus Parts less 10%. Agreement Price \$5,539.00

The contract will go into effect upon receipt of your check and a signed copy of this agreement. We appreciate your continued patronage and if you should have any questions regarding this agreement, please do not hesitate to call me.

Sincerely,

C. J. Mueller
President
The Heat Engineering Co
CJMheat@Yahoo.com

ACCEPTED BY: _____
for The Village of Palos Park

DATE: _____



VILLAGE OF
PALOS PARK

Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

CONSENT AGENDA MATTER:

Approve the proposal from Baxter & Woodman to complete the Risk and Resiliency Assessment, and Emergency Response Plan, to comply with the requirements of the 2018 America's Water Infrastructure Act.

BACKGROUND/HISTORY:

In 2018 a new law was enacted to be overseen by the Environmental Protection Agency, America's Water Infrastructure Act. One of the requirements of the new law was that every community over 3300 would have to perform a Risk and Resiliency Assessment (RRA) and an Emergency Response Plan (ERP) for their water system. The RRA will assess the risks to, and the resilience of the water system in the face of malevolent acts against the system, natural hazards, financial structure, and operation and maintenance of the system. . The ERP will address strategies and resources to improve the resiliency of the system and plans and procedures to put in place to address issues outlined in the RRA. The Village requested proposals from engineering companies and received two (2) proposals, from Baxter & Woodman, and HR Green. Both proposals are complete and address all the requirements of the Act. The proposal from Baxter & Woodman will charge the Village Lump Sum fees of \$ 10,000.00 for the RRA and \$5,000.00 for the ERP. H R Green would charge the Village fees not to exceed \$16,225.00 for the RRA and \$8,400.00 for the ERP. Baxter & Woodman's familiarity with our system allows their proposed costs to be much lower. The RRA must be submitted to the EPA by June 30, 2021 and the ERP submitted by December 31, 2021. There is money in the 2021 Water Fund Budget to complete this work.

STAFF RECOMMENDATION:

Staff recommends approving the proposal from Baxter & Woodman to complete the Risk and Resiliency Assessment and Emergency Response Plan as required in the America's Water Infrastructure Act.

RECOMMENDED MOTION:

I move to approve the proposal from Baxter & Woodman in the amount of \$15,000.00 to complete the Risk and Resiliency Assessment and the Emergency Response Plan for the Village water system.

Population Served	Risk and Resilience Assessment	Next 5-Year Cycle Submission Date
3,301-49,999	June 30, 2021	June 30, 2026

IEPA
INFORMATION

Population Served	Emergency Response Plan*	Next 5-Year Cycle Submission Date*
≥100,000	September 30, 2020	September 30, 2025
50,000-99,999	June 30, 2021	June 30, 2026
3,301-49,999	December 31, 2021	December 31, 2026

*Emergency response plan certifications are due six months from the date of the risk assessment certification. The dates shown above are certification dates based on a utility submitting a risk assessment on the final due date.

Risk and Resilience Assessment Requirements and Assistance Resources

Each community water system serving a population of greater than 3,300 persons shall assess the risks to, and resilience of, its system. Such an assessment shall include:

1. the risk to the system from malevolent acts and natural hazards;
2. the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
3. the monitoring practices of the system;
4. the financial infrastructure of the system;
5. the use, storage, or handling of various chemicals by the system; and
6. the operation and maintenance of the system.

The assessment may include an evaluation of capital and operational needs for risk and resilience management for the system.

Risk and Resilience Assessment Assistance Resources

- [Baseline Information on Malevolent Acts for Community Water Systems](#)
- [Vulnerability Self-Assessment Tool](#)

- [Small System Risk and Resilience Assessment Checklist](#)

[Top of Page](#)

Emergency Response Plan Requirements and Assistance Resource

No later than six months after certifying completion of its risk and resilience assessment, each system must prepare or revise, where necessary, an emergency response plan that incorporates the findings of the assessment. The plan shall include:

1. strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system;
2. plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water;
3. actions, procedures and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes and construction of flood protection barriers; and
4. strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

Community water systems shall to the extent possible coordinate with local emergency planning committees established under the Emergency Planning and Community Right-To-Know Act of 1986 when preparing or revising an assessment or emergency response plan under the AWIA. Further, systems must maintain a copy of the assessment and emergency response plan for five years after certifying the plan to the EPA.

Emergency Response Plan Guidance

- [Emergency Response Plan Template and Instructions](#)

Certification Process

Each community water system serving a population of 3,301 people or greater, must certify the completion of its risk and resilience assessment or emergency response plan for every individual PWSID number. Your PWSID number should be nine characters with no spaces.

When determining population served in relationship to risk and resilience assessment and emergency response plan certification statement submittal dates, community water system wholesalers should account for the entire population(s) served of the community or communities to which they sell or provide water. The risk and resilience assessment or emergency response plan certification requirements of this law also applies to those community water systems with consecutive connections that individually serve less than 3,301 people, but their aggregate population served is greater than 3,300 people due to the additional populations that the system sells to.

Three options are available for risk assessment and emergency response plan certification submittals:

- 1) user-friendly, secure online portal
- 2) email
- 3) regular mail

Certify your Risk and Resilience Assessment and/or Emergency Response Plan

Please visit our page on "How to Certify Your Risk and Resilience Assessment or Emergency Response Plan" to complete the certification process.

America's Water Infrastructure Act Section 2013 Compliance Data

The link below contains those community drinking water systems servicing a population 100,000 people and greater that have certified completion of their risk and resilience assessment as required by Section 2013 of America's Water Infrastructure Act.

Access [AWIA Section 2013 Compliance Data](#)

Third-Party Standards

The EPA does not require water systems to use any designated standards, methods or tools to conduct the risk and resilience assessments or to prepare the emergency response plans required under AWIA Section 2013. Rather, community water systems must conduct risk and resilience assessments and prepare emergency response plans that meet the specific requirements outlined under AWIA Section 2013.

Community water systems may use any standards, methods or tools that aid the system in meeting the requirements of AWIA Sections 2013(a) and (b). However, regardless of the use of any standard, method or tool, the community water system is responsible for ensuring that its risk and resilience assessment and emergency response plan fully address all AWIA requirements.

Final Disposition of Bioterrorism Act Vulnerability Assessments

Note: Due to COVID-19, we are unable to process vulnerability assessment return requests. When we are able to resume processing the requests, we will send an email with a tracking number to confirm the request has been processed.

Title IV of the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (Bioterrorism Act) amended the Safe Water Drinking Act by adding new sections 1433 through 1435 pertaining to improving the security of the nation's drinking water infrastructure. Section 1433 of the Bioterrorism Act required each community water system serving a population greater than 3,300 persons to conduct a vulnerability assessment, certify completion of its assessment and submit a written copy to the EPA where it would be stored in a secure location. These assessments are now greater than 10 years old and therefore pursuant to EPA's Records Management Policy, the EPA can retire the certifications and assessments.

The EPA intends to retire the vulnerability assessments. Utilities may request the EPA return their vulnerability assessments in lieu of destruction. If utilities wish their documents returned, they may submit a letter to the EPA by email. Please email the request letter to WSD-Outreach@epa.gov on utility letterhead and include the following information: utility name, PWS ID#, address and point of contact information for the individual who will be responsible for receiving the vulnerability assessment. To request the return of the vulnerability assessment prior to destruction, the community water system will need to make the request not later than the initial date by which the community water system must certify a risk and resilience assessment to EPA as required under Section 1433(a) of the Safe Drinking Water Act as amended by section 2013 of AWIA

October 12, 2020

Mr. Mike Sibrava
Director of Public Works
Village of Palos Park
8999 West 123rd Street
Palos Park, Illinois 60464

Subject: Palos Park – America’s Water Infrastructure Act (AWIA) Risk and Resilience Assessment Proposal for Professional Engineering Services

Dear Mr. Sibrava,

On October 23, 2018, the America’s Water Infrastructure Act (AWIA) was signed into law. This law requires all community water systems (CWS) serving more than 3,300 people perform a Risk and Resilience Assessment (RRA) on their system. These risk and resilience assessments involve assessing the risks of every part of the water system from supply to distribution, including physical, cyber, and financial systems.

Water utilities, such as the Village of Palos Park’s with a population served greater than 3,300 and less than 50,000, are required to submit certification of completion of AWIA Risk and Resilience Assessment by June 30, 2021. The Emergency Response Plan (ERP) certification of completion is due six months after the Village’s certification of its Risk and Resilience Assessment.

Every five years, your utility must review the Risk and Resilience Assessment and Emergency Response Plan and resubmit a certification to the USEPA. We would like to help the Village with this Risk and Resilience Assessment, and provide you with a strategic planning document and list of recommendations that address any vulnerabilities identified. We offer this scope, schedule, and fee for your consideration.

SCOPE OF WORK

WATER SYSTEM RISK AND RESILIENCE ASSESSMENT

1. PROJECT MANAGEMENT
 - A. Plan, schedule, and control activities to complete the Project. These activities include, but are not limited to, budgeting, scheduling, and monitoring the scope of services.

- B. Submit a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month.
2. PROJECT MEETINGS
- A. ATTEND KICKOFF MEETING – Meet with your Risk and Resilience Assessment Team to establish your goals to meet the 2018 America’s Water Infrastructure Act (AWIA) requirements, and discuss components that will be necessary to complete the Project.
 - B. MEETINGS – Conduct up to two (2) additional meetings with Village staff at times during the Project to review project status, assessments, and recommendations.
3. SYSTEM ANALYSIS
- A. RESEARCH EXISTING INFORMATION – Review existing information available for the water systems and identify what additional information needs to be gathered by the Village. Information requested will include the Village’s previous Vulnerability Assessment.
 - B. SITE VISIT AND EVALUATE EXISTING INFORMATION – Conduct a detailed physical site visit with Water Operations staff including an analysis of water system facilities. Evaluate gathered information and determine what is relevant to the Risk and Resilience Assessment for physical, financial, and cybersecurity assessments. Evaluate gathered information and determine what is relevant to the Risk and Resilience Assessment.
 - C. DETERMINE THREATS – Assess what malevolent acts or baseline threats are most likely to affect your identified critical assets, including man-made or natural disasters. Identify potential adverse consequences and the likelihoods of such threats.
 - D. CYBERSECURITY RISK AND RESILIENCE ASSESSMENT – Concentric Integration LLC, a wholly owned subsidiary of Baxter & Woodman, Inc., will conduct a review of the Village’s existing supervisory control and data acquisition (SCADA) system, and related cybersecurity environment. The cybersecurity assessment will include an analysis of the Village’s water billing software. After each category is reviewed, the Village will be presented with

an evaluation of their relative level of resiliency and risk graded as “High,” “Medium,” or “Low” risk. Appropriate recommendations shall be provided to improve grades to “Low” risk status.

- E. **PRIORITIZE RISK** – Identify potential adverse consequences for critical asset-threat pairs, and provide a financial cost impact range for specific assets. Develop a prioritized plan for risk reduction.
 - F. **PREPARE ASSET AND THREAT INVENTORY** – Prepare a summary of critical assets, threats, vulnerabilities, existing countermeasures, and potential remediation for the Village’s review. This analysis will be prepared in our own template that meets the standards established by the AWWA J100 Standard.
4. **RISK AND RESILIENCE ASSESSMENT REPORT**
- A. **REPORT** – Provide a draft report that includes a summary of asset assessments and recommended schedule of improvements necessary to address vulnerabilities identified as part of the assessment. The final report will include the Village’s comments from the draft report.
 - B. **SUBMIT RISK AND RESILIENCE PLAN CERTIFICATION** – Assist the Village with necessary steps for submittal of Risk and Resilience Assessment certification of completion to the USEPA by the deadline.
5. **EMERGENCY RESPONSE PLAN UPDATE** – The results of the Risk and Resilience Assessment will be used to update the Village’s existing Emergency Response Plan. Assess what information needs to be updated to match new USEPA components and protocols as required by AWIA. Assist the Village in submitting the required EPA certification for the Emergency Response Plan.

SCHEDULE

The Risk and Resilience Assessment will be completed in advance of the Certificate of Completion submittal to USEPA by June 30, 2021. A schedule for the Emergency Response Plan will be developed upon certification of the Risk and Resilience Assessment and will be completed in advance of its required deadline to USEPA by December 31, 2021.

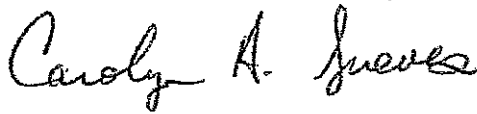
CONSULTING SERVICES FEES

The Owner shall pay the Engineer for the services performed or furnished lump sum amounts of **\$10,000** for the Risk and Resilience Assessment and **\$5,000** for the Emergency Response Plan.

If this Proposal is acceptable, **please sign and return one copy for our files.** The attached Standard Terms and Conditions apply to this Proposal.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Carolyn A. Grieves, P.E.
Region Manager

Attachment

Palos Park, Illinois

ACCEPTED BY: _____

TITLE: _____

DATE: _____

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STANDARD TERMS AND CONDITIONS

Agreement - These Standard Terms and Conditions, together with the letter proposal, constitute the entire integrated agreement between the Owner and Baxter & Woodman, Inc. (BW) and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing.

Owner's Responsibility - Provide BW with all criteria and full information for the Project. BW will rely, without liability, on the accuracy and completeness of all information provided by the Owner including its consultants, contractor, specialty contractors, manufacturers, suppliers and publishers of technical standards without independently verifying that information. The Owner warrants that all known hazardous materials on or beneath the site have been identified to BW. BW and their consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, unidentified or undisclosed hazardous materials unless this service is set forth in the proposal.

Schedule for Rendering Services - The agreed upon services shall be completed within a reasonable amount of time. If BW is hindered, delayed or prevented from performing the services as a result of any act or neglect of the Owner or force majeure, BW's work shall be extended and the rates and amounts of BW's compensation shall be equitably adjusted in writing executed by all Parties.

Invoices and Payments - The fees to perform the proposed scope of services constitute BW's estimate to perform the agreed upon scope of services. Circumstances may dictate a change in scope, and if this occurs, an equitable adjustment in compensation and time shall be made by all parties. No service for which added compensation will be charged will be provided without first obtaining written authorization from the Owner. BW invoices shall be due and owing by Owner in accordance with the terms and provisions of the Local Government Prompt Payment Act.

Opinion of Probable Construction Costs - BW's opinion of probable construction costs represents its reasonable judgment as a professional engineer. Owner acknowledges that BW has no control over construction costs of contractor's methods of determining prices, or over competitive bidding, of market conditions. BW cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from BW's opinion of probable construction costs.

Standards of Performance - (1) The standard of care for all services performed or furnished by BW, will be completed with the same care and skill ordinarily used by professionals practicing under similar circumstances, at the same time and in the same locality on similar projects. BW makes no guarantees or warranties, express or implied, in connection with its services; (2) BW shall be responsible for the technical accuracy of its services and documents; (3) BW shall use reasonable care to comply with all applicable laws and regulations and Owner-mandated standards; (4) BW may employ such sub-consultants as BW deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objection by Owner; (5) BW shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work; (6) BW neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents; (7) Engineer is not acting as a municipal advisor as defined by the Dodd-Frank Act. Engineer shall not provide advice or have any responsibility for municipal financial products or securities. (8) BW is not responsible for the acts or omissions of any contractor, subcontractor, or supplier, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work; (9) Shop drawing and submittal review by BW shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the Project work they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the construction documents. Owner further agrees that BW's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. BW's consideration of a component does not constitute acceptance of the assembled item; (10) BW's site observation during construction shall be at the times agreed upon in the Project scope. Through standard, reasonable means, BW will become generally familiar with observable completed work. If BW observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner for them to address.

Insurance - BW will maintain insurance coverage with the following limits and Certificates of Insurance will be provided to the Owner upon written request:

Worker's Compensation: Statutory Limits	Excess Umbrella Liability:	\$5 million per claim and aggregate
General Liability: \$1 million per claim	Professional Liability:	\$5 million per claim
\$2 million aggregate		\$5 million aggregate
Automobile Liability: \$1 million combined single limit		

BW's liability under this Agreement, based on any theory of liability or for any cause of action, shall not exceed the total amount of BW's contract amount for the project. Any claim against BW arising out of this Agreement may be asserted by the Owner, but only against the entity and not against BW's directors, officers, shareholders or employees, none of whom shall bear any liability and may not be subject to any claim.

Indemnification and Mutual Waiver - (1) To the fullest extent permitted by law, BW shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages arising out of or relating to the Project, provided that such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of BW or its officers, directors, employees, agents, or consultants; (2) Owner shall indemnify and hold harmless BW and its officers, directors, employees, agents and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death of to injury or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or its officers, directors, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Project; (3) To the fullest extent permitted by law, Owner and BW waive against each other, and the other's employees, officers, directors, insurers, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project; (4) In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the ENGINEER and OWNER, they shall be borne by each party in proportion to its negligence; (5) The Owner acknowledges that BW is a business corporation and not a professional service corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees. The Owner and BW agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.

Termination - Either party may terminate this Agreement upon ten (10) business days' written notice to the other party in the event of failure by the other party to perform with the terms of the Agreement through no fault of the terminating party. A condition precedent to termination shall be an opportunity for the Parties to meet. If this Agreement is terminated, Owner shall receive reproducible copies of drawings, developed applications and other completed documents. Owner shall be liable for, and promptly pay for all services and reimbursable expenses rendered to the date of suspension/termination of services.

Use of Documents - BW documents are instruments of service and BW retains ownership and property interest (including copyright and right of reuse). Client shall not rely on such documents unless in printed form, signed or sealed by BW or its consultant. Electronic format of BW's design documents may differ from the printed version and BW bears no liability for errors, omissions or discrepancies. Reuse of BW's design documents is prohibited and Client shall defend and indemnify BW from all claims, damages, losses and expenses, including attorney's fees, consultant/expert fees, and costs arising out of or resulting from said reuse. BW's document retention policy will be followed upon Project closeout, and project documents will be kept for a period of 14 years after Project closeout.

Successors, Assigns, and Beneficiaries - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or BW to any third party, including any lender, Contractor, Contractor's subcontractor, supplier, manufacturer, other individual, entity or public body, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement are for the sole and exclusive benefit of the Client and BW and not for the benefit (intended, unintended, direct or indirect) of any other entity or person.

Dispute Resolution - All disputes between the Parties shall first be negotiated between them for a period of thirty (30) days. If unresolved, disputes shall be then submitted to mediation as a condition precedent to litigation. If mediation is unsuccessful, litigation in the county where the Project is pending shall be pursued.

Miscellaneous Provisions - (1) This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located. (2) All notices must be in writing and shall be deemed effectively served upon the other party when sent by certified mail, return receipt requested; (3) All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason; (4) Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and BW, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close to expressing the intention of the stricken provision; (5) A party's non-enforcement of any provision shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement; (6) To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of substantial completion, which is the point where the Project can be utilized for the purposes for which it was intended.



▷ 420 N Front St | McHenry, IL 60050
Main 815.385.1778

HRGREEN.COM

August 3, 2020

Mike Sibrava
Director of Public Works
Village of Palos Park
8999 West 123rd Street
Palos Park, IL 60464

RE: Proposal for Development of the Risk and Resilience Assessment and Emergency Response Plan

Dear Mr. Sibrava:

HR Green is very interested and qualified to help the Village complete the Risk and Resilience Assessment (RRA) and develop the Emergency Response Plan (ERP) for its Water System in compliance with the requirements of the American Water Infrastructure Act of 2018 (AWIA). The proposed team of uniquely qualified professionals has completed the RRA for one Utility and is currently assisting four other Utilities in Illinois and one Utility in Iowa with completing the RRA of their systems.

Ravi Jayaraman, who will serve as the Project Manager, has completed the AWWA Utility Risk and Resilience Certificate Program. We believe the combination of our technical experience and understanding of this work makes HR Green well suited to complete this project for the Village of Palos Park. We offer the following for your consideration:



1. **Technical Experience** – In Illinois, we completed the RRA for Central Lake County Joint Action Water Agency (population 284,000) and are currently assisting the City of Waukegan Water System (population 88,182), Village of Oswego (population 30,350), Village of Frankfort (population 17,782), and Village of Lincolnshire (population 7,275) with their RRA. In Iowa, we are currently assisting the City of Anamosa with their RRA and ERP. In Texas, we assisted the City of Pasadena, TX (population 153,219). With the experience of these projects, we are up to speed with the requirements of the AWIA and ready to assist the Village with the RRA and preparation of the ERP. We have developed detailed spreadsheets to assist with completing the RRA using the USEPA VSAT 2.0 Tool and the AWWA Cybersecurity Tool and can hit the ground running. The Village will benefit from the efficiency and effectiveness of the experience of HR Green.
2. **Responsiveness and Project Delivery** – Our offices and staff are nearby in McHenry and New Lenox. Our project team takes great pride in being very responsive to our clients and we realize the importance of this project.

Within our submittal, we have included detailed information on our people and the experience that they will bring to the project. Thank you for your thoughtful consideration. If you require additional information or have any questions, please contact me at 815-759-8312 or rjayaraman@hrgreen.com.

Sincerely,

HR GREEN, INC.

Ravi Jayaraman
Ravi Jayaraman, PE
Senior Project Manager

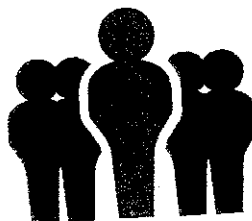


WATER – Potable Services

High-quality potable and process water at an affordable price is a critical component of your success. Look to HR Green for a unique fusion of engineering and business acumen, helping public and private utilities and wet process industries develop sustainable, cost-effective solutions.

HR Green provides comprehensive water services to move public and private projects from conceptual planning through design, financing, permitting, construction, start-up and operation.

Our engineers make accountable decisions in the planning and design of well fields, reservoirs, treatment plants, storage, pumping and distribution systems.



500 Employees Strong

100+ WATER PROFESSIONALS

20+ IN-HOUSE STRUCTURAL, ELECTRICAL & MECHANICAL

▷ POTABLE SERVICES

▪ Funding Assistance

When our clients need help applying for grants or need assistance with funding options, HR Green can help.

▪ Master Planning

We understand the total cost of improvements to a water system, including construction and operation and maintenance (O&M), is a large investment not to be taken lightly.

▪ Well Fields + Reservoirs

Well fields and reservoirs help to secure sufficient water in your distribution system and provide water capacity during high consumer demand.

▪ Treatment Plants

HR Green can help you address needs such as upgrading or modernization of existing, as well as complete design of new facilities.

▪ Storage + Pumping

Understanding storage capacities and peak water consumption periods is critical to a community's successful supply of water to its residents and local industries.

▪ Distribution Systems

From the management of annual improvement programs to full design and replacement of distribution systems, HR Green provides the support communities need to prioritize and implement solutions to water distribution needs.

▪ Hydraulic Modeling

Our professionals are experienced in various software programs to accurately model hydraulics for future water systems needs and improving water system reliability and efficiency.

▪ Feasibility Studies

We understand the total cost of improvements to a water system, including construction and operation and maintenance (O&M), is a large investment not to be taken lightly.

▪ Construction Phase Services

HR Green focuses the delivery of our construction observation/inspection and support services with an emphasis on personalized service.



Development of the Risk and Resilience Assessment/Emergency Response Plan
▷ Village of Palos Park

KEY PERSONNEL

A Valuable Partner to the Village of Palos Park

We believe in supporting our neighboring communities. With service from our nearby McHenry and New Lenox offices, we have the technical expertise available to provide a timely response throughout the project. Our proposed staff are available to help the Village find a cost efficient solution to the unique challenges of this project. We strive for constant improvement, and we never forget our basic responsibility to deliver the right, sensible results for each other and our clients.



Ravi Jayaraman, PE

Project Manager

Ravi Jayaraman, PE will serve as Project Manager for this Vulnerability Assessment. In addition to his experience managing water system Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) development projects, Ravi has completed the online course requirements for AWWA Utility Risk and Resilience Certificate Program.

Ravi brings over 29 years of project management experience from a variety of public and private sector utility infrastructure projects. He has extensive experience working with contractors to successfully complete projects and elected officials and other community stakeholders affected by infrastructure construction projects. Ravi has the skills to develop and maintain client relationships while directing project budgets and maintaining costs. He led the branch office of a consulting engineering firm and mentored junior staff, developed workload projections and identified opportunities for staff to collaborate with other regional offices.

EXPERIENCE

30 Years

EDUCATION

MS, Civil Engineer,
University of Oklahoma -
1990

MS, Biological Sciences,
Birla Institute of Tech and
Science - 1986

BS, Civil Engineering,
Birla Institute of Tech and
Services - 1986

REGISTRATION / LICENSE

Professional Engineer, IL,
062052984

Professional Engineer, IA,
16102

Professional Engineer, IN,
PE11200102

Professional Engineer, WI,
35943

Professional Engineer, MI,
6201043013

SELECTED PROJECT EXPERIENCE

- ▷ Risk and Resilience Assessment and Emergency Response Plan - Central Lake County Joint Action Water Agency (CLCJAWA) / Project Manager
- ▷ Water System Risk and Resilience Assessment - City of Waukegan, IL / Project Manager
- ▷ Risk and Resilience Assessment and Emergency Response Plan - Village of Oswego, IL / Project Manager
- ▷ Risk and Resilience Assessment and Emergency Response Plan - Village of Frankfort, IL / Project Manager
- ▷ Risk and Resilience Assessment and Emergency Response Plan - Village of Lincolnshire, IL / Project Manager
- ▷ Risk and Resilience Assessment and Emergency Response Plan - City of Anamosa, IA/ QA/QC / Project Manager



Sylwia Kokoszka, EI, CFM

Project Engineer

Sylwia's experience includes analysis and design of stormwater systems, wastewater collection and treatment systems, and potable water treatment systems. Sylwia has been involved in planning, permitting, design, and construction.

Examples of potable water experience include permitting, specification write-ups, treatment plant operational evaluation and design for repair of existing treatment systems.

EXPERIENCE

4 Years

EDUCATION

BS, Civil Engineering,
University of Illinois - 2016

REGISTRATION / LICENSE

Engineer Intern, IL, 061-
039050

Certified Floodplain
Manager, IL, 17-00782

SELECTED PROJECT EXPERIENCE

- ▷ Risk & Resilience Assessment and Emergency Response Plans Updates - Central Lake County Joint Action Water Agency / Project Engineer
- ▷ Water System Risk and Resilience Assessment - City of Waukegan, IL / Project Engineer
- ▷ Risk and Resilience Assessment and Emergency Response Plan, Village of Oswego, IL / Project Engineer
- ▷ Risk and Resilience Assessment and Emergency Response Plan, Village of Frankfort, IL / Project Engineer
- ▷ Risk and Resilience Assessment and Emergency Response Plan, City of Pasadena, TX / QA/QC
- ▷ Risk and Resilience Assessment and Emergency Response Plan - Village of Lincolnshire, IL / Project Engineer
- ▷ Risk and Resilience Assessment and Emergency Response Plan - City of Anamosa, IA / QA/QC / Project Engineer



Andy Lemke, PE

Project Engineer

Andy serves as a Project Engineer in the Water Business Line. He is located in the McHenry office and has been involved with several water and wastewater projects in the Illinois area. As a Project Engineer, Andy is responsible for completing assigned tasks with guidance from the Technical Director or Project Manager. He applies the concepts he has learned through his time at South Dakota State University where he earned his degrees in civil engineering.

Andy has worked on multiple water system modeling projects. He regularly coordinates with the client to gather important information to create or update the hydraulic model. Once the model has been updated, he performs analysis on the water distribution system. The analysis includes examining current and future water demands, fire flows, and water age. The analysis leads to recommendations for improvements including preparing estimated cost for improvements. He then develops a final water model report using the information obtained through the modeling process.

SELECTED PROJECT EXPERIENCE

- ▷ 2013 Water Model Update - Village Of Oswego, IL / Staff Engineer
- ▷ Water System Improvements - City of LaSalle, IL / Staff Engineer
- ▷ Water Model Update - Village Of Mundelein, IL / Staff Engineer

EXPERIENCE

7 Years

EDUCATION

MS, Civil Engineering,
SDSU - 2012

BS, Civil Engineering,
SDSU - 2011

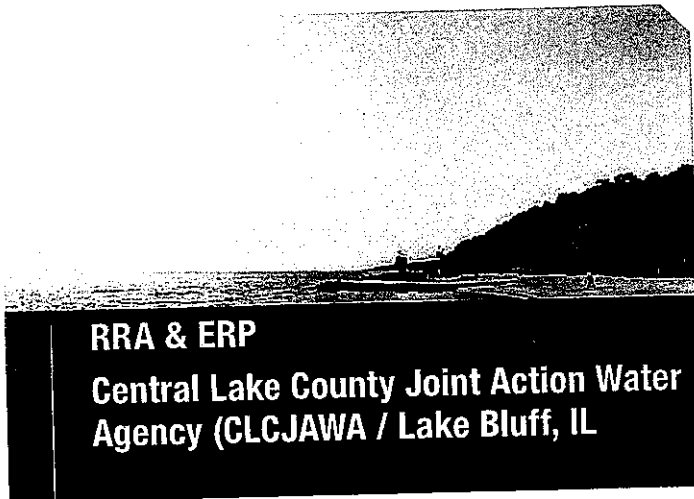
REGISTRATION / LICENSE

Professional Engineer, IL,
062068207, 2016



TEAM EXPERIENCE

HR Green will prioritize and guide the Village in identifying key decision points early and seek input from Village water system staff as part of the Risk and Resilience Assessment to build consensus and expedite project delivery. HR Green has completed the RRA for one Utility in Illinois (CLCJAWA) and is currently assisting four Utilities in Illinois (City of Waukegan, Village of Oswego, Village of Frankfort, and Village of Lincolnshire) with completing their RRA. HR Green has started developing the ERP for CLCJAWA. In addition, HR Green assisted the City of Pasadena (TX) with completing their Water System RRA and currently assisting the City with preparing the Water System ERP. Over the years, HR Green has completed Vulnerability Assessments for several water systems, and they have approached us to continue assisting them with meeting the requirements of Section 2013 of the America's Water Infrastructure Act of 2018 (AWIA). HR Green assisted these communities with budgeting for the requirements of AWIA as part of their annual capital improvement plans. HR Green's experience working on the CLCJAWA, City of Waukegan and the City of Pasadena (TX) RRA and ERP projects are detailed in this section.



In response to the requirements of AWIA, CLCJAWA retained HR Green to conduct the Risk and Resilience Assessment (RRA) and update to their existing Emergency Response Plan (ERP). The CLCJAWA is a public utility that provides drinking water to 284,000 people in Central Lake County, Illinois. CLCJAWA provides drinking water to 13 communities. The water system consists of a raw water intake; a raw water pumping station; two miles of transmission pipeline to transport Lake Michigan water to a water treatment facility capable of treatment 50 million gallons per day (mgd) of water; a booster pump station to maintain water pressure to the outlying communities; and more than 32 miles of finished water transmission pipeline.

REFERENCE

Mr. William Soucie
Executive Director
CLCJAWA
200 Rockland Rd
Lake Bluff, IL 60044
E: soucie@clcjawa.com
P: (847) 295-7788

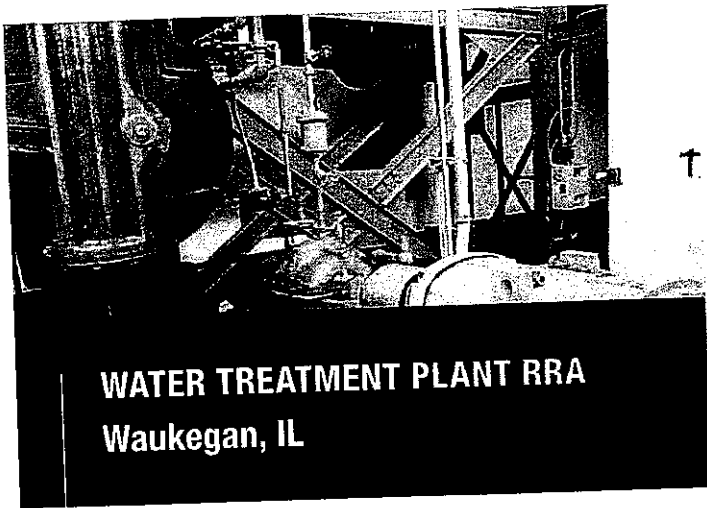
Based on the population served by the CLCJAWA, the RRA needed to be completed and certification submitted to U.S. EPA by March 31, 2020. HR Green completed the Risk and Resilience Assessment for the water system. This assessment was completed in a collaborative manner in which HR Green and appropriate representatives of the CLCJAWA participated. A large portion of this project is associated with the facilitation of meetings in which all stakeholders discuss and agree upon such matters as the mission of the CLCJAWA's water system, the critical assets of the system, the threats against which it must be protected, the consequences that would result from the loss of certain critical assets and the effectiveness of existing security measures where they exist. The Risk and Resilience

Assessment was completed in March 2020 and HR Green is currently updating the Emergency Response Plan (ERP). The ERP is expected to be completed by early September 2020.

ANTICIPATED PROJECT COMPLETION

September 2020





**WATER TREATMENT PLANT RRA
Waukegan, IL**

The City of Waukegan retained HR Green to conduct the Risk and Resilience Assessment (RRA) for their Water Treatment System. The Waukegan water system serves a population of 88,182, consisting of the City of Waukegan and three small adjacent communities. The water system includes two raw water intakes, a raw water pumping station, a water treatment facility (flocculation/sedimentation and filtration) with a capacity of 17.7 million gallons per day (mgd), three booster stations with ground storage tanks, and approximately 340 miles of water transmission pipeline. Based on the population served by the WTP, the RRA will need to be submitted by December 21, 2020. HR Green is currently working on completing the Risk and Resilience Assessment for the Waukegan WTP's

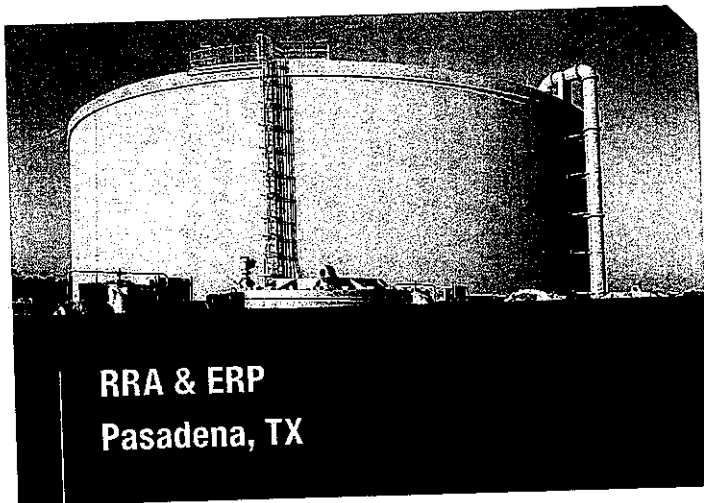
REFERENCE

Mr. Antonio Dominguez
Water Superintendent
City of Waukegan Water
Filtration Plant
360 E Sea Horse Drive
Waukegan, IL 60085
E: Antonio.Dominguez@
waukeganIL.gov
P: (847) 599-2687

facilities. The project includes a site assessment of all WTP facilities for existing security and countermeasures against malevolent acts and natural hazards. The RRA includes assessment of critical system assets for the most likely threat categories, determination of vulnerability likelihood, and quantification of economic consequences and public health impacts resulting from asset damage. The final report will identify the Waukegan WTP's highest risk areas and will provide recommendations to improve resiliency.

ANTICIPATED PROJECT COMPLETION

December 2020



**RRA & ERP
Pasadena, TX**

In response to the requirements of AWIA, the City of Pasadena, Texas retained HR Green to assist with conducting a RRA and preparation of an ERP. The City's water system includes thirteen (13) water treatment plants, one (1) booster station, one (1) connection point with another water system, and four (4) elevated water storage tanks. HR Green completed the Risk and Resilience Assessment in March 2020. HR Green is currently assisting the City with updating its existing ERP, and expects to be completed by August, 2020.

ANTICIPATED PROJECT COMPLETION

August 2020

REFERENCE

Mr. Mark Gardemal, PE
Asst. Public Works
Director
1149 Ellsworth Dr.
Pasadena, TX 77506
E: mgardemal@
pasadenatx.gov
P: 713-475-7835



Development of the Risk and Resilience Assessment/Emergency Response Plan

▷ Village of Palos Park

REFERENCES

Central Lake County Joint Action Water Agency (CLCJAWA), IL

Mr. William Soucie
Executive Director
CLCJAWA
200 Rockland Rd
Lake Bluff, IL 60044
Email: soucie@clcjawa.com
Phone: (847) 295-7788

City of Waukegan Water Filtration Plant, IL

Mr. Antonio Dominguez
Water Superintendent
City of Waukegan Water Filtration Plant
360 E Sea Horse Drive
Waukegan, IL 60085
Email: Antonio.Dominguez@waukeganIL.gov
Phone: (847) 599-2687

City of Pasadena, TX

Mr. Mark Gardemal, PE
Assistant Public Works Director
1149 Ellsworth Dr.
Pasadena, TX 77506
mgardemal@pasadenatx.gov
(713) 475-7835



PROFESSIONAL SERVICES AGREEMENT

For

Risk and Resilience Assessment and Emergency Response Plan

Mike Sibrava
Director of Public Works
Village of Palos Park
8999 West 123rd Street
Palos Park, IL 60464
Phone: 708-671-3720

Ravi S. Jayaraman, PE
Senior Project Manager
HR Green, Inc.
420 Front Street
McHenry, IL, 60050

HR Green Project Number - 200980

August 3, 2020

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- 1.0 PROJECT UNDERSTANDING
- 2.0 SCOPE OF SERVICES
- 3.0 DELIVERABLES AND SCHEDULES INCLUDED IN THIS AGREEMENT
- 4.0 ITEMS NOT INCLUDED IN AGREEMENT/SUPPLEMENTAL SERVICES
- 5.0 SERVICES BY OTHERS
- 6.0 CLIENT RESPONSIBILITIES
- 7.0 PROFESSIONAL SERVICES FEE
- 8.0 TERMS AND CONDITIONS



THIS AGREEMENT is between VILLAGE OF PALOS PARK (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

1.1 General Understanding

The America's Water Infrastructure Act of 2018 (AWIA) requires community water systems serving more than 3,300 people to conduct a Risk and Resilience Assessment (RRA), and to prepare or revise an Emergency Response Plan (ERP). The communities have to submit a certification to the U.S. Environmental Protection Agency (U.S. EPA) for each (RRA and ERP). In general, the AWIA considerations for RRA and ERP include:

RRA

- Risks to the water system from malevolent acts and natural hazards
- Resilience of system components
- Monitoring practices for such things as operations, water quality, energy, and security
- Financial Infrastructure of the Utility
- Use, storage, and handling of various chemicals
- Operations and maintenance

ERP

- Strategies and resources to improve resilience, including physical and cyber security
- Plans and procedures that can be implemented and identification of equipment that can be utilized in the event of a malevolent act or natural hazards that threaten the ability to supply safe drinking water
- Actions, procedure, and equipment to lessen the impact on public health and safety and supply of safe drinking water from a malevolent act or natural hazard
- Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security of the water system

In response to the requirements of AWIA, CLIENT seeks assistance with conducting a RRA and preparation of an ERP. Based on the population served by the CLIENT, the RRA needs to be completed and certification submitted to U.S. EPA by June 30, 2021. An ERP certification should be submitted within 6 months following RRA submittal, but not later than December 30, 2021. This assessment is to be accomplished in a collaborative manner in which COMPANY and appropriate representatives of the CLIENT would participate. The CLIENT has retained COMPANY to complete an RRA & ERP for the water facilities listed below:

1. One (1) Ground Storage Tank with Booster Station
2. One (1) Elevated Storage Tank
3. One (1) Inline Booster Station

CLIENT is requesting assistance from COMPANY to complete the Risk and Resilience Assessment and development of an ERP per requirements of the AWIA .

1.2 Design Criteria/Assumptions

- : The project will follow the Risk Assessment Methodology detailed in AWWA J-100-10: *Risk and Resilience Management of Water and Wastewater Systems* to complete the Risk and Resilience Assessment (RRA).
- The project will follow AWWA G440-17: *Emergency Preparedness Practices* and AWWA Manual M-19: *Emergency Planning for Water and Wastewater Utilities* to complete the Emergency Response Plan (ERP).
- According to the AWWA J-100 methodology, the steps to be completed are as follows:
 1. Asset Characterization – identify critical assets
 2. Threat Characterization – select appropriate threats and hazards
 3. Consequence Analysis – calculate consequences for each threat-asset pair
 4. Vulnerability Analysis – estimate effectiveness of existing mitigation measures
 5. Threat Likelihood Analysis – calculate threat likelihood
 6. Risk and Resilience Analysis – calculate baseline risk and resilience
- Each major task will include specific work products and deliverables.
- Design review workshops will be conducted with the CLIENT's personnel, key individuals from the COMPANY's project team and others as needed at critical milestones as identified in the following section
- Complete RRA using USEPA VSAT Web 2.0 Tool.

2.0 Scope of Services

The CLIENT agrees to employ COMPANY to perform the following services:

2.1 Project Coordination and Management

- COMPANY shall provide project management services for duration of the project (Anticipated to be 9 months).
- Project Kick-off Meeting: Schedule a project kick-off meeting with the CLIENT staff to discuss in detail the tasks associated with the RRA and ERP.
- To recognize the current uncertainty with COVID-19, we will minimize our face-to-face meetings and site visits as much as appropriate to complete this work while practicing social distancing recommendations by the Centers for Disease Control and Prevention. Although site visits are still recommended to complete a holistic risk and resilience assessment, these visits will be completed during a time when COVID-19 risks are low. Further, the Kick-off Meeting, Workshop, and various other meetings to discuss draft reports can be completed using video conferencing. At the time of the notice to proceed, COMPANY will coordinate with the CLIENT to understand CLIENT preferences for face-to-face or video conference meetings and to schedule the most appropriate time for a site visit

2.2 Risk and Resilience Assessment (RRA)

2.2.1 Asset Characterization

The first step in the RRA is asset characterization. As part of the AWIA requirements, each utility must identify critical assets within the following ten asset categories:

1. Physical Barriers

2. Source water
3. Pipes and constructed conveyances, water collection, and intake
4. Pretreatment and treatment
5. Storage and distribution facilities
6. Electronic, computer, or other automated systems (including the security of such systems)
7. Monitoring practices
8. Financial infrastructure
9. The use, storage, or handling of chemicals
10. The operation and maintenance of the system

COMPANY has the following approach for asset characterization:

- i. COMPANY will conduct a system evaluation for the water system assets identified at the above three water facilities. The evaluation will result in documentation of the function, communication, control, power, and existing security measures at each facility. COMPANY will provide a photo log within the RRA. Site visits will include not more than two COMPANY team members, and one (1) 8-hour day is planned for this effort.
- ii. COMPANY staff will identify and document the following items for each facility: SCADA systems, entry control procedures, hazardous chemicals, and interdependences of treatment systems, power systems, and communication systems.
- iii. COMPANY will develop a preliminary critical asset characterization based on the site visits. COMPANY and CLIENT will have a workshop to discuss whether the CLIENT agrees with the preliminary asset characterization and whether any assets should be added or removed. The workshop attendees will include no more than two COMPANY team members, and a combined eight (8) hours effort is planned for this workshop.

2.2.2 Threat Characterization

The second step is to perform threat characterization. As a guideline, EPA has identified threat categories for malevolent acts, natural hazards, and dependency/proximity threats. Each critical asset will be assigned the most relevant and probable threats that may adversely affect CLIENT facilities.

- i. COMPANY will first assign 2-3 of the most likely threat scenarios to pair with each critical asset based on the initial site visit and CLIENT staff discussions.
- ii. COMPANY and CLIENT will have a workshop (see 2.2.1.iii) to discuss whether the CLIENT agrees with the preliminary threat assignments for each critical asset and whether other threat scenarios should be added. Based on CLIENT input, COMPANY will make adjustments and finalize the threat characterization analysis.

2.2.3 Vulnerability Analysis

The Vulnerability Analysis estimates the likelihood that each specific threat or hazard, given it occurs, will damage the asset while considering the utility's existing

countermeasures. Vulnerability analysis involves an examination of existing security capabilities and structural components, as well as counter measures/mitigation measures and their effectiveness in reducing damages from threats and hazards.

- i. COMPANY and CLIENT will have a workshop (see 2.2.1.iii) to assess the utility's ability to detect, delay, and respond to the threats assigned to each critical asset.

2.2.4 Threat Analysis

Threat analysis estimates the likelihood of malevolent attack, dependency/proximity hazard, or natural hazard based on several factors for threat likelihood.

- i. The threat analysis will be developed in-house after obtaining some additional information on threat likelihood factors from the CLIENT during the workshop discussed in 2.2.1.iii.

2.2.5 Consequence Analysis

Consequence analysis is the identification and estimation of reasonable consequences generated by each specific threat-asset combination. Consequences that are quantified include utility financial consequences (asset replacement costs, remediation costs and revenue lost), regional economic consequences (regional economy impacts due to service outages), and public health impacts (injuries and fatalities).

- i. If data is available, CLIENT will provide COMPANY with original construction costs associated with all critical assets. COMPANY will calculate the present worth of the provided construction cost data to estimate an asset replacement cost.
- ii. If CLIENT does not have original construction cost data, COMPANY will provide approximate cost estimates for critical asset replacement. COMPANY will develop the cost estimates as an additional service.
- iii. COMPANY will develop a consequence matrix, which will include the assumptions made to quantify consequences.

2.2.6 Risk and Resilience Analysis

Once the above steps are completed, the risk and resilience analysis is conducted. The risk and resilience analysis will calculate a baseline risk for each asset/threat pair, quantified as a monetary value. Risk and Resilience analysis creates the foundation for selecting strategies and tactics to counter or mitigate disabling events by establishing priorities based on the levels of risk and resilience and the extent they can be improved.

2.2.7 Submit Draft RRA to CLIENT

Upon completion of an internal quality control review, COMPANY will submit two hard copies of the draft RRA to CLIENT for review. As an accommodation due to COVID-19 circumstances, a .pdf electronic submittal will also be made to the CLIENT. A meeting will be held to discuss the results of the RRA and obtain CLIENT comments.



2.2.8 Finalize RRA and Submittal of Certification to U.S. EPA

The CLIENT review comments on the draft RRA will be incorporated and final RRA will be submitted to CLIENT. Two hard copies will be submitted to the CLIENT. As an accommodation due to COVID-19 circumstances, a .pdf electronic submittal will also be made to the CLIENT. CLIENT to submit certification to U.S. EPA per Agency guidelines that the RRA has been completed.

2.3 Emergency Response Plan (ERP)

2.3.1 Submit Draft ERP to CLIENT

The recommendations from the RRA will be incorporated into the ERP. COMPANY will update the existing ERP with recommendations from the Risk and Resilience Assessment. Upon completion of an internal quality control review, COMPANY will submit two hard copies of the draft ERP to CLIENT for review. As an accommodation due to COVID-19 circumstances, a .pdf electronic submittal will also be made to the CLIENT. A meeting will be held to discuss and obtain CLIENT review comments.

2.3.2 Finalize ERP and Submittal of Certification to U.S. EPA

The review comments on the draft ERP will be incorporated and final ERP will be submitted to CLIENT. Two hard copies will be submitted to CLIENT. As an accommodation due to COVID-19 circumstances, a .pdf electronic submittal will also be made to the CLIENT. CLIENT to submit certification to U.S. EPA per Agency guidelines that the ERP has been completed.

3.0 Deliverables and Schedules Included in this Agreement

Notice to Proceed:	TBD by OWNER
Workshop #1 for Risk and Resiliency Assessment (RRA)	8 Weeks after NTP
Submit draft RRA to the OWNER	16 Weeks after NTP
Meeting to discuss draft RRA	18 Weeks after NTP
Submit final RRA to the OWNER.....	22 Weeks after NTP
Draft ERP.....	32 Weeks after NTP
Final ERP:.....	36 Weeks after NTP

This schedule was prepared to include reasonable allowances for review and approval times required by the CLIENT and public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by the CLIENT or for delays or other causes beyond the control of COMPANY.

4.0 Items not included in Agreement/Supplemental Services

The following items are not included as part of this agreement:

1. Develop cost estimates for critical asset replacement.
2. Countermeasure Analysis Assessment, which is considered optional by the EPA VSAT Web 2.0 tool.

Supplemental services not included in the agreement can be provided by COMPANY under separate agreement, if desired.

5.0 Services by Others

N/A

6.0 Client Responsibilities

1. Provide access to CLIENT's facilities for data collection
2. Provide timely review of draft submittals
3. Provide personnel knowledgeable about operations and maintenance of facilities to be available for discussions, accompany COMPANY on site visits, and to answer questions.
4. Provide personnel knowledgeable about Village emergency response to be available for discussions, participate in workshops, and to answer questions, as needed.
5. Provide data on past construction costs for existing critical assets.
6. Submit RRA and certification to US EPA that the RRA has been completed.
7. Submit ERP and certification to US EPA that the RRA has been completed.

7.0 Professional Services Fee

7.1 Fees

The fee for services will be based on COMPANY standard hourly rates current at the time the Agreement is signed. These standard hourly rates are subject to change upon 30 days' written notice. Non-salary expenses directly attributable to the project such as: (i) living and traveling expenses of employees when away from the home office on business connected with the project; (ii) identifiable communication expenses; (iii) identifiable reproduction costs applicable to the work; and (iv) outside services will be charged in accordance with the rates current at the time the service is done.

7.2 Invoices

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt. If any invoice is not paid within 15 days, COMPANY may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, suspend or terminate the performance of services. The retainer shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event that any portion of an account remains unpaid 60 days after the billing, COMPANY may institute collection action and the CLIENT shall pay all costs of collection, including reasonable attorney's fees.

7.3 Extra Services

Any service required but not included as part of this Agreement shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.



7.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These service items are considered extra and are billed separately on an hourly basis.

7.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Per current Rate Schedule with a not-to-exceed fee of \$24,625.00. The breakdown of fee between RRA and ERP is as follows:

Task	Fee
Risk and Resilience Assessment (RRA) – inclusive of site visits for Asset Characterization, Vulnerability Analysis, Threat Analysis, Consequence Analysis, Cybersecurity Assessment using AWWA Cybersecurity Assessment Tool, Risk and Resilience Assessment using VSAT open-web software Version 2.0	\$16,225.00
Emergency Response Plan (ERP)	\$ 8,400.00
TOTAL NOT-TO-EXCEED FEE	\$24,625.00

8.0 Terms and Conditions

The following Terms and Conditions are incorporated into this Agreement and made a part of it.

8.1 Standard of Care

Services provided by COMPANY under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

8.2 Entire Agreement

This Agreement and its attachments constitute the entire understanding between CLIENT and COMPANY relating to COMPANY'S services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this Agreement shall be in writing and signed by the parties to this Agreement. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra services pursuant to this Agreement, CLIENT will pay for the additional services even though an additional written agreement is not issued or signed.

8.3 Time Limit and Commencement of Services

This Agreement must be executed within ninety (90) days to be accepted under the terms set forth herein. The services will be commenced immediately upon receipt of this signed Agreement.

8.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this Agreement, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

8.5 Books and Accounts

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

8.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage, and Professional Liability insurance caused by the negligent performance by COMPANY'S employees of the functions and services required under this Agreement.

8.7 Termination or Abandonment

Either party has the option to terminate this Agreement. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this Agreement may be terminated upon seven (7) days' written notice. If any portion of the services is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the services not terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for services



performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination, plus a reasonable amount to reimburse COMPANY for termination costs.

8.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

8.9 Severability

If any provision of this Agreement is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this Agreement shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

8.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and are binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this Agreement shall be made without written consent of the parties to this Agreement.

8.11 Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY because of this Agreement or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors and other entities involved in this project to carry out the intent of this provision.

8.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Illinois without regard to any conflict of law provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Illinois.

8.13 Dispute Resolution

Mediation. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and COMPANY agree that all disputes between them arising out of or relating to this Agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and COMPANY further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

8.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this Agreement, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the party justly entitled thereto. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

8.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.

8.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by

COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorney's fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

8.17 Failure to Abide by Design Documents or To Obtain Guidance

The CLIENT agrees that it would be unfair to hold COMPANY liable for problems that might occur should COMPANY'S plans, specifications or design intents not be followed, or for problems resulting from others' failure to obtain and/or follow COMPANY'S guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are detected or alleged to exist in or as a consequence of implementing COMPANY'S plans, specifications or other Instruments of Service. Accordingly, the CLIENT waives any claim against COMPANY, and agrees to defend, indemnify and hold COMPANY harmless from any claim for injury or losses that results from failure to follow COMPANY'S plans, specifications or design intent, or for failure to obtain and/or follow COMPANY'S guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities or conflicts contained within or arising as a result of implementing COMPANY'S plans, specifications or other Instruments of Service. The CLIENT also agrees to compensate COMPANY for any time spent and expenses incurred remedying CLIENT's failures according to COMPANY'S prevailing fee schedule and expense reimbursement policy.

8.18 Opinion of Probable Construction Cost

As part of the Deliverables, COMPANY may submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by COMPANY, if required by CLIENT. COMPANY is not a construction cost estimator or construction contractor, nor should COMPANY'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires COMPANY to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which COMPANY has no control. Given the assumptions which must be made, COMPANY cannot guarantee the accuracy of its opinions of cost, and in recognition of that fact, the CLIENT waives any claim against COMPANY relative to the accuracy of COMPANY'S opinion of probable construction cost.

8.19 Design Information in Electronic Form

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, COMPANY reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. CLIENT shall retain copies of the work performed by COMPANY in electronic form only for information and use by CLIENT for the specific purpose for which COMPANY was engaged. Said material shall not be used by CLIENT or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by COMPANY without COMPANY's express written permission. Any unauthorized use or reuse or modifications of this material shall be at CLIENT'S sole risk. Furthermore, the CLIENT agrees to defend, indemnify, and hold COMPANY harmless from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the modification or reuse of these materials.

The CLIENT recognizes that designs, plans, and data stored on electronic media including, but not limited to computer disk, magnetic tape, or files transferred via email, may be subject to undetectable alteration and/or uncontrollable deterioration. The CLIENT, therefore, agrees that COMPANY shall not be liable for the completeness or accuracy of any materials provided on electronic media after a 30 day inspection period, during which time COMPANY shall correct any errors detected by the CLIENT to complete the design in accordance with the intent of the contract and specifications. After 40 days, at the request of the CLIENT, COMPANY shall submit a final set of sealed drawings, and any additional services to be performed by COMPANY relative to the submitted electronic materials shall be subject to separate Agreement. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the COMPANY and electronic files, the signed or sealed hard-copy construction documents shall govern.

8.20 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the COMPANY from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this Agreement unless indicated in the Scope of Services.

8.21 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; disease, epidemic or pandemic, fires, riots, war or other emergencies; disease epidemic or pandemic; failure of any government agency to act in timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

8.22 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and sub-consultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the General Contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT's AGREEMENT with the General Contractor. The CLIENT also agrees that the CLIENT, COMPANY and COMPANY'S consultants shall be indemnified and shall be made additional insureds on the General Contractor's and all subcontractor's general liability policies on a primary and non-contributory basis.

8.23 Hazardous Materials

CLIENT hereby understands and agrees that COMPANY has not created nor contributed to the creation or existence of any or all types of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at CLIENT'S premises, or in connection with or related to this project with respect to which COMPANY has been retained to provide professional engineering services. The compensation to be paid COMPANY for said professional engineering services is in no way commensurate with, and has not been calculated with reference to, the potential risk of injury or loss which may be caused by the exposure of persons or property to such substances or conditions. Therefore, to the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold COMPANY, its officers, directors, employees, and consultants, harmless from and against any and all claims, damages, and expenses, whether direct, indirect, or consequential, including, but not limited to, attorney fees and Court costs, arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acid, alkalis, toxic chemicals, liquids gases, or any other materials, irritants, contaminants, or pollutants in or

into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

It is acknowledged by both parties that COMPANY'S scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this Agreement shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42 U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

8.24 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a design professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

8.25 Limitation of Liability

In recognition of the relative risks and benefits of the Project to both the CLIENT and the COMPANY, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert-witness fees and costs, so that the total aggregate liability of the COMPANY and COMPANY'S officers, directors, partners, employees, shareholders, owners and sub-consultants shall not exceed \$50,000.00, or the COMPANY'S total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

8.26 Municipal Advisor

The COMPANY is not a Municipal Advisor registered with the Security and Exchange Commission (SEC) as defined in the Dodd-Frank Wall Street Reform and Consumer Protection Act. When the CLIENT is a municipal entity as defined by said Act, and the CLIENT requires project financing information for the services performed under this Agreement, the CLIENT will provide the COMPANY with a letter detailing who their independent registered municipal advisor is and that the CLIENT will rely on the advice of such advisor. A sample letter can be provided to the CLIENT upon request.



HRGreen®

This Agreement is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the Agreement. Services will not begin until COMPANY receives a signed agreement. COMPANY's services shall be limited to those expressly set forth in this Agreement and COMPANY shall have no other obligations or responsibilities for the Project except as agreed to in writing. The effective date of the Agreement shall be the last date entered below.

Sincerely,

HR GREEN, INC.

Ravi Jayaraman

Ravi Jayaraman, PE

Approved by:

Andrew E. Marsh

Printed/Typed Name: Andrew E. Marsh, PE

Title: Practice Leader - Water

Date: 8/4/2020

VILLAGE OF PALOS PARK

Accepted by: _____

Printed/Typed Name: _____

Title: _____

Date: _____



To: G. Darryl Reed, Building Dept. Commissioner
 From: Building Department
 Date: November 2nd, 2020
 Subject: **Building Department Report for Council Meeting November 9th, 2020**

Carbon Monoxide Safety

The Building Department would like to advise residents to change the batteries in your carbon monoxide and smoke detectors. If you do not currently have a carbon monoxide detector, please consider getting one. Illinois state law requires that every home be equipped with at least one carbon monoxide alarm within 15 feet of every bedroom. Additional detectors on every level of your home provide extra protection against carbon monoxide poisoning.

PERMITS

The Building Department processed nineteen (17) permits from October 7th through October 21st, 2020 resulting in \$6,246.60 in permit fees. Thirteen (13) inspections were completed during this time.

12209 s. 86 TH Avenue	Pavers	\$225.00
12648 Meadow Lane	POD	\$969.75
4 Black Walnut	Concrete	\$225.00
8708 Roma Road	Roof	\$225.00
9400 W. 122 nd Street	Drain tile	\$350.00
101 Old Creek Road	Pod	\$2,352.35
11708 S. Brookside	Roof	\$225.00
30 Laughry Lane	Deck	\$150.00
11743 S. 82 nd Court	Deck	\$150.00
9101 W. 123 rd Street	Concrete	\$225.00
11916 S. 89 th Court	Windows	\$150.00
1 Wild Cherry Lane	Windows	\$150.00
129 Old Creek Road	Windows	\$150.00
12508 S. Pawnee Road	Remodel	\$99.50
12415 S. 86 th Avenue	Roof	\$225.00
11530 S. 85 th Court	Window	\$150.00
11524 Old Prague Path	Roof	\$225.00
2 Old Creek Road	Pergola	\$800.0
11925 S. 80 th Avenue	Roof	\$75.00
16 Wildwood	Roof	\$225.00
12519 Iroquois	Remodel	\$315.00
12409 S. Forest Glen	Roof	\$225.00
12508 S. Pawnee	Electric	\$75.00
12824 S. Misty Harbor	Deck	\$75.00
11903 Forest View	Roof	\$225.00
4 Brook Lane	Roof	\$500.00
9031 W. 126 th Street	Roof	\$225.00
7901 W. Oak Ridge	Concrete	\$500.00
8700 W. 120 th Street	Roof	\$225.00

11915 Timberlane	Tuckpointing	\$150.00
13029 S. LaGrange	Sign	\$2,007.30
11728 S. 83 rd Avenue	Roof	\$225.00
8623 Roma Road	Roof	\$225.00
	TOTAL	\$12,318.90
	PREVIOUS REPORT	\$342,690.59
	YEAR TO DATE	\$355,009.49



VILLAGE OF PALOS PARK

Village Council
Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Review and Discussion of Section 1020.02 of the Municipal Code Regarding Vacation of Undeveloped Village Right of Way.

BACKGROUND/HISTORY:

At the August 10, 2020 Village Council meeting, the Council considered a request to purchase Village owned right of way (ROW); the request was denied. Following a discussion, Council directed staff to review the pricing outlined in the code, suggesting that it might be more appropriate to base the price for the sale of ROW on the size of the ROW.

On March 14th and again on November 14, 2011, Section 1020.02 of the Village Code was amended. See Exhibit 1 for Code section.

Prior to 2011 and these amendments, the Village would base the sale price of unimproved ROW on the average of three appraisals. This process resulted in widely varying prices for the ROW, added expense to the petitioner, and time to the process. The three appraisals cost the petitioner approximately \$3,000 (typically about \$1000 for each appraisal).

In amending its Code in 2011, the Village Council desired to provide a flat rate for the purchase of ROW in order to make the process more streamlined and efficient. A benefit to codifying the cost is that petitioners are aware of the price when making application for ROW purchase/vacation.

ANALYSIS

The flat rate currently adopted results in widely varying cost per square foot due to the varying size of ROW vacated. Exhibit 2 is a list of Village ROW sales/vacations since 2011 where a flat rate was used. The flat rate resulted in a range of cost per square foot (sf) from a low of \$1.16/sf to a high of \$39.06/sf. The average cost per square foot after eliminating the high and low values is \$2.80. In four of the six sales ranged between \$1.16/sf and \$2.03/sf for half ROW's. The average sales price for a whole ROW was \$1.39/sf.

Staff consulted with a local realtor to compare these ROW sale amounts to recent sales of vacant property in the Village, Exhibit 3 is a list of vacant properties sold since 2018. While the average price per square foot is \$3.64/sf (less high and low sales), the realtor advised staff that a good, high and dry one-acre lot in Palos Park should sell for between \$4 and \$6/sf. The above average is thrown off by "outliers", low-lying, difficult-to-build-on, less

attractive lots. Village ROW is more comparable to these 'outlier' parcels as they are by themselves unbuildable; there are reasons roads were not constructed in these ROWs.

DISCUSSION

Historically, the Village has vacated ROW at the request of adjoining property owner(s). In some cases, it prevented the need to seek a variance for an improvement to the property.

A rationale for the Village to transfer ownership of its undeveloped ROW's is to decrease our liability. The Village is responsible for any maintenance in its ROW's, this includes tree trimming/removal. The Village also has liability should someone be injured on our property, or because of something falling from our property onto a person or an adjoining structure.

In 2011, the Village Council adopted a policy to dedicate proceeds received from ROW sales to 'purchase, maintain, expand and promote active and passive recreational activities, facilities, and open spaces within the Village' (see Exhibit 4).

The Village's code regarding ROW vacations is unique. The Village Attorney has advised that many municipalities do not include language in their code regarding ROW vacation. In these cases, ROW is vacated in accordance with Illinois State Statute. State statute does not dictate the process for valuation of the ROW, but many municipalities use property appraisals for determining the sale price of the ROW.

The Village process to vacate ROW is also unique in that a public hearing is held on the vacation by the Plan Commission, followed by consideration and final vote by the Village Council. No public hearing is required by state statute (see attached Exhibit 5, Process to Vacate Under State Statute).

Our current practice is as follows: upon receipt of an application to purchase/vacate ROW, the Village notifies any other abutting property owner(s) that a request has been made via certified mail. The adjoining property owner(s) are extended an offer to purchase the other half of the ROW. The letter includes a tentative public hearing date and a request for response prior to the hearing. The letter further notes that if no response is received by the hearing, it will be assumed the property owner does not object to the vacation and is not interested in purchasing the other half of ROW. Subsequently, staff then initiates the notice requirements for a public hearing including a mailing to property owners within 350 feet of the ROW, legal notice published in the paper, and a sign is placed at the ROW. The public hearing is then held by the Plan Commission which makes a recommendation to the Village Council for final decision. Following the decision of the Village Council, either the Village Staff or the applicant has a plat of vacation and plat of consolidation prepared at a cost of approximately \$5,000 (billed to the applicant if undertaken by the Village).

The Village owns approximately 25.65 acres of undeveloped ROW. These parcels of land are in mostly heavily wooded areas and are largely not maintained by the Village, except when a utility is located within the ROW or if dead branches or trees need to be removed. Once vacated and consolidated into the petitioner's property, the former ROW is subject to property tax, and reduces the Villages liabilities for the parcel. Not all ROW can be sold; each ROW is evaluated for suitability for sale during the hearing process as outlined in the code.

OPTIONS

1. The Village Council could decide not to sell any ROW. This option would continue the Village's financial responsibility for maintenance and other potential liabilities.
2. The Village Council could decide to amend the pricing regulations in the Village Code to adopt a fixed price per square foot that could be reviewed periodically, such as every 5 years. This option would ensure that potential purchasers of smaller ROW parcels are not paying more per square foot than those who purchase

larger parcels. This method provides for prospective purchasers to have knowledge of the price of property upfront and minimizes the length of time for processing a vacation application as there is no need for an appraisal.

3. The Village Council could retain, lower, or increase the fixed pricing as currently written. This option retains the clarity of the purchase price and no appraisal is required. However, these options would continue to result in purchasers of smaller ROW parcels paying more per square foot than those purchasing larger parcels.
4. The Village Council could substantially discount the sale of undeveloped ROW to encourage the quick sale of Village ROW. Some municipalities have taken this approach to more rapidly reduce its inventory of undeveloped ROW. The property is put on the tax roll, and liabilities are reduced.
5. The Village Council could eliminate the vacation language from the Village code. The state statute regarding ROW vacation would then be followed. As noted previously, this would allow the Council to adopt any pricing strategy it wants for each property.
6. The Village could return to its former (pre-2011) practice of requiring three appraisals be received to determine the purchase price of ROW. This would add time and cost to the current process and the purchase price would be an unknown factor at time of petitioner's application.

RECOMMENDATION

Staff does not have a recommendation; it is requested that the Village Council provide staff with guidance relative to any proposed amendments to Section 1020.02 (c)(2) Vacations.

Attachments:

1. Chapter 1020.02 Vacations
2. Village ROW Sales Since 2011
3. Palos Park Land Sales Since 10-28-2018
4. Council Agenda Item regarding Policy Statement
5. Process to Vacate ROW Under State Statute
6. Other Village Code Examples
7. List of Undeveloped ROW
8. Map of Undeveloped ROW

[Print](#)

Palos Park, IL Code of Ordinances

1020.02 VACATIONS.

(a) **Application.** Property owners considering making a request for the vacation of Village right-of-way adjacent to their property should first consult with Village staff regarding procedures, codes, feasibility, price, and other related information before completing an application for said vacation. Upon receipt of the completed application, the Village staff shall schedule a public hearing by the Plan Commission in conformance with public hearing requirements in Sections 1262.09 and 1262.10 of the Village Code.

(Adopting Ordinance)

(b) **Feasibility.** Village staff shall evaluate, and the Plan Commission shall make findings in regard to, the potential future use of the right-of-way for street, alley, trail, recreation, buffer, utilities, drainage, flood control, environmental protection, or any other public purposes, which may or may not be addressed in the adopted Comprehensive Plan of the Village, that would be lost if the right-of-way were to be vacated and turned over to private use. The Plan Commission shall make a recommendation in regard to the proposed vacation, which shall be forwarded to the Village Council.

(c) **Offer/Price.** The Village Council shall determine whether to offer to vacate the right-of-way, subject to the retention of any easements deemed to be in the public interest, including, but not limited to, utility easements, conservation easements, and pathway easements.

(1) In cases where the request is for the vacation of one-half of the right-of-way along one side of a single-family lot, and the vacation would not result in the creation of a new, additional, buildable single-family lot, the consideration to be paid to the Village in regard to such right-of-way vacation shall be twenty thousand dollars (\$20,000).

(2) In cases where the request is for the vacation of both halves of the right-of-way along one side of a single-family lot, where the result would not be the creation of a new, additional, buildable single-family lot, the adjacent property owners shall each be given the opportunity to request vacation of one-half of the right-of-way, with the consideration to be paid to the Village by each adjacent property owner, in regard to such right-of-way vacation, to be twenty thousand dollars (\$20,000). If one of the adjacent property owners declines to proceed with the vacation of one-half of the right-of-way adjacent to said property owner's property, then said other adjacent property owner may proceed with the vacation of the full right-of-way, with the consideration to be paid to the Village in regard to such full right-of-way vacation to be thirty thousand dollars (\$30,000). In the case of such a full right-of-way vacation request by only one adjacent owner, the entire right-of-way shall be vacated to only the adjacent owner who pays the thirty thousand dollars (\$30,000).

(3) In cases where the request is for the vacation of right-of-way that would result in the creation of a new, additional, buildable single-family lot, the consideration to be paid the Village shall be determined on a case-by-case basis, by the Village Council, with the benefit of an appraisal prepared at the direction of the Village, provided the property owner requesting said vacation deposits the estimated appraisal cost with the Village prior to the Village proceeding with the appraisal.

(4) Notwithstanding the fact that a proposed right-of-way vacation is subject to subsection (3) above, in the event that the owner(s) of the property that is adjacent to the right-of-way to be vacated (hereinafter the "adjacent property"), who will obtain title to the right-of-way upon

vacation thereof (hereinafter the "adjacent owner"), has indicated in writing to the Village that said adjacent owner does not presently desire to create the new, additional, buildable single-family lot, the consideration to be paid for said right-of-way vacation shall be as set forth in subsection (1) or (2) above; provided, however, that the adjacent owner consents to the creation of a covenant running with the land, in a form acceptable to the Village, that provides for the payment, by the owner of record of the adjacent property, prior to the approval of any subdivision or tax division that creates a new, additional, buildable single-family lot, using all or any portion of the adjacent property and/or the vacated right-of-way, of the difference between the consideration to be paid for the right-of-way that was vacated, as determined pursuant to subsection (3) above as of the date of the filing of the subdivision or tax division petition that would create a new, additional, buildable single-family lot, and the amount paid by the adjacent owner at the time of the vacation of the right-of-way.

The dollar amounts set forth in paragraphs (c)(1) and (2) above, shall be subject to periodic review and adjustment by amendment to this section.

(d) **Acceptance.** Upon the property owner agreeing to pay the consideration set forth within subsection (c) above, the Village shall cause the necessary plats and other documents to be prepared for vacation of the right-of-way, provided the property owner first deposits with the Village the amount estimated by the Village to cover the costs for document and plat preparation, recording costs, and all third party fees necessary to complete the transaction, pursuant to Chapter 208 of the Village Code.

(Ord. 2011-11. Passed 3-14-11; Ord. 2011-43. Passed 11-14-11.)

Palos Park Right-of-Way Sales

Date	ROW	Half/Whole	Square Feet	Price	Price/Sq. Ft.
8/14/2018	90th Ave.	2 halves	512.00	\$ 20,000.00	\$ 39.06
			3,300.00	\$ 20,000.00	\$ 6.06
7/2/2013	120th St.	Whole	25,967.51	\$ 30,000.00	\$ 1.16
3/12/2012	S. 92nd Ave.	1 Half	9,859.00	\$ 20,000.00	\$ 2.03
8/8/2011	S. 83rd.	Whole	20,712.78	\$ 30,000.00	\$ 1.45
6/13/2011	S. 82nd Ave.	Whole	18,051.00	\$ 30,000.00	\$ 1.66
Average					\$ 8.57
Average (less high and low values)					\$ 2.80

**Palos Park Land Sales
Since 10/8/2018**

Closed Date	Address				Acreage	Sq Ft	Sold Price	\$/SF	Zoning	
9/4/2020	44.5		OLD CREEK	RD	Palos Park	1.1	47,916	\$ 187,000	\$ 3.90	Single Family
5/22/2020	12815	S	80th	AVE	Palos Park	1.34	58,370	\$ 260,000	\$ 4.45	Single Family
1/28/2020	8543	W	131st	ST	Palos Park	1.39	60,548	\$ 175,000	\$ 2.89	Single Family
7/30/2019	9850		Wild Cherry	LN	Palos Park	0.91	39,640	\$ 84,525	\$ 2.13	Single Family
7/13/2019	8802	W	131st	ST	Palos Park	0.59	25,700	\$ 41,250	\$ 1.61	Single Family
7/13/2019	8802-06	W	131st	ST	Palos Park	1.3	56,628	\$ 82,500	\$ 1.46	Single Family
7/11/2019	12506	S	82nd	AVE	Palos Park	0.68	29,621	\$ 180,000	\$ 6.08	Single Family
7/3/2019	12317	S	88th	AVE	Palos Park	0.52	22,651	\$ 75,000	\$ 3.31	Single Family
2/13/2019	8620	W	131st	ST	Palos Park	0.64	27,878	\$ 120,000	\$ 4.30	Single Family
1/11/2019	12733	S	Misty Harbour	LN	Palos Park	1.02	44,431	\$ 190,000	\$ 4.28	Single Family
11/21/2018	204		Forest Edge	AVE	Palos Park	0.95	41,382	\$ 242,500	\$ 5.86	Single Family
Average						0.95		\$ 148,889	\$ 3.66	
Average (less high and low values)								\$ 148,503	\$ 3.64	



VILLAGE OF PALOS PARK
AGENDA ITEM COVER SHEET

8999 W. 123rd Street
Palos Park, Illinois 60464
www.palospark.org

Village Council
Mayor John Mahoney
Village Clerk Carol A. Bryson
Commissioner Mary O'Connor
Commissioner Dan Polk
Commissioner James Pavlatos
Commissioner Nicole Milovich-Walters

MEETING OF: April 25, 2011

AGENDA MATTER:

Policy Statement for use of proceeds from the sale of vacated rights-of-way.

BACKGROUND/HISTORY:

On March 14, 2011 the Village Council adopted an Ordinance setting forth the terms, conditions and sale price of Village owned Rights Of Way (ROW). At the time of adoption, there was some discussion on the use of the proceeds from any ROW sales. Some of the ideas were to earmark the proceeds to purchase open space; earmark for recreation; and earmark for roads.

At the April 11, 2011 meeting Council members shared their views on the use of the proceeds from ROW sales and directed staff to formulate a policy statement; that statement can be found below.

STAFF RECOMMENDATION:

That the Council adopts the policy statement on the use of the monetary proceeds from the sale of vacated rights of way.

RECOMMENDED MOTION:

I move to approve adopting the following policy statement:

"The monetary proceeds received from the vacation of rights-of-way will be used to purchase, maintain, expand and promote active and passive recreational activities, facilities and open spaces within the Village of Palos Park".

PROCESS TO VACATE ROW UNDER STATE STATUTE

If the Village did not have Village Code provisions covering dedicated ROW vacations, the provisions of the State statute would be controlling, and the process would be as follows:

1. The owner of the property abutting the street or alley would make a request to the Village for the vacation.
2. The Village Council would determine if the ROW should be vacated, and what amount of consideration, if any, should be required to be paid to the Village relative to the vacation. In this regard, please keep in mind that:
 - A. The Village Council does not have to vacate a ROW if it does not want to do so.
 - B. The Village Council can determine the amount of consideration in any manner that it chooses; however, an appraisal, paid for by the petitioner, is the most often used method to determine the amount of the consideration.
 - C. The Village Council does not have to seek any consideration for the vacation of the ROW, as the State statute, and the case law relative to ROW vacations, indicate that being relieved of the obligation to own and maintain the ROW is sufficient consideration in and of itself.
 - D. The vacation of the ROW cannot result in damage to someone's property, without paying compensation to that property owner. In other words, a vacation cannot cut off access to a parcel of property.
 - E. Typically, half of the vacated ROW goes to each of the abutting property owners; however, if only one of the abutting property owners pays all of the consideration, the entire vacated ROW can go to only the abutting property owner who pays the entire consideration.
 - F. A three-fourths (3/4ths) vote of the Board (3 of the 4 Commissioners) is required to approve the Ordinance vacating the ROW. As such, the Mayor is not the 3rd vote needed to approve the Ordinance.

OAK PARK

ALLEY AND/OR STREET VACATION POLICY AND PROCEDURES

I. Policy Statement

The President and Board of Trustees may vacate a street or alley, or part thereof, by ordinance whenever they determine that the public interest will be subserved by vacating such street or alley, or part thereof. The determination of the President and Board of Trustees in this regard is conclusive, and the passage of such an ordinance shall be sufficient evidence of that determination whether so recited in the ordinance or not. The relief to the public from further burden and responsibility of maintaining any street or alley, or part thereof, constitutes a public use or public interest authorizing the vacation.

II. Procedures

The following procedures are set forth in the chronological order in which they should normally occur and should be generally followed in the order presented when processing applications for street and/or alley vacations:

1. Upon receipt of an application (Application Form attached hereto as Attachment A) for an alley and/or street vacation, or partial vacation, from a property owner abutting the street and/or alley proposed to be vacated, said application shall be forwarded to the Chief Planner, who shall, in turn, forward same to the Police Chief, Fire Chief and Public Works Director and shall forward same to the Plan Commission for the purpose of conducting a public hearing thereon.
2. At least 15 days prior to such a hearing, the Chief Planner shall cause notice of the time, place and subject matter of the hearing to be published in a newspaper of general circulation in the Village. Property owners abutting the street or alley to be vacated shall also be given notice of such hearing by regular mail.

At the hearing, all interested persons shall be heard concerning the proposal for vacation. The Plan Commission shall obtain input from the Police, Fire and Public Works Departments concerning the feasibility of the proposed vacation at the public hearing and shall obtain guidance from the Comprehensive Plan in formulating its recommendation to the President and Board of Trustees.

3. The Plan Commission shall forward its Findings and Recommendations, including any conditions it may recommend, to the

President and Board of Trustees for Board consideration and action thereon.

4. At a regularly scheduled meeting of the President and Board of Trustees, the Village Board shall approve, reject or modify the vacation recommendation of the Commission in principle, and shall direct staff to prepare such agreements and ordinances as are necessary to effect the vacation in accordance with the direction of the President and Board of Trustees.
 - a. The agreement shall specify that the applicant shall be responsible for the cost of the appraisal, title insurance, recording costs and other Village costs, including staff time and miscellaneous expenses, which other Village costs shall in no event be less than \$500.00 per vacation.
 - b. The Village shall require compensation from the owner requesting the vacation in the amount of the appraised value of the property to be vacated. If, however, the vacation or partial vacation of the street or alley is at the request of the Village or provides an extraordinary benefit to the Village, the Village, in its discretion, can agree to deduct the cost of breaking up and removing the paved street or alley surface and restoring it to the proposed condition/use from the purchase price.
 - c. The Village shall reserve easements for existing utilities in the vacated public right-of-way and shall charge the requesting property owner for the removal or movement of Village utility lines. The requesting property owners shall likewise bear all costs for the removal or movement of all other existing utility lines and/or structures.
 - d. The Village shall include such other conditions as it believes are necessary, appropriate and/or desirable for the public health, welfare and safety of the Village and its citizens.
 - e. If, however, the Village is negotiating the vacation of certain alleys and/or streets in the context of a larger development, the President and Board of Trustees may negotiate whatever terms and conditions the Board, in its discretion, determines to be in the best interests of the Village for that particular development.
5. Village staff shall secure an appraisal of the street and/or alley proposed to be vacated, based upon the value of the alley after it has

been vacated and restored to its proposed condition. Zoning shall be an important factor in determining value. The vacated street and/or alley will assume the zoning classification of the property abutting it on either side to the midpoint of the vacated street and/or alley.

6. The Village Engineer shall cause a plat of vacation to be drawn, which plat shall contain the legal description of the street and/or alley to be vacated and which shall otherwise conform to the requirements for recording by the Cook County Recorder of Deeds.
7. In the event that only one abutting property owner out of two or more abutting property owners is seeking to acquire title to the vacated street or alley, it shall be necessary for the abutting property owner desiring to obtain title to the entire vacated street to obtain and record quit claim deeds from the other abutting property owners conveying their interest, if any, in the street and/or alley proposed to be vacated, to the property owner seeking the vacation, prior to execution of the vacation agreement with the Village.
8. The President and Board of Trustees shall authorize execution of the agreement by an ordinance adopted by no less than a majority of the President and Board of Trustees.
9. Once the execution of the agreement has been properly authorized by the President and Board of Trustees and properly executed by the property owner requesting the vacation, a majority of the President and Board of Trustees shall authorize the adoption of an ordinance vacating the subject street and/or alley, which shall have the vacation plat appended thereto as an exhibit.
10. Upon payment by the applicant of the appraised price of the vacated street and/or alley and the costs associated therewith, the Village shall record both the agreement and ordinance authorizing the agreement and the ordinance authorizing the vacation of the street or alley.

ARTICLE IV. VACATION OF STREETS

§ 97.100 Vacation in accordance with state statutes.

Any request for vacation of a street or public alley located within the corporate limits of the village shall be presented to the Board of Trustees for their action in accordance with Ill. Rev. Stat., Ch. 24, §§ 11-91-1 et seq. ('70 Code, § 12.26.010) (Ord. 3013, passed 12-17-87)

§ 97.101 Written request required; fee.

Any request for vacation of a street or alley within the corporate limits of the village shall first be submitted to the Village Manager in written form clearly designating the area which is to be vacated. A fee of \$100.00 shall accompany each request for vacation. The Village Manager after review and consultation with the appropriate department heads shall advise the person requesting the vacation whether or not the staff will recommend said vacation. ('70 Code, § 12.26.020) (Ord. 3013, passed 12-17-87)

§ 97.102 Determination of village manager; deposit.

Upon a determination of the Village Manager to recommend or not recommend said vacation, the property owner shall have the right to present the request to the corporate authorities. In the event the petitioner or property owner continues to request the vacation, said person shall deposit with the village sufficient monies as determined by the Director of Planning to cover any costs associated with an appraisal of the property. Any monies held above the cost of the appraisal shall be refunded to the petitioner when the process is complete. ('70 Code, § 12.26.030) (Ord. 3013, passed 12-17-87)

§ 97.104 Appraisal of value of property.

It shall be the burden of the person requesting the vacation to present his request to the corporate authorities for vacation of the street or alley. The Village Manager's office shall make its recommendation and present any evidence as to the value of the property which was received from the appraiser. ('70 Code, § 12.26.050) (Ord. 3013, passed 12-17-87)

§ 97.105 Vacation ordinance required; contents.

In the event the corporate authorities wish to vacate said property, an ordinance shall be passed by an affirmative vote of at least three-fourths of the Trustees holding office. This ordinance shall contain any conditions or requirements of said vacation of property.

SCHAUMBURG

POLICY STATEMENT 5.56 TITLE: - VACATION OF VILLAGE RIGHTS-OF-WAY

COW Approval: March 17, 1998

VB Approval Date: March 24, 1998

Statement:

The Village of Schaumburg acknowledges that it owns, through dedication, streets within the corporate limits of the Village of Schaumburg. The village may find it no longer needs all streets for street purposes. Persons interested in acquiring those non-used rights-of-way will contact the village. State law allows the village the right to vacate its rights-of-way pursuant to 65 ILCS 5/11-91-1. The village wishes to set up a policy wherein persons may request vacations of rights-of-way wherein no other zoning matters are involved. In the event the vacation involves more than a right-of-way, i.e. a plat subdivision, or relates to a zoning matter before the zoning board of appeals or plan commission, that request for vacation shall proceed with the zoning matter. In all simple vacation of rights-of-way this policy and the state statute governing vacation of rights-of-way to adjacent property owners shall be followed:

1. Persons requesting a vacation of a right-of-way must submit a request in writing. The request shall detail the area which is to be vacated. The request shall specify who will become the owner of the right-of-way vacated. If more than one party requests a vacation, all parties must sign the request.
2. Any request for vacation shall also contain a deposit sufficient to cover the cost of the fair market appraisal of the property, cost of notice of public hearing, and the cost of preparation of a plat of vacation.
3. The village manager's office shall process all written requests and deposits to determine whether or not a vacation is recommended. An unfavorable recommendation will be sent to the party requesting it. The party has the option of requesting that the board of trustees still consider the matter or requesting a refund of any monies. If the unfavorable recommendation is forwarded to the board of trustees, the board has the option of requesting a fair market appraisal or simply denying the request. Should the village manager's office determine that a favorable determination is appropriate, the party will be notified and a written appraisal be secured.
4. Upon receipt of a written appraisal, the appraisal, the written application and the village manager's recommendation will be submitted to the committee of the whole for review.
5. The committee of the whole shall make a preliminary determination as to whether or not to proceed with the vacation. If the vacation is authorized, the village manager's office will publish a legal notice for a hearing pursuant to state statute (the public hearing shall be held at least fifteen (15) days after the publication date). All hearings shall be held on regularly scheduled village board meetings.
6. After the hearing, the board shall direct preparation of an ordinance and plat with any conditions or restrictions the village should wish to require on the vacation, or deny the vacation.
7. An ordinance and plat will be submitted in compliance with the village board's approval and presented at the first appropriate board meeting.
8. Nothing in this policy shall be construed to prohibit the president and board of trustees from following other statutory authorized vacation procedures.

WESTERN SPRINGS

VILLAGE EXCESS RIGHTS-OF-WAY DISPOSAL POLICY AND PROCEDURES DATED APRIL 24, 2017

- A. The Village Board (or "corporate authorities"), in its sole discretion, may offer to vacate dedicated street or alley rights-of-way which have not been fully improved with a roadway surface comparable to current Village Subdivision Code standards for purchase by adjacent property owners in accordance with this Policy, the applicable Western Springs Municipal Code provisions and the Illinois Vacation Statute (65 ILCS 5/11-91-1 *et seq.*). In considering any vacation petition, the Village Board has the right under the Illinois Vacation statute to deny a petition in its entirety or to grant all, less than all or more than all of the requested relief sought by any petition by vacating right-of-way in proportions that it deems to be in the public interest. The Village Board reserves the right to deviate from this Policy or grant an exception or variation from any provision of this Policy under the appropriate circumstances, provided such deviation, exemption or variation is approved by a three-fourths vote of the corporate authorities.
- B. Except in the case of Planned Developments involving multi-family or single family attached developments (collectively referred to as a "Residential Planned Development") or commercial or mixed use¹ developments or redevelopments, if the vacation of a street or alley right-of-way is deemed by the Village Board to be in the public interest, the Village will require monetary compensation for the vacated right-of-way from the adjacent property owners at a cost per square foot not less than the per square foot dollar amounts set forth in the Cost Table attached to this Policy marked as **Exhibit "A"**, as amended from time to time, and pursuant to the Illinois Vacation Statute (65 ILCS 5/11-91-1 *et seq.*), as amended. The corporate authorities of the Village will review the per square foot dollar amounts contained in the Cost Table on an annual basis and may adjust the square foot dollar amounts to reflect the current fair market value of the right-of-way properties from time to time. Any amendments or revisions to this Policy, including the Cost Table, shall be approved by the corporate authorities by the passage of a resolution. When any amendment to this Policy is approved by the corporate authorities through the passage of a resolution (e.g., a revised Cost Table with a new price schedule), a person will be allowed to continue with his or her petition under the prior Policy terms and provisions (including the prior purchase price of the right-of-way parcel), provided he or she has submitted to the Village Manager a petition to purchase a right-of-way parcel and has paid to the Village the 10% purchase price deposit and \$2,500.00 deposit required under Section J (1, 2) below prior to the approval of said resolution amending the

¹ A mixed-use development or redevelopment is defined as any development or redevelopment of real estate that incorporates commercial or office uses with residential uses.

Policy. The price of acquiring title to certain dedicated right-of-way properties on and after March 26, 2007 (also referred to as the "Revised 2007 Price Schedule") and the addresses and approximate dimensions of said properties are listed in the attached Cost Table (**Exhibit "A"**). **The Revised 2007 Price Schedule has three (3) levels of pricing based on whether "encumbrances" currently exist or will be created and imposed against the right-of-way parcel as a condition of the sale of the right-of-way parcel that limits or restricts the use of any portion of the right-of-way parcel for development or construction purposes, as determined by the Village Engineer. The word "encumbrance" means an easement for one or more Private or Public Facilities, as defined below at Page 7, located within the buildable area of the proposed, vacated right-of-way parcel, but does not include an easement for one or more Private or Public Facilities that are located only in a rear yard setback or a front yard or front parkway area.** The corporate authorities reserve the right to adjust those prices as they deem appropriate.

The corporate authorities of the Village reserve the right to vacate and convey title to the entire dedicated right-of-way, or such lesser portion, lying adjacent to land owned by a property owner (or his/her/its contract purchaser or successor(s) in interest) who has filed a vacation petition requesting title to such right-of-way. In the case of a proposed or an existing Residential Planned Development or a commercial or mixed use development or redevelopment (collectively hereinafter referred to as "Development"), the corporate authorities of the Village reserve the right to set a price for the sale of such right-of-way based on: (1) the fair market value of the property; or (2) on the benefits (as documented in the public record by the Village Board) which will accrue to the Village as a result of the vacation and the incorporation of the vacated right-of-way into the Development. When considering a vacation petition that involves property to be incorporated into such a Development, the corporate authorities of the Village will conduct a public hearing on the vacation petition as required by this Policy, but they reserve the right to deny the vacation petition or to grant only preliminary approval of the vacation petition, subject to final consideration by the corporate authorities when they consider the recommendation of the Plan Commission relative to the Development petition after completion of the Commission's required public hearing process for such a Development. Any denial or preliminary approval by the corporate authorities shall be transmitted to the Plan Commission so that it can review the Development petition based on such information. Unless otherwise noted below, consideration of a vacation petition that involves property to be incorporated into a proposed or an existing Development shall follow this Policy.

- C. The Village Board reserves the right to amend this Policy at any time, including the list of properties and the minimum prices contained in **Exhibit "A"**. The Village reserves the right to decline to vacate any Village right-of-way property. The Village Board is under no obligation to vacate any Village right-of-way property at the minimum price set forth in this Policy or at any other price. The

corporate authorities shall have no obligation to vacate any Village right-of-way property, unless and until three-fourths of the Trustees holding office affirmatively vote to approve of the required vacation ordinance and all of the other terms, provisions and requirements of this Policy relative to the vacation are satisfied. The corporate authorities of the Village reserve the right to vacate any dedicated Village rights-of-way not listed on Exhibit "A". In such cases, the corporate authorities reserve the right to set a price for the sale of such rights-of-way based on the fair market value of the property or the benefits that will accrue to the Village as a result of the vacation.

- D. If the Village receives a petition from an adjacent property owner requesting the vacation of the entire right-of-way parcel, or such lesser portion, lying adjacent to his or her property, the Village Board will consider vacating the right-of-way if the vacation is in the public interest. The internal review process for considering such a petition will be as follows: (1) within five (5) business days of receipt by the Village, copies of the petition will be mailed to the adjacent property owners under a cover letter that invites all of the adjacent property owners, including the petitioner, to a meeting with the Community Development Director and Village Engineer to discuss the petition and to determine whether the other adjacent property owners are interested in acquiring any portion of the right-of-way; (2) at the conclusion of his review of the matter, the Community Development Director will send a report to the Properties and Recreation Committee that summarizes the parties' positions and contains staff's recommendation; (3) the Properties and Recreation Committee will meet with the petitioner and the other adjacent property owners to discuss the petition, any responses of the other adjacent property owners to the petition and any alternate petitions filed by other adjacent property owners; (4) after it concludes its review of the matter, the Properties and Recreation Committee will forward a recommendation to the Village Board regarding the petition and any alternate petitions; (5) the Village Board will make a decision regarding whether the petition and any alternate petitions should be pursued; and (6) if the Village Board decides that a petition should be pursued, then the petitioner shall follow the remainder of this Policy, including Subsection J.

As used in this Policy, the term "public interest" includes any factors that support or weigh against the vacation of a right-of-way, including but not limited to: (1) the amount of right-of-way sought to be acquired under the petition(s); (2) the proposed use of the right-of-way parcel after acquisition (e.g., development, reserve as open space, use for driveway access, etc.); (3) the impact that the right-of-way vacation will have on adjacent properties; (4) whether the right-of-way vacation or the proposed use will require a driveway relocation or a utility relocation; and (5) the need to require a sidewalk easement or other utility easement within the right-of-way parcel. As used in this Policy, the term "adjacent property owner" means one whose property is located adjacent to and abuts the longest side line of the right-of-way. It is the intention of this Policy that only the respective property owners who own property adjacent to and abutting

the longest side lines of the right-of-way be allowed to purchase right-of-way located immediately adjacent to his or her property. Further, it is the intention of this Policy that a property owner whose property is located only adjacent to and abutting the shortest side line of a right-of-way parcel not be allowed to acquire said right-of-way through the vacation process. For illustrative purposes, a diagram showing four parcels of property (A, B, C and D) and four right-of-way parcels (A1, B1, C1 and D1) is attached to this Policy as Exhibit "B" to highlight the permitted and not permitted acquisitions. Under this Policy, for example, the owner of A is limited to requesting the vacation and purchase of A1 and B1. If the owner of A acquires A1, the Village would not permit said owner (or any subsequent owner) at a later date to acquire C1 or D1 through the vacation process unless he or she also acquired either C or D. The prohibition of the owner of A1 acquiring title to C1 or D1 is based on the Village's desire to avoid the creation of irregular shaped lots of record, through-driveways and other land uses or configurations that are not consistent with orderly and beneficial growth and development. The only exception to the above limitation that will be considered by the Village Board is in the instance where a person agrees to purchase back-to-back right-of-way parcels for purposes of resubdivision into buildable lots that are generally consistent with the shape of lots in the immediate area and construction of residences on the resubdivided lots. Examples of this exception follow: (1) the owner of A first purchases A1 and B1 and then offers to purchase C1 and D1; or (2) the owner of A offers to purchase A1, B1, C1 and D1. Attached to this Policy as Exhibit "C" is a diagram showing the right-of-way vacations that the Village Board will consider for the unimproved portion of Sunset Terrace.

For purposes of this Policy, the term "adjacent to and abutting" does not include "*de minimus* contact" such as the situation where two or more corners of property meet.

It is also the intention of this Policy that adjacent properties do not become "landlocked" due to the vacation of a right-of-way, unless the landlocking of a particular parcel of property is determined by the Village to be in the public interest. When used in this Policy, the following common meaning of the term "landlocked" shall be applied: "there is no way to get in or out without crossing the land of another."

- (1) **Purchase of Less Than One-Half of the Right-of-Way:** If the Village receives a petition from a property owner requesting the vacation of less than one-half of a right-of-way, the Village Board will consider the vacation petition and if approved, the petitioner shall pay a prorated share of the cost of the sidewalk installation required below. The purchase price of the remainder of right-of-way shall be based on the then current Pricing Schedule set forth in this Policy in effect at the time of subsequent purchase.

In cases where the property owner purchases less than the entire right-of-

way, the Village shall treat the petitioner's adjacent lot of record and the vacated property as an interior lot for zoning regulation purposes.

- (2) Existing Driveways on Rights-of-Way; New Residential Construction or Additions: Sections 8-1-6 and 8-1-7 of the Village Code prohibit the placement of or the encroachment of buildings and structures, such as driveways, onto the Village rights-of-way. Despite this prohibition, it is the intention of the Village to allow residents to maintain their existing driveways on portions of Village rights-of-way covered by this Policy that are currently used for driveway access to existing residences and garages, subject to the provisions of the Western Springs Municipal Code of 1997, as amended. Where the Village right-of-way is currently improved with a driveway (concrete, asphalt, crushed stone, etc.), a property owner, at his or her expense, may maintain or repair an existing driveway with like kind materials (i.e., replace asphalt with asphalt) or upgraded materials (i.e., replace crushed stone with concrete or asphalt with brick pavers) on said right-of-way, but the owner shall not alter, expand or extend any portion of the driveway on the right-of-way without the approval of the corporate authorities which may be withheld. The intent of the Village Board is to not allow the relocation of a driveway to another location on the public right-of-way because of the prohibitions of Sections 8-1-6 and 8-1-7. Where the Village right-of-way is not currently improved with a driveway, a property owner is prohibited from constructing a driveway on said right-of-way.

In the case where a property owner uses or maintains an existing driveway or a shared driveway located on the Village right-of-way and he or she desires to construct a new residence (e.g., a teardown situation) or an addition to an existing residence that increases the value of the existing residence and real property by more than fifty percent (50%) of the fair market value of the residence and real property, the property owner, at his or her expense, shall have the following options: (a) install a private driveway access at a location on his or her own property and remove the existing driveway located on the Village right-of-way within 30 days of completion of the new driveway; or (b) purchase the entire right-of-way, or such lesser portion, adjacent to his or her property for a driveway access on private property and if the existing driveway is not already located entirely upon the vacated right-of-way and/or private property, rebuild the driveway so that it is entirely on private property or install a new driveway on said property and remove the existing driveway located from the Village right-of-way within 30 days of completion of the new driveway. The property owner shall be responsible for providing to the Village a MAI appraisal to establish that an addition to an existing residence does not increase the value of the existing residence and real property by more than fifty percent (50%) of the fair market value of the residence and real property.

- (3) Shared Driveways: In the case of an existing shared driveway located on the

Village right-of-way, the property owner (or successor owner) who acquires a right-of-way parcel shall relocate the driveway within 2 years of the approval date of the vacation ordinance and shall be responsible for paying the costs of removing the shared driveway located on the public right-of-way and the installation of a replacement driveway for the adjacent property owner who uses the shared driveway, subject to reimbursement as provided for below. It is the intention of the Village Board that the replacement driveway be located on private property. If relocation on private property is not a viable option, as determined by the Village Engineer, then where the remainder of the shared driveway can be expanded in order to continue to provide access on the dedicated right-of-way, the property owner who eliminates his or her part of the shared driveway and thus creates the need for the expanded driveway shall pay for the expansion of the remainder of the driveway, subject to reimbursement as provided for below. In the petition, the property owner shall certify whether or not he or she intends to relocate his or her driveway access within 2 years of acquiring the vacated right-of-way parcel. The payment obligation and penalties (e.g., payment of all litigation expenses, including consultants' fees, attorneys' fees and costs, etc.) for failure to pay said funds shall be made part of the ordinance approving the vacation.

The Village Engineer, in his sole discretion, shall determine the location of the replacement driveway, the materials and specifications of said driveway and the cost of said driveway. The Village is not liable to any person (i) in the event the estimated driveway replacement cost determined by the Village Engineer is not adequate to cover the full cost of the installation of the replacement driveway, (ii) for the selection or hiring of a driveway installation contractor, or (iii) for the maintenance of the replacement driveway. Also, the Village is not liable for any failure or neglect to collect the money to be used for the estimated driveway replacement cost. If the funds are received by the Village from the property owner for the replacement or expanded driveway, said funds shall be paid to the other property owner only after he or she executes and delivers to the Village a signed release of claims and indemnity form relative to the driveway improvements which shall be prepared by the Village Attorney.

Where the Village, as a condition of approving a vacation petition, requires that an existing shared driveway located on the Village right-of-way be removed in order to allow for the installation of a sidewalk on said right-of-way, the petitioner **shall** be responsible for paying the cost of the installation of the replacement driveway for the other adjacent property owner who uses the shared driveway, subject to reimbursement below.

If any property owner, who receives a replacement driveway or the benefit of an expanded driveway access (or funds to construct said driveway or improvement), petitions the Village for the vacation of any portion of the right-of-way adjacent to his or her property within 10 years of receipt of said

funds, the property owner shall, as a condition of the vacation approval, pay to the Village the value of said improvement, as determined by the Village Engineer, or the actual amount of said funds. The Village will endeavor to reimburse the initial petitioner who paid for said improvement or said funds or, if said person cannot be located, use said funds to maintain or install Private or Public Facilities in the immediate area.

Where an adjacent property owner (or his/her predecessor), who has already purchased some or all of the Village right-of-way but continued to use a shared driveway located on the Village right-of-way after his/her purchase of the Village right-of-way, has adequate space on his/her private property to construct a new private driveway, as determined by the Village Engineer, then the property owner who applies to purchase some or all of the remaining portion of the Village right-of-way shall not be obligated to pay for a replacement driveway for the adjacent property owner. In this situation, each adjacent property owner shall be responsible for paying for their own private driveway to be located on private property, and any shared private driveway shall be removed from any remaining Village right-of-way, if any.

- E. If private or public utilities, street lighting, sanitary or storm sewers, fire hydrants and related water service lines, public sidewalks or any other above or below grade infrastructure or public improvements (the "**Private or Public Facilities**") are located within any portion of the right-of-way to be vacated, the Village Board shall reserve on a plat of vacation, as a condition of the vacation, a private or public utility and/or sidewalk easement of sufficient size to accommodate the repair, replacement, or maintenance of said Private or Public Facilities or the installation of additional Private or Public Facilities. The Village Engineer, in his or her discretion, shall determine the size of the required easement area. The plat of vacation and easement dedication shall be in a form approved by the Village Engineer and the Village Attorney. The vacation of a right-of-way by the Village will not remove or release any existing non-Village easement rights or other conditions of public record that are enforceable by other persons or private or public entities. If relocation of any of the Private or Public Facilities located within the right-of-way to be vacated is required, the property owner acquiring said right-of-way shall be obligated to pay the actual cost of the relocation as a condition of the approval of the vacation. The Village Engineer will provide the property owner with a cost estimate for such work. The Village or its contractors or the private or public utility companies shall perform the relocation work. The property owner shall pay additional monies to the Village if the initial deposit required by this Policy is insufficient to pay for the actual cost of the relocation work. The Village will promptly return to the property owner any surplus of such funds if the relocation work is performed for less than the amount of the deposit.
- F. If Private or Public Facilities do not exist at any location within any portion of a right-of-way to be vacated, the Village Board, in its sole discretion, may reserve, as a condition of the vacation, an easement of sufficient size to accommodate

the installation, construction, repair, replacement, and maintenance of Private or Public Facilities. In addition, the Village, in its discretion, may require that the property owner pay for all or one-half of the installation cost of a sidewalk within the retained sidewalk/public utility easement. The Village Engineer will provide the property owner with a cost estimate for such sidewalk installation work that will be performed by a contractor selected by the Village. The Village Engineer, in his or her discretion, shall determine the size of the required easement area. To the extent the Village pays any portion of the sidewalk installation, the Village will recover said costs from the other adjacent property owner at the time that said owner petitions for the vacation of the one-half right-of-way. If one adjacent property owner pays 100% of the sidewalk installation, the Village will endeavor to recover 50% of said costs from the other adjacent property owner at the time that said owner petitions for the vacation of the other one-half right-of-way parcel. The Village will endeavor to either pay said money to the initial petitioner or use said money to maintain the sidewalk in the future. The plat of vacation and easement dedication shall be in a form approved by the Village Engineer and the Office of the Village Attorney. If such an easement is reserved in a portion of the vacated right-of-way, Private or Public Facilities may be installed by the Village or any utility company in the easement area at any time. Whether such Private or Public Facilities will actually be installed by the Village or any utility company is within the sole discretion of the Village or the utility company.

- G. Prior to the approval of the vacation ordinance and upon request of the Village, the property owner shall deposit with the Village a sufficient amount of money in addition to the initial deposit, as determined by the Village Engineer, to pay for the actual cost of the relocation work for Private or Public Facilities, the installation of a sidewalk and/or a replacement driveway (if necessary) and any consultant fees (Village Engineer, Village Attorney, surveyor, etc.) and costs incurred by the Village in considering and processing of the vacation petition, including without limitation, the preparation of the plat of vacation, the vacation ordinance, the cost of the title commitment/policy, and any filing or recording fees charged by the Cook County Recorder of Deeds or any other governmental agency.
- H. As a condition of the vacation, the property owner shall be required to pay the purchase price and sign the vacation ordinance which will contain an indemnity and hold harmless provision protecting the Village from any liability or damages arising out of or relating to the vacation, use of the vacated right-of-way, any easements or encumbrances affecting title to the vacated right-of-way or the environmental condition of said right-of-way, including the ground water. The vacation ordinance and plat of vacation will be filed with the Cook County Assessor's Office and recorded with the Office of the Cook County Recorder of Deeds.
- I. All vacations will be processed in accordance with the applicable provisions of the Western Springs Municipal Code of 1997, as amended, including Section 10-

10-20 (Vacations), this Policy and the Illinois Vacation statute. Approval of a vacation of right-of-way requires the passage of an ordinance by the Village Board by three-fourths vote of the Trustees.

J. The process for considering a vacation request is as follows:

- (1) Filing of a written petition (e.g., letter) seeking acquisition of a right-of-way parcel listed in the Policy and paying an initial \$2,500.00 deposit to the Village to be applied to the costs and fees associated with the consideration of and processing of the vacation petition, including any consultant fees (Village Engineer, Village Attorney, surveyor, etc.) and costs incurred by the Village, the preparation of the plat of vacation, the vacation ordinance, the cost of the title commitment/policy and any filing or recording fees charged by the Office of the Cook County Recorder of Deeds or any other any governmental agency. The property owner remains obligated to pay the balance of the total actual fees and costs incurred by the Village whether or not the vacation request is approved. If the Village Board denies the vacation request, the balance of any deposit, after the actual incurred costs and fees are satisfied, shall be promptly returned to the property owner. The initial \$2,500.00 deposit (and any additional funds deposited to pay the above fees and costs) is not money paid toward satisfying any portion of the purchase price under Section 2 below.

Because the proposed use of the vacated right-of-way may be impacted by existing easements or other conditions or easements that may be required by the Village Board, as part of the petition, the property owner shall identify his or her intended use of the vacated parcel so that the Village Board can evaluate whether the parcel is suitable for its intended purpose.

- (2) A deposit of 10% of the purchase price of the right-of-way parcel is required at the time of filing the petition with the balance due as a condition of the approval of the vacation ordinance. If the property owner fails or refuses to pursue the vacation petition after paying the initial 10% deposit or fails or refuses to pay the balance of the purchase price for the vacation of right-of-way or if the Village Board denies the vacation request, all money paid toward the purchase price and any unused portion of the \$2,500.00 initial deposit shall be promptly returned to the property owner, except the Village shall be entitled to withhold an amount of money sufficient to reimburse itself for the actual out-of-pocket fees and costs incurred in reviewing and processing the petition, including all fees and costs set forth in Section J(1) above.
- (3) Once the petition and deposits are received, the Village Attorney will order a title commitment and the Village Engineer will evaluate the right-of-way

parcel relative to the Village's need to retain certain types of easements and the necessity of relocating any Private or Public Facilities, removing a shared driveway or installing a sidewalk or a replacement driveway and the estimated cost of such relocation or installation work. For example, the Village customarily retains public utility easements on all vacated parcels and in certain circumstances may retain sidewalk, street lighting and/or storm sewer easements as well. There also may be other public or private easements or conditions of title that effect the parcel that will be disclosed by the title commitment. If the Village reserves any easements, the vacation ordinance and plat of vacation will specifically identify such easements.

- (4) The Village Attorney will deliver to the property owner or to his or her attorney copies of the title commitment and the Village Engineer's written recommendation relative to the necessary easements or conditions that the Village will require as part of the vacation, including the estimate of cost for any relocation work relative to Private or Public Facilities or the installation of a sidewalk or a replacement driveway. Then, within 30 days of receipt of said documents, the property owner must advise the Village if he or she desires to acquire the parcel and whether he or she is willing to pay all of the required costs and fees related to the acquisition, subject to the conditions set forth in the title commitment, the Village Engineer's written recommendation, and any other additional conditions that may be required by the Village Board.
- (5) If the property owner desires to proceed with the vacation petition, upon payment of the initial deposits (including any additional funds required by this Policy), a written notice of the date, time, place and purpose of a public hearing relative to the vacation petition shall be mailed via certified mail, return receipt requested by the Village to the property owner and all taxpayers of record for property located within 250 feet of the right-of-way to be vacated at least 15 days prior to the hearing date. The Village also will post notice of the hearing in accordance with the Open Meetings Act (e.g., a notice of the hearing will be sent to the local news media and posted in the Village Hall).
- (6) At the public hearing, the property owner will have to provide evidence in support of his or her request that establishes why the vacation is in the public interest. The Village Board will close the public hearing (either on the initial hearing date or a later date if the hearing is continued) and then will vote to: (i) direct the Village Attorney to prepare a vacation ordinance (with or without a reservation of easements or other conditions) and a plat of vacation; or (ii) deny the vacation petition. In the case of a vacation petition that involves property to be incorporated into a proposed or an existing Residential Planned Development, the corporate authorities of the Village will conduct the public hearing on the vacation petition, but they

reserve the right to deny the vacation petition or to grant only preliminary approval of the vacation petition, subject to final consideration by the corporate authorities when they consider the recommendation of the Plan Commission relative to the Residential Planned Development petition after completion of the Commission's required public hearing process for such a development. Any denial or preliminary approval by the corporate authorities shall be transmitted to the Plan Commission so that it can review the Residential Planned Development petition based on such information.

- (7) If the petition is not denied, at a future Village Board meeting, the Village Board will vote on the vacation ordinance, provided that all monies required under this Policy have been paid and the necessary documents are executed by the property owner. If approved by the required super-majority vote of Trustees, a certified copy of the ordinance and plat of vacation will be filed by the Village with the Cook County Assessor's Office and then recorded with the Office of the Cook County Recorder of Deeds, provided that the property owner pays all monies due the Village under this Policy.
- (8) The Village will provide the property owner with recorded copies of the vacation ordinance and plat of vacation to complete the transaction.

Approved Revisions to Policy:
Village Board approved March 26, 2007 (Resolution No. 07-1955)
Village Board approved April 24, 2017 (Resolution No.17-2384)

Exhibit "A"

**Cost Table / Revised 2007 Price Schedule and
Table of addresses and approximate dimensions of ROW properties**

(attached)

Exhibit "B"

**Diagram of Parcels of A, B, C and D
and ROW Parcels A1, B1, C1 and D1**

(attached)

Exhibit "C"

**Diagram showing ROW vacations that the Village Board will consider
for the unimproved portion of Sunset Terrace**

(attached)

Village of Palos Park Unimproved Dedicated Streets

No.	Name	From	To	Length	Width	Area	Acres
1	86th Ave	Cal Sag Channel	Cal Sag Road	500	66	33000	0.757
2	Eldridge Ave	Cal Sag Channel	Cal Sag Road	500	66	33000	0.757
3	85th Ave	117th St	119th St	1320	66	87120	1.998
5A	84th Ave	Cal Sag Road	Cal Sag Channel	500	40	20000	0.459
6	115th Ave	Eldridge Ave	84th Ave	924	66	60984	1.399
2A	Eldridge Ave	117th St	119th St	1320	66	87120	1.998
3B	85th Ave	117th St	118th St	267	33	8811	0.202
3C	85th Ave	S. of 121st St	112nd St	271	30	8130	0.186
4	Holmes Ave	N. of 116th	Cal Sag Road	292	66	19272	0.442
4A	Holmes Ave	118th St	119th St	598	66	39468	0.905
5	Holmes Ave	Cal Sag Road	116th St	358	40	14320	0.328
8	118th St on 86th	Eldridge Ave	118th Ave	257	66	16962	0.389
8A	Holmes Ave	85th Ave	Holmes Ave	264	66	17424	0.4
8C	118th St	W. of Highwood	Highwood Ave	135	66	8910	0.204
9	117th St	W. of Highwood	Highwood Ave	135	66	8910	0.204
10	82nd Ave	Kimber Lane	S. of 118th	1157	66	76362	1.752
14	Lakewood Ave	120th St	S. of 119th	310	60	18600	0.427
15	120th St	Hobart Ave	93rd Ave	265	66	17490	0.401
15A	120th St	93rd Ave	92nd Ave	596	66	39336	0.902
15B	120th St	E. of 92nd Ave	90th Ct	454	66	29964	0.687
16	McKinley Ave	120th St	121st Ave	597	66	39402	0.904
16A	McKinley Ave	N. of 123rd	123rd St	597	66	39402	0.904
17	92nd Ave	123rd St	Hillcrest	630	33	20790	0.477
17A	92nd Ave	123rd St	N. 126th St	1624	33	53592	1.229
18	124th St	92nd Ave	W. of Elm St	133	66	8778	0.201
19	127th St	N&W Railroad	Hillside Dr	401	50	20050	0.46
19A	127th St	116th Ave	Wolf Road	278	100	27800	0.638
22	116th Ave	123rd Place	123rd to 127th	2873	40	114920	2.636
25	Algonquin Road	Pawnee Road	Iroquis	447	66	29502	0.677
26	Algonquin Road	Mohawk Road	Mohawk Road	100	66	6600	0.151
27	83rd Ave	127th St	200' N. of 127th	200	66	13200	0.303
28	124th St	83rd Ave	82nd Ave	596	66	39336	0.902
29	114th Ave	123rd Place	Ramsgate Sub	149	33	4917	0.113
30	127th St	W. of Wolf Road	Old Creek S.	518	50	25900	0.594
31	127th St	Old Creek South	W. side Old Creek	1520	100	152000	3.487

1241372 28.473



VILLAGE OF
PALOS PARK

Village Council

*Mayor John Mahoney
Village Clerk Marie Arrigoni
Commissioner James Pavlatos
Commissioner Dan Polk
Commissioner Nicole Milovich-Walters
Commissioner G. Darryl Reed*

Meeting of: November 9, 2020

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Resolution 2020-R-13 Changes/Updates to the Manual of Personnel Policies

BACKGROUND/HISTORY:

The current Personnel Manual was originally approved on March 23, 2009 by the Village Council. The manual is comprised from information received from the Intergovernmental Risk Management Agency (IRMA), the Village's risk and casualty insurance pool. The Personnel Policies were last updated in June 2013, on February 26, 2018, and January 27, 2020. The recommended revision pertains to allowing non-union employees, who earn vacation time, to carry over up to an additional 35 hours of vacation time from their 2020 vacation time bank to the next calendar year. This is a one-time allowance due to the COVID-19 pandemic and subsequent lock downs that didn't allow certain employees from taking their planned vacations. This added provision for the 2020 year only could affect, and be used by up to 11 employees

STAFF RECOMMENDATION:

Staff recommends the Village Council approve the update to the Village of Palos Park Personnel Manual.

RECOMMENDED MOTION:

I move to approve Resolution 2020-R-13, Changes/Updates to the Village of Palos Park's Manual of Personnel Policies.

RESOLUTION NO. 2020-R-13

**RESOLUTION APPROVING AND AUTHORIZING THE CHANGES TO THE VILLAGE
OF PALOS PARK MANUAL OF PERSONNEL POLICIES**

WHEREAS the Village of Palos Park (the "Village") has determined that it is in the best interest of the Village to have a Manual of Personnel Policies; and

WHEREAS, the Village updates said policies from time to time; and

WHEREAS, due to the COVID-19 pandemic and ensuing lockdowns, certain non-union employees were not able to utilize vacation time as planned during calendar year 2020;

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Palos Park, Cook County, Illinois, that changes and updates to the Village of Palos Park's Manual of Personnel Policies be approved as follows: under Section 6.620 VACATION, adding subsection (h) "Due to the COVID-19 pandemic in calendar year 2020, all non-union employees who earn vacation time, may at employees option, and approved by the Village Manager, carry over to the ensuing year, up to an additional 35 hours of vacation time (70 hours of vacation time in total). This section shall only apply to earned, but unused vacation time from calendar year 2020."

ADOPTED this 9th day of November, 2020, pursuant to a roll call vote as follows:

AYES: -

NAYS: -

ABSENT: -

APPROVED by me this 9th day of November, 2020.

John F. Mahoney
Mayor

ATTEST:

Marie Arrigoni
Village Clerk

6.540 UNEMPLOYMENT COMPENSATION

Village employees may qualify for State Unemployment Compensation after termination from Village employment depending on the reason for termination and if certain qualifications are met.

6.550 EMPLOYEE ASSISTANCE PROGRAM

This program provides stress counseling due to various life events for full-time employees. The Village recognizes that when a personal problem is making life difficult for you, it can make work difficult, too. Employee counseling can help the employee deal with personal problems before they become too difficult. The Village Employee Assistance Program is currently CuraLinc. Call toll free: 1-888-881-5462.

6.600 LEAVES OF ABSENCE AND TIME OFF

6.610 LEAVES

The Village has eight (8) different types of leave:

1. Vacation
2. Sick
3. Leave without pay
4. Jury and Witness
5. Military
6. Administrative
7. Bereavement
8. FMLA
- 9.

6.620 VACATION

- (a) Each regular full-time employee is entitled to vacation leave as follows:
1. Upon completion of one complete and continuous year of service: seventy hours of paid leave (i.e. ten working days)
 2. Upon completion of five years of complete and continuous service: 105 hours of paid leave (i.e. fifteen working days)
 3. Upon completion of fifteen years of complete and continuous service: 140 hours paid vacation (i.e. twenty working days).
- Those employees not working a full-year, as in the case of new hires will receive prorated benefits as per subsection (C) below.
- (b) Vacation time shall be credited to each full-time employee on January 1st immediately following the completion of the required number of years of service, and every January 1st thereafter.

- (c) Employees not working an entire year (i.e those in their first year of employment) shall be given prorated vacation time on January 1st and thereafter.
- (d) All new employees must satisfactorily complete their probationary period to be entitled to the use of vacation leave. Regular part-time employees will receive vacation on a pro-rata basis. Temporary employees are not eligible for any vacation benefits.
- (e) Each department is responsible for scheduling its employees' vacations without undue disruption of department operations. Vacation leave requests shall be submitted at least two weeks prior to taking vacation leave. Requests for vacations shorter than one week in duration which are submitted less than two weeks ahead of time may be approved at the Department Head's discretion.
- (f) All vacation time must be taken within one year of having been earned. If vacation time is not taken within one year of having been earned it will be lost, without compensation. However, employees are allowed to carry over up to 35 hours of accumulated vacation time from year to year. These hours cannot be used in conjunction with regular (ensuing year) vacation days or holidays to extend a vacation or holiday. Employees will be paid for unused vacation time (meaning time unused in the year) upon termination of employment.
- (g) All non-union regular employees who earn vacation time may at employee option and approved by the Village Manager convert up to one week of vacation time into their sick time accrual each year.
- (h) "Due to the COVID-19 pandemic in calendar year 2020, all non-union employees who earn vacation time, may at employee's option, and approved by the Village Manager, carry over to the ensuing year, up to an additional 35 hours of vacation time (70 hours of vacation time in total). This section shall only apply to earned, but unused vacation time from calendar year 2020." (11-9-2020)

6.625 HIPPA POLICY AND TRAINING STATEMENT

The Village of Palos Park respects the privacy of protected health information and understands the importance of keeping this information confidential and secure. This policy describes how we protect the confidentiality of the protected health information we receive. Health Insurance Portability and Accountability Act of 1996 (HIPPA) The Village of Palos Park maintains a process to ensure compliance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPPA). Since our goal is to provide the highest level of service to our employees, we want you to know how the Village of Palos Park complies with the HIPPA directives. Our HIPPA Privacy Policy contains procedures addressing the protection, use and disclosure of protected health information ("PHI"), accounting of disclosures.

(a) How We Protect Personal Information

The Palos Park Police Cadets kick off their Food Drive November 11th

We are starting early this once again this holiday season, the Palos Park Police Cadet program will be holding their Annual Holiday Food Drive. We are looking for donations of non-perishable foods such as canned goods or boxed goods. Tuesday afternoon Palos Park Public Works staff member Paul Metcalf stopped by PPPD help the police cadets gear up for their annual food drive.

The cadets will accept donations at the Palos Park Police Department located at 8999 W. 123rd Street. We will be starting donations from November 11th, 2020 through January 1st 2021. This is another way to give back to the community and help families that are in need.

All donations will go to the Palos Township Food Pantry located 10802 S. Roberts Road, Palos Hills IL 60465, which helps out families that are from towns within the Palos Township border, which include Palos Heights, Palos Hills, Palos Park, Hickory Hills, Worth, Willow Springs and parts of Orland Park.

To request a pick-up or more information please call (708)-671-3770. Please help this year's Food Drive be a successful one.

Palos Park Police Cadet Food Drive 2020- Food Drive drop off sites:

Palos Park Recreation Center 8901 W 123rd

Palos Park Library 12330 Forest Glen Blvd

Palos Park Metra Station 12200 S 82nd

Village of Palos Park Kaptur Administrative Center 8999 W 123rd

Palos Park Police "YOU ARE NOT ALONE" Program

As we head into the holiday season PPPD wants to remind residents about the "You are not alone" program which assists Palos Park Senior Citizens who may be home alone during the day or live alone.

The program is geared towards Palos Park Senior Citizens who are self-sufficient, but would welcome a Palos Park officer to check on them on a regular basis.

The premise of the "You are not alone" program is for Palos Park Police Officers to check on senior residents periodically and make sure that they are not in need of immediate medical care, that their home is secure, that their utilities are working and that they are not being victimized by scams/ruses.

Any Palos Park Senior interested in participating in the program is encouraged to call Chief Joe Miller or Officer Danielle Scaccia at 708-671-3770

We also remind Palos Park seniors "Be alert Palos Park for Ruse Burglaries"

Every year Palos Park residents become burglary victims by men and women who use ruses to either distract homeowners while inside their home or to get the homeowners outside. Primary targets are elderly owners of single-family or town homes. Past scams have included:

- telling residents a fence on a neighbor's property is being installed and they need to verify property lines
- saying there's a problem with the neighbor's water and now their water needs to be checked
- posing as a worker in the area and requesting a bucket of water
- offering to perform landscaping such as cutting down trees
- posing as a Village of Palos Park employee or employee of a utility company
- saying a water or electricity problem needs to be checked
- telling residents a family member asked them to come by to do work

Often times, the offender was talking on a two way radio or cell phone in a language other than English, most likely with an accomplice. While the homeowner is distracted the accomplice will enter the home and steal cash, jewelry, or other accessible items.

We would like to remind residents to be suspicious of strangers that arrive uninvited to your property. Ask for identification and a phone number that can be called for verification. Most importantly, never hesitate to contact the police department.

Dan Polk, Police Commissioner