



MEETING AGENDA

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

REVISED: 3/8/2024

Monday, March 11, 2024

6:30 PM

Kaptur Administrative Center

1) CALL TO ORDER

2) ROLL CALL

3) PLEDGE OF ALLEGIANCE

4) APPROVAL OF MINUTES

A. Regular Council meeting of January 22, 2024

5) RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

A. Proclamation in recognition of Gladys Peterson Guess on the occasion of her 100th birthday in the Village of Palos Park

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 ratify payment of invoices on the Warrant List dated February 26, 2024 in the amount of \$107,246.52

B. To approve payment of invoices on the Warrant List dated March 11, 2024 in the amount of \$107,576.10

C. To approve the Supplemental Warrant List dated March 11, 2024 for manual checks, payroll, and recurring wire transfers in the amount of \$380,570.61

8) OLD BUSINESS

9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS

A. To consider ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side Yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL

10) INFORMATION & UPDATES

A. Public Works and Streets, Recreation Report

1. To approve the proposal from Comfort Zone in the amount of \$7,758.00 to provide the yearly maintenance on the Village owned HVAC Systems

B. Building and Public Property Report

1. Building Department Report
2. To approve Ordinance 2024-06 an Ordinance Approving and Accepting the Publication of a Revised Official Zoning Map for the Village of Palos Park, Illinois - the Ordinance states the Village is required to publish the municipality's zoning map annually prior to April 1st of each Year. An updated map is being approved to include updated Planned Unit Development information in the legend of the map
3. To approve the reduction of the required application fee associated with the proposed Special Use amendment regarding The Center property located at 12700 Southwest Highway to the minimum required amount of \$300.00

C. Public Health and Safety Report

1. Police Activity Report

D. Accounts and Finances Report

E. Mayor's Report

1. To adopt Resolution 2024-R-02 entitled "A Resolution Protecting the 1% Grocery Tax". The Ordinance states that the Village of Palos Park urges the Illinois General Assembly and Governor JB Pritzker to protect the 1% sales tax on groceries as it is an important revenue source for municipalities

F. Clerk's Report

G. Manager's Report

1. To approve the contract with Big Ten Events of Carol Stream, IL, in the amount of \$19,860.50 to provide tents, flooring, lights and staging at the Village's 2024 Autumn In The Park Festival

11) ANNOUNCEMENTS

12) CITIZENS AND VISITORS COMMENT PERIOD

13) ADJOURNMENT OF REGULAR MEETING

**MINUTES OF THE BOARD OF COMMISSIONERS'
REGULAR MEETING
HELD ON FEBRUARY 12, 2024**

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, February 12, 2024. Mayor Milovich-Walters called the meeting to order at 6:30 p.m. Answering roll call were Commissioners Wade, Polk and Mayor Milovich-Walters. Commissioners Petan and Reed were absent this evening.

Also in attendance were Rick Boehm, Village Manager; Howard Jablecki, Village Attorney; Allen Altic, Finance Director; Mark Herman, Community Development Director; Mike Sibrava, Public Works Director; Joe Miller, Police Chief; Stephen DeFalco, Recreation Director; Kathie May, Community Development Coordinator, and Lisa Boyle, Deputy Village Clerk.

APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON JANUARY 22, 2024:

Commissioner Wade moved, seconded by Commissioner Polk, to approve the minutes of the Regular Council Meeting held on January 22, 2024, as presented.

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

Mayor Milovich-Walters recognized committee members of the Beautification Committee, Garden Guild I and Tree Body and invited those in attendance to join her to announce the winner of the official Village flower. The Purple Coneflower was unveiled with the help of Arlene Adams and Carol Anderson. A Resolution was passed to adopt the Purple Coneflower as the official flower of the Village of Palos Park.

Commissioner Wade moved, seconded by Commissioner Polk, to pass Resolution 2024-R-01 adopting the Purple Cone Flower as the Official Flower of the Village of Palos Park.

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

PEGGY A. MONTES UNSUNG HEROINE AWARD: Mayor Milovich-Walters was honored to present this year's 17th District Award Winner of the Peggy A. Montes Unsung Heroine Award to Palos Park's own, Arlene Adams. Arlene is an active member of our community serving as a Garden Guild I member for over 30 years. Arlene is an active member of the Palos Park Woman's Club and works with local organizations such as the Crisis Center. She is involved in the Village Players and Palos Fine Arts Association. On behalf of Commissioner Sean Morrison's office and the entire Village of Palos Park, Mayor Milovich-Walters congratulated Arlene Adams for receiving the 2024 17th District Peggy A. Montes Unsung Heroine Award. Arlene Adams said a few words of heartfelt thanks followed by a round of applause.

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 Wade moved, seconded by Commissioner Polk to:

- A. To approve the Warrant List for February 12, 2024 to include the \$705.18 payment to PATSE Bus Service for 73 rides provided to Palos Park residents
- B. To acknowledge the Chicago Southland Convention and Visitors Bureau as our Convention and Visitors Bureau of record for the marketing and promotion of the tourism industry
- C. To approve payment of invoices on the Warrant List dated February 12, 2024 in the amount of \$163,851.63
- D. To approve the Supplemental Warrant List dated February 12, 2024 for manual checks, payroll, and recurring wire transfers in the amount of \$537,181.76

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

OLD BUSINESS: None

BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS:

ZBA ITEM 2023-02: Commissioner Wade presented for the Council's consideration ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side Yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL. It was determined that the matter be continued to the Council Meeting on March 11, 2024 as the full council was not present this evening.

Commissioner Wade moved, seconded by Commissioner Polk to continue ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL to the March 11, 2024 Council Meeting.

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

INFORMATION & UPDATES:

COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, REBECCA PETAN:

SCADA SERVER AND PANEL PC: Commissioner Petan was absent this evening. Mayor Milovich-Walters presented the proposal from Concentric Integration to replace the server and panel PC at the pump station. The server is old and no longer eligible for Dell's hardware warranty. The panel PC is reaching the end of its service life and running an older operating system. Public works put \$40,000.00 in this year's Water Fund budget to replace the outdated equipment and software. Concentric Integration oversees the SCADA System and provided a quote to complete the work for \$26,950.00.

Commissioner Wade moved, seconded by Commissioner Polk, to waive the formal bidding process and approve the proposal from Concentric Integration in the amount of \$26,950.00 to upgrade the SCADA server and panel PC.

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

AIRY'S PROPOSAL FOR PUMP REPLACEMENT: Commissioner Petan was absent this evening. Mayor Milovich-Walters presented the proposal from Airy's for an emergency repair to the 1000 GPM (gallons per minute) pump at the pump station. The 1000 GPM pump began to shake and make excessive noise in November of 2023. The total cost of the repair is \$14,211.61. A new pump would cost more than \$35,000.00, and the Village is holding off on making any major improvements to the station until the nature of the development and usage out west can be determined.

Commissioner Wade moved, seconded by Commissioner Polk, to approve the proposal from Airy's in the amount of \$14,211.61 to complete the repair of one of the 1000 GPM pumps at the pump station.

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

AYES: -3- Commissioners Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

COMMISSIONER OF BUILDING & PUBLIC PROPERTY, MIKE WADE:

PERMITS: Commissioner Wade reminded residents that per the Village Code, all work being done within the Village of Palos Park requires a permit. Permits are good for one (1) year from date of issue. All contractors need to be registered and inspections require 24-hour notice.

BUILDING DEPARTMENT REPORT: Commissioner Wade reported that the Building Department processed ten (10) permits from January 16, 2024 to February 7, 2024 resulting in \$5,352.50 in permit fees. Twelve (12) inspections were completed during this time. The fiscal year to date totals \$132,262.07.

COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:

POLICE ACTIVITY REPORT: Commissioner Polk reported the Police Department received 1955 calls for service/CAD Events from January 29, 2024 through February 11, 2024. Palos Park Police also issued 21 citizen assists calls, 13 case reports, 5 accident reports, 0 adult arrest, 0 juvenile arrests, 0 police impounds, 106 traffic stops, 22 moving violations, 18 adjudication tickets, and 71 speeding tickets.

ORDINANCE 2024-05 IGA DEBT RECOVERY PROGRAM: Commissioner Polk presented Ordinance 2024-05 “An Ordinance Approving and Authorizing the Execution of an Intergovernmental Agreement by and Between The Illinois Office of the Comptroller’s Local Debt Recovery Program”. This ordinance allows the Village to access the Illinois Office of the Comptroller Offset System for collections of debts owed.

Commissioner Polk moved, seconded by Commissioner Wade to approve Ordinance 2024-05 “An Ordinance Approving and Authorizing the Execution of an Intergovernmental Agreement by and Between The Illinois Office of the Comptroller’s Local Debt Recovery Program”.

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

AYES: -3- Commissioners Polk, Wade and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

FRONTLINE E-REPORT SYSTEM: Commissioner Polk advised residents to use the Frontline Public Safety Solutions cloud based E Report System. This will allow community members to have the ability to request vacation watches, house checks, and overnight parking by completing a request online. The portal can be found on the Village website. There is no cost to our community members for this service.

GIFT CARD SCAMS: Commissioner Polk advised residents to be on the lookout for e-mails requesting the purchase of Amazon gift cards. They can pose as someone you know but in fact are scammers. Look for any suspicious wording or misspellings and confirm that the email it is in fact from that person.

UNCLAIMED PROPERTY SCAM: Commissioner Polk warned residents to be careful regarding “Third Party Service Providers” such as an unclaimed property locator. They will try to get your personal information that can lead to identity theft or fraud to try to steal your assets. Commissioner Polk advised not to engage in anyone promising to reunite you with a considerable sum of money or some other asset. If it seems too good to be true it is probably too good to be true.

COMMISSIONER OF ACCOUNTS AND FINANCES, G. DARRYL REED:

Commissioner Reed was absent and had no formal report this evening.

MAYOR’S REPORT: Mayor Milovich-Walters had no formal report this evening.

CLERK’S REPORT: Clerk Arrigoni was absent this evening. Deputy Village Clerk, Lisa Boyle, had no formal report this evening.

MANAGER’S REPORT: Manager Boehm had no formal report this evening.

CITIZENS AND VISITORS COMMENT PERIOD: None

ADJOURNMENT OF REGULAR COUNCIL MEETING: There being no further business, Commissioner Wade moved, seconded by Commissioner Petan, to adjourn the meeting at 7:01 p.m.

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

AYES: -3- Commissioners Polk, Wade and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -2- Commissioners Petan and Reed

Respectfully submitted,

Lisa M. Boyle, Deputy Village Clerk



VILLAGE OF
PALOS PARK

NICOLE MILOVICH-WALTERS
Mayor

MARIE ARRIGONI
Village Clerk

G. DARRYL REED
Accounts & Finances

DAN POLK
Public Health & Safety

MIKE WADE
Building & Public Property

REBECCA PETAN
Public Works & Streets, Recreation

RICHARD B. BOEHM
Village Manager

Proclamation

IN RECOGNITION OF GLADYS PETERSON GEUSS ON THE OCCASION OF HER 100TH BIRTHDAY IN THE VILLAGE OF PALOS PARK

WHEREAS, Gladys Elaine Peterson was born February 28, 1924, in the city of Chicago to parents who were first-generation Swedish American immigrants; and,

WHEREAS, Gladys married her high school sweetheart, Lt. John J. Geuss, a United States Marine Corps pilot in 1943; the couple had two daughters and moved to Palos Park in 1957; and,

WHEREAS, Gladys became involved in the community and her daughters' activities and volunteered and served:

- As co-leader of Girl Scout Troop 331.
- As a member of the Palos Park Woman's Club working on the club's annual Fall luncheon and housewalks.
- Working on weekly summer Farmers Market fundraising projects.
- As an election judge for the community for many years.

WHEREAS, in 1986, Gladys and her husband built their forever home on Hillcreek Drive, a place where they could age in place, garden, and commune with nature. Gladys still resides in the home to this day. She enjoys watching the birds, deer, and other wildlife and is always on the lookout for signs of new life in her yard.

THEREFORE, I, Nicole Milovich-Walters, Mayor of the Village of Palos Park, hereby recognize Gladys Peterson Geuss, a long-time resident on the occasion of her 100th birthday and proclaim February 28, 2024 as Gladys Peterson Geuss Day in the Village of Palos Park, Cook County, Illinois.

PROCLAIMED THIS 28TH DAY OF FEBRUARY 2024

Nicole Milovich-Walters, Mayor

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR FEBRUARY 26, 2024**

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 02/26/2024 - 02/26/2024
POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 00					
01-00-9999	MUST CHANGE DESCRIPTION DU QUILL CORPORATION			0.00	187185
01-00-9999	MUST CHANGE DESCRIPTION DU SHARK SHREDDING, INC			0.00	187188
			Total Department 00	0.00	
Department: 20 ADMINISTRATION DEPARTMENT					
01-20-6570	RECORDING FEES FOR 2 PLATS COOK COUNTY CLERK			348.00	187154
01-20-6580	FOLIO/INTERNET CODE SUPPLI AMERICAN LEGAL PUBLISHING		CODIFY ORDS	15.60	187138
01-20-7020	LETTERHEAD STATIONERY		B ALLAN GRAPHICS	215.00	187142
01-20-7200	T-1 LINE 2/15-3/14/24		PEERLESS NETWORK, INC	362.46	187184
01-20-7200	ISDN LINE 2/15-3/14/24		PEERLESS NETWORK, INC	608.28	187184
01-20-7210	ADMINISTRATION CELL PHONE		VERIZON WIRELESS	78.32	187199
			Total Department 20 ADMINISTRATION DEPARTMENT	1,627.66	
Department: 21 PUBLIC AFFAIRS DEPARTMENT					
01-21-6990	PATSE BUS SERVICE FOR RESI PATSE BUS SERVICE			705.18	187183
01-21-7990	MAYOR AND COMMISSIONER CEL VERIZON WIRELESS			252.07	187199
			Total Department 21 PUBLIC AFFAIRS DEPARTMENT	957.25	
Department: 22 POLICE DEPARTMENT					
01-22-6540	JAN AND FEB 2024 ADJ COURT NICHOLAS W KARAS			2,275.00	187179
01-22-6540	JUDGE SERVICES FOR FEBRUAR TOSCAS LAW GROUP			450.00	187196
01-22-6700	2 OXYGEN SENSORS #259		CHICAGO PARTS & SOUND, LLC	232.50	187144
01-22-6700	CAR WASHES		FULLER'S CAR WASH	226.00	187164
01-22-6700	3 MINI BULBS VEH 262, 263, CHICAGO PARTS & SOUND, LLC		SQD WASHES/ACCT #164	9.87	187144
01-22-6700	SWITCH DR LK & SI WDO VEH		CHICAGO PARTS & SOUND, LLC	166.85	187144
01-22-6700	24 MOTOR OILS POLICE STOCK		CHICAGO PARTS & SOUND, LLC	179.52	187144
01-22-6700	261 WINDOW ISSUE & REPLACE		CHICAGOLAND DIESEL SERVICE	983.84	187145
01-22-6700	STUD 259		JOE RIZZA	4.74	187170
01-22-6700	CONVERTER, GASKET, NUT 259		JOE RIZZA	1,148.51	187170
01-22-6810	SUPERVISION OF POLICE PERS		NORTHWESTERN UNIVERSITY	1,100.00	187181
01-22-6810	SUPERVISION OF POLICE PERS		NORTHWESTERN UNIVERSITY	1,100.00	187181
01-22-6810	2024 ILACP ANNUAL CONFEREN		ILLINOIS ASSOCIATION OF CH	229.00	187169
01-22-6810	2024 ANNUAL RENEWAL DUES		SOUTH SUBURBAN ASSOCIATION	75.00	187190
01-22-6810	FBI-LEEDA 2024 ANNUAL DUES		FBI-LEEDA	50.00	187163
01-22-6990	JAN 2024 / 4 REAL TIME PHO ACCURINT			32.00	187132
01-22-6990	ANNUAL FEE CAPERS		TRUE NORTH CONSULTANTS	5,250.00	187197
01-22-6990	MONTHLY SHREDDING SERVICE		SHARK SHREDDING, INC	46.20	187188
01-22-7010	CLOROX WIPES		QUILL CORPORATION	44.95	187185
01-22-7010	BUSINESS CARD HOLDER		QUILL CORPORATION	1.79	187185
01-22-7010	CORK BOARD / PLASTIC POCKE		QUILL CORPORATION	51.28	187185
01-22-7010	RECIPT PAPER FOR CREDIT C		AMAZON CAPITAL SERVICES	36.98	187137
01-22-7010	2 PACKS OF AA BATTERIES		AMAZON CAPITAL SERVICES	37.96	187137
01-22-7020	3000 VERBAL STOP CARDS		KEVRON PRINTING & MAILING	172.63	187172
01-22-7110	MED KIT RIG SERIES EAGLE I		STREICHER'S	183.99	187193
01-22-7200	T-1 LINE 2/15-3/14/24		PEERLESS NETWORK, INC	283.17	187184
01-22-7210	POLICE DEPT. CELL PHONE		VERIZON WIRELESS	319.58	187199
01-22-7300	10 WINTER HATS AND 20 BASE		THE EAGLE UNIFORM CO., INC.	314.00	187195
01-22-7920	3 OFFICER MENTAL HEALTH SC		V&R BEHAVIORAL HEALTH SERV	300.00	187198
01-22-7920	STING RELIEF WIPES-FIRST A		QUILL CORPORATION	3.79	187185
			Total Department 22 POLICE DEPARTMENT	15,309.15	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 02/26/2024 - 02/26/2024

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
01-24-6420	123RD & SW HWY LIGHTING 12	COM ED		1,416.57	187152
01-24-6700	DETAILING SUPPLIES FOR TRU ADVANCE AUTO PARTS			60.18	187133
01-24-6700	#1, REAR TAILLIGHT REPLACE SUBURBAN TRUCK PARTS			309.99	187194
01-24-6700	#2, HYDRAULIC SWITCH FOR S MONROE TRUCK EQUIPMENT, IN			118.43	187178
01-24-6700	#69 SPREADER REAR LIGHT MONROE TRUCK EQUIPMENT, IN			82.10	187178
01-24-6700	#55 REPLACEMENT BATTERIES CHICAGO PARTS & SOUND, LLC			323.44	187144
01-24-6700	#31 BAD RELAY REPLACEMENT RIZZA			22.50	187186
01-24-6700	#42 DEF PUMP & SENSOR REPA CHICAGOLAND DIESEL SERVICE			1,906.66	187145
01-24-6700	#42 DEF RESERVOIR JOE RIZZA			363.75	187170
01-24-6708	#26 BACKHOE BATTERY BOX & ALTORFER INDUSTRIES, INC			2,316.47	187136
01-24-6708	#25 TRACTOR REPAIR PARTS CHRISMAN FARM CENTER LLC			33.72	187148
01-24-6708	#23 MINI EXCAVATOR BATTERY G & H IMPORT AUTO PARTS IN			163.09	187165
01-24-6708	#23 MINI EXCAVATOR REPAIR ALTORFER INDUSTRIES, INC			80.14	187136
01-24-6708	#23 MINI EXCAVATOR REPAIR ALTORFER INDUSTRIES, INC			54.85	187136
01-24-6731	TFLT 12900 S LAGRANGE RD/1 COM ED		SANDBURG HS ENTRANCE	13.87	187153
01-24-6731	TRAFFIC LIGHT MAINTENANCE/ COOK COUNTY TREASURER			452.50	187155
01-24-6786	TREE RIGHT AWAY REMOVAL LOBOS TREE & LANDSCAPING S			1,630.00	187173
01-24-6990	MATS & SHOP TOWELS CINTAS		VOPP WORK SHIRTS/CAPS-PW	112.59	187149
01-24-6990	OTHER CONTRACTUAL SERVICES CINTAS		VOPP WORK SHIRTS/CAPS-PW	15.10	187149
01-24-6990	SHOP TOWELS CINTAS		VOPP WORK SHIRTS/CAPS-PW	15.10	187149
01-24-7200	T-1 LINE 2/15-3/14/24 PEERLESS NETWORK, INC			135.92	187184
01-24-7210	PUBLIC WORKS CELL PHONE VERIZON WIRELESS			381.01	187199
01-24-7300	PPE, SAFTEY ORANGE T-SHIRT AWP CUSTOM UNIFORMS CINTAS		VOPP WORK SHIRTS/CAPS-PW	35.00	187141
01-24-7300	UNIFORMS CINTAS		VOPP WORK SHIRTS/CAPS-PW	119.83	187149
01-24-7300	UNIFORMS CINTAS		VOPP WORK SHIRTS/CAPS-PW	119.83	187149
01-24-7300	PPE JERSEY GLOVES 1ST AYD CORPORATION		SAFETY VESTS,GLOVES,GLASSES	62.00	187131
01-24-7300	UNIFORMS CINTAS		VOPP WORK SHIRTS/CAPS-PW	119.83	187149
			Total Department 24 PUBLIC WORKS DEPARTMENT	10,464.47	
Department: 25 BUILDING DEPARTMENT					
01-25-6625	CODE UPDATES CAMIROS, LTD			2,345.00	187143
01-25-7200	T-1 LINE 2/15-3/14/24 PEERLESS NETWORK, INC			90.62	187184
01-25-7210	BUILDING DEPT. CELL PHONE VERIZON WIRELESS			83.15	187199
			Total Department 25 BUILDING DEPARTMENT	2,518.77	
Department: 26 RECREATION DEPARTMENT					
01-26-6991	MUSIC TOGETHER - 142.15 LORI FOSTER			1,550.00	187174
01-26-6991	MUSIC TOGETHER - SIBLING R LORI FOSTER			65.00	187174
01-26-7060	PARKING IPRA CONFERENCE STEPHEN DEFALCO			46.43	187192
01-26-7200	T-1 LINE 2/15-3/14/24 PEERLESS NETWORK, INC			45.31	187184
01-26-7200	RECREATION 2/15-3/14/24 PEERLESS NETWORK, INC			71.02	187184
01-26-7210	RECREATION DEPT. CELL PHON VERIZON WIRELESS			42.31	187199
01-26-7210	PHONE - OCT 23 - FEB 24 STEPHEN DEFALCO			250.00	187192
			Total Department 26 RECREATION DEPARTMENT	2,070.07	
Department: 27 PUBLIC GROUNDS					
01-27-6711	PAINTING SUPPLIES PALOS ACE HARDWARE			153.58	187182
01-27-6712	RECREATION GENERATOR REPAI ALTERNATIVE ENERGY SOLUTIO			485.32	187135
			Total Department 27 PUBLIC GROUNDS	638.90	
Department: 29 FINANCE DEPARTMENT					

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 02/26/2024 - 02/26/2024
POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 29 FINANCE DEPARTMENT					
01-29-6565	DEBT FILING REQUIREMENTS	SPEER FINANCIAL, INC		150.00	187191
01-29-7200	T-1 LINE 2/15-3/14/24	PEERLESS NETWORK, INC		45.31	187184
01-29-7210	FINANCE DEPT. IPAD	VERIZON WIRELESS		34.68	187199
			Total Department 29 FINANCE DEPARTMENT	229.99	
Department: 30 SLUITS PROPERTY					
01-30-6410	RENTAL HOUSE GAS SERVICE	NICOR GAS		396.29	187180
			Total Department 30 SLUITS PROPERTY	396.29	
Department: 32 PALOS PARK FESTIVALS					
01-32-6080	COOKING DEMONSTRATION - CH DOUGLAS SEGAL			125.00	187159
01-32-7001	CHILI COOK-OFF SUPPLIES	CITI CARDS		108.39	187151
01-32-7001	CHILI COOK-OFF SUPPLIES	CITI CARDS		30.39	187151
01-32-7001	CHILI COOK-OFF SUPPLIES	CITI CARDS		36.84	187151
01-32-7001	TROPHYS FOR CHILI COOK-OFF CROWN TROPHY			102.35	187157
01-32-7001	CASI FEES & SUPPLIES	CHILLINI POD		130.00	187146
01-32-7001	CHILI COOKOFF SUPPLIES	STEPHEN DEFALCO		59.41	187192
01-32-7001	PEOPLE'S CHOICE WINNER - C DEBRA HUNT			75.00	187158
			Total Department 32 PALOS PARK FESTIVALS	667.38	
Department: 82 CAPITAL-POLICE					
01-82-8030	273 FULL INSTAL NEW CAR EM MIDWEST 911, INC			6,242.90	187177
			Total Department 82 CAPITAL-POLICE	6,242.90	
Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER					
01-91-6711	VILLAGE HALL LOBBY ATTIC P MENARDS			16.48	187176
01-91-6711	CINTAS MEDICINE CABINET RE CINTAS			215.61	187150
			Total Department 91 BUILDING MAINTENANCE - KAPTUR CENTER	232.09	
Department: 92 BUILDING MAINTENANCE - RECREATION CENTER					
01-92-6710	STATEMENT 2-6-24 - MATS R ROSCOE			40.80	187187
01-92-6710	RECREATION BUILDING CLEANI ANNA CYGANSKA			180.00	187140
01-92-6710	BUILDING MATS STMT 2-20-24 ROSCOE			42.48	187187
01-92-6711	REC 1ST FLOOR WASHROOM/GYM SHERWIN-WILLIAMS			195.96	187189
01-92-6711	REC STAGE OUTLET REPLACEMENT MENARDS			19.78	187176
01-92-6711	REC REPLACEMENT OUTLET, EX MENARDS			66.52	187176
01-92-6780	CHRISTMAS TREE LIGHTS ON/O LOBOS TREE & LANDSCAPING S			1,700.00	187173
			Total Department 92 BUILDING MAINTENANCE - RECREATION CENTER	2,245.54	
Department: 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG					
01-93-6711	PW WELL WATER SOFTENER PEL MENARDS			71.84	187176
01-93-6711	BUILDING MAINTENANCE SUPPL 1ST AYD CORPORATION			635.95	187131
01-93-6780	TARPS FOR ROCK SALT PILES/ MENARDS			221.97	187176
			Total Department 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG	929.76	
Department: 97 PROPERTY MAINTENANCE - VILLAGE GREEN					
01-97-6990	PORT-A-POTTY - VILLAGE GRE LRS,LLC			126.20	187175
			Total Department 97 PROPERTY MAINTENANCE - VILLAGE GREEN	126.20	
			Total Fund 01 GENERAL FUND	44,656.42	

Fund: 23 1/2% SALES TAX FUND

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 02/26/2024 - 02/26/2024

POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 23 1/2% SALES TAX FUND					
Department: 28 CAPITAL EXPENDITURE DEPARTMENT					
23-28-8020	LANDSCAPE MATERIAL	MENARDS		14.59	187176
Total] Department 28 CAPITAL EXPENDITURE DEPARTMENT				14.59	
Fund: 24 MFT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
24-24-7700	COLD PATCH FOR POTHOLES	GALLAGHER MATERIALS, INC.		652.68	187166
Total] Department 24 PUBLIC WORKS DEPARTMENT				652.68	
Total] Fund 24 MFT FUND				652.68	
Fund: 51 SEWER FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
51-24-6400	12355 WOLF ROAD/ 12-18 TO	DYNEGY ENERGY SERVICES		25.04	187161
51-24-6400	40 RAMSGATE/ 12-18 TO 1-19	DYNEGY ENERGY SERVICES		432.45	187161
51-24-6400	68 OLD CREEK RD/ 12-18 TO	DYNEGY ENERGY SERVICES		108.91	187161
51-24-6400	12701 KINVARRA DRIVE/ 12-1	DYNEGY ENERGY SERVICES		269.92	187161
51-24-6400	8812 120TH PLACE/ 12-18 TO	DYNEGY ENERGY SERVICES		74.32	187161
51-24-6400	12410 91ST AVE/ 12-18 TO 1	DYNEGY ENERGY SERVICES		140.26	187161
51-24-6400	8201 RT. 83/ 12-18 TO 1-19	DYNEGY ENERGY SERVICES		366.55	187161
51-24-6400	9 PARTRIDGE LANE/ 12-18 TO	DYNEGY ENERGY SERVICES		164.24	187161
51-24-6400	9301 W 123RD ST / 12-18 TO	DYNEGY ENERGY SERVICES		48.05	187161
51-24-6400	24-1/2 ROMIGA/ 12-18 TO 1-	DYNEGY ENERGY SERVICES		128.85	187161
51-24-6400	12222 WILL COOK RD/ 12-22	DYNEGY ENERGY SERVICES		457.22	187161
51-24-6400	135 FOREST EDGE/ 12-27 TO	DYNEGY ENERGY SERVICES		159.01	187161
51-24-6410	12410 S. 91ST/ 1-2 TO 1-31	NICOR GAS		45.73	187180
51-24-6410	12222 S WILL COOK RD/ 1-3	NICOR GAS		145.32	187180
51-24-6410	133 FOREST EDGE DR/ 1-3 TO	NICOR GAS		45.03	187180
51-24-6410	40 RAMSGATE DR/ 1-3 TO 2-1	NICOR GAS		45.77	187180
51-24-6720	OLD CREEK LIFT STATION PUM	AIRY'S INC.		737.71	187134
51-24-6720	KIMBER TRAILS PUMP CLOGGED	AIRY'S INC.		1,032.69	187134
51-24-6740	JET 123RD STREET SEWER COG	AIRY'S INC.		2,730.70	187134
51-24-6740	VACTORING TIMBERLANE MANHO	AIRY'S INC.		2,210.00	187134
51-24-6990	TELEVISION SANITARY SEWERS	DUKE'S ROOT CONTROL INC		34,894.95	187160
51-24-7200	T-1 LINE 2/15-3/14/24	PEERLESS NETWORK, INC		45.31	187184
51-24-7210	SEWER DEPT. CELL PHONE	VERIZON WIRELESS		157.34	187199
51-24-7300	UNIFORMS	CINTAS		41.50	187149
51-24-7300	UNIFORMS	CINTAS		41.50	187149
51-24-7300	UNIFORMS	CINTAS		41.50	187149
Total] Department 24 PUBLIC WORKS DEPARTMENT				44,589.87	
Total] Fund 51 SEWER FUND				44,589.87	
Fund: 52 WATER FUND					
Department: 00					
52-00-2111	REFUND FOR OVERPAYMENT ON	JOHN REIDY		164.64	187171
Total] Department 00				164.64	
UB REFUND FOR ACCOUNT: 0112010050-01				164.64	
Total] Department 00				164.64	
Department: 24 PUBLIC WORKS DEPARTMENT					
52-24-6400	10101 125TH STREET/ 12-18	DYNEGY ENERGY SERVICES		1,263.04	187161
52-24-6400	12101 SW HWY/ 12-18 TO 1-1	DYNEGY ENERGY SERVICES		2,845.20	187161

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 02/26/2024 - 02/26/2024

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 52 WATER FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
52-24-6400	9540 123RD STREET/ 12-18 T	DYNEGY ENERGY SERVICES		268.02	187161
52-24-6410	121ST ST./1E SW HWY/ 12-29	NICOR GAS		309.16	187180
52-24-6410	10057 W. 125TH STREET/1-4	NICOR GAS	10057 W 125TH ST.	147.95	187180
52-24-6620	LAB TESTING FEES	ETP LABS INC	COLIFORM SAMPLES	120.00	187162
52-24-6711	FIX AND GREASE LOCKS AT PU	GOLDY LOCKS, INC		690.00	187167
52-24-6750	SPRINKLER REPAIR FROM WATE	CHRIS JANES		150.00	187147
52-24-6750	OLD PRAGUE WATER MAIN REPA	AIRY'S INC.		7,975.71	187134
52-24-6750	REPAIR CLAMPS	CORE & MAIN LP		460.32	187156
52-24-6810	AWWA MEMBERSHIP FEE - MS	AMERICAN WATER WORKS ASSOC		394.00	187139
52-24-7020	UTILITY BILL INVOICES ORDE	HARRIS COMPUTER SYSTEMS	UB FORMS	315.37	187168
52-24-7020	B ALLAN GRAPHICS/ 5000 UB	B ALLAN GRAPHICS		1,000.00	187142
52-24-7200	708-923-6021 2/15-3/14/24	PEERLESS NETWORK, INC		213.13	187184
52-24-7200	T-1 LINE 2/15-3/14/24	PEERLESS NETWORK, INC		124.60	187184
52-24-7210	WATER DEPT. CELL PHONE	VERIZON WIRELESS		157.34	187199
52-24-7210	DAN FOSTER/ SENSUS	VERIZON WIRELESS		94.02	187200
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	41.50	187149
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	41.50	187149
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	41.50	187149
Total Department 24 PUBLIC WORKS DEPARTMENT				16,652.36	
Total Fund 52 WATER FUND				16,817.00	
Fund: 53 COMMUTER LOT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
53-24-6400	METRA COMED SERVICE	COM ED		280.07	187153
53-24-6410	METRA - NICOR SERVICE	NICOR GAS		235.89	187180
Total Department 24 PUBLIC WORKS DEPARTMENT				515.96	
Total Fund 53 COMMUTER LOT FUND				515.96	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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--- TOTALS BY FUND ---

01	GENERAL FUND			44,656.42	
23	1/2% SALES TAX FUND			14.59	
24	MFT FUND			652.68	
51	SEWER FUND			44,589.87	
52	WATER FUND			16,817.00	
53	COMMUTER LOT FUND			515.96	
Total For All Funds:				<u>107,246.52</u>	

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT**

FOR MARCH 11, 2024

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 00					
01-00-0200	LIFE INSURANCE	DEARBORN NATIONAL LIFE		305.12	187222
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		100.97	187244
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		42.27	187244
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		226.27	187244
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		42.90	187244
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		74.05	187244
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		1,674.59	187210
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		3,299.01	187210
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		832.63	187210
01-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		1,221.96	187210
01-00-0504	VISION MARCH LIABILITY	VSP OF ILLINOIS, NFP		318.33	187264
01-00-0504	COBRA VISION MARCH LIABILITY	VSP OF ILLINOIS, NFP		11.54	187264
01-00-1801	HEALTH INSURANCE REIMBURSE	BLUE CROSS/BLUE SHIELD OF		1,424.52	187210
			Total Department 00	9,574.16	
Department: 20 ADMINISTRATION DEPARTMENT					
01-20-5310	EMPLOYER DENTAL MAR2024	METROPOLITAN LIFE INSURANC		234.86	187244
01-20-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		3,978.64	187210
01-20-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		34.01	187222
01-20-5340	EMPLOYEE ASSISTANCE APR-JU	CURALINC, LLC		32.41	187221
01-20-6011	ADMINISTRATION MNS	PROVEN IT		1,210.50	187250
01-20-6011	ADMIN LIC	PROVEN IT		146.36	187250
01-20-6540	LEGAL FEES JAN2024	KLEIN, THORPE, AND JENKINS		2,210.00	187236
01-20-6990	ASCAP ANNUAL LICENSE FEE	ASCAP		434.00	187205
01-20-6990	RICK BOEHM PRINTER HP	LEAF		139.57	187238
01-20-6990	LISA BUJAK PRINTER HP	LEAF		139.57	187238
01-20-6990	MAIN ADMIN COPIER-TOSHIBA	LEAF		139.57	187238
01-20-6990	ADDITIONALPRINTER	LEAF		139.57	187238
01-20-7035	CHICAGO TRIBUNE 2/17/24-5/	CHICAGO TRIBUNE		430.99	187213
01-20-7200	ADMINISTRATION	URBANCOM NET FIBER OPERATI		189.00	187260
01-20-7210	PHONE EXPENSE MARCH - APRI	LISA BOYLE		100.00	187239
01-20-7500	SPEAKERS IN LOBBY	SOUND INCORPORATED		1,906.00	187255
			Total Department 20 ADMINISTRATION DEPARTMENT	11,465.05	
Department: 21 PUBLIC AFFAIRS DEPARTMENT					
01-21-6810	PALOS CHAMBER OF COMM. 202	PALOS AREA CHAMBER OF COMM		90.00	187249
			Total Department 21 PUBLIC AFFAIRS DEPARTMENT	90.00	
Department: 22 POLICE DEPARTMENT					
01-22-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		905.16	187244
01-22-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		14,177.29	187210
01-22-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		227.75	187222
01-22-5340	EMPLOYEE ASSISTANCE AP-JUN	CURALINC, LLC		99.59	187221
01-22-6011	POLICE MNS	PROVEN IT		2,152.96	187250
01-22-6011	POLICE LIC	PROVEN IT		146.36	187250
01-22-6540	JUDGE SERVICES FOR FEBRUAR	TOSCAS LAW GROUP		450.00	187259
01-22-6540	LEGAL FEES JAN2024	KLEIN, THORPE, AND JENKINS		1,110.00	187236
01-22-6700	2 OIL FILTERS AND 6 OILS P	CHICAGO PARTS & SOUND, LLC		54.86	187212
01-22-6700	2 PLUG OIL AND 2 BELT SERP	BETTENHAUSEN		110.12	187208
01-22-6990	PATROL ROOM	LEAF		31.89	187237

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 22 POLICE DEPARTMENT					
01-22-6990	POLICE MAIN COPIER TOSHIBA LEAF			139.57	187238
01-22-6990	CHIEF PRINTER HP			139.57	187238
01-22-6990	HUGHES PRINTER HP			139.57	187238
01-22-6990	ROL CALL PRINTER HP			139.57	187238
01-22-6990	KOTSIANNIS PRINTER HP			139.57	187238
01-22-6990	INVESTIGATIONS PRINTER HP			50.99	187252
01-22-7010	CORK BOARD	QUILL CORPORATION		29.99	187252
01-22-7010	CLOSED INKED STAMP FOR INV	QUILL CORPORATION		103.48	187252
01-22-7010	FORKS AND COPY PAPER	QUILL CORPORATION		172.63	187235
01-22-7020	3000 VERBAL STOP CARDS	KEVRON PRINTING & MAILING		189.00	187260
01-22-7200	POLICE	URBANCOM NET FIBER OPERATI		68.36	187226
01-22-7300	RADIO CASE AND HANDCUFF KE GALLS, LLC				
Total] Department 22 POLICE DEPARTMENT				20,917.85	
Department: 24 PUBLIC WORKS DEPARTMENT					
01-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		171.62	187244
01-24-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		3,806.48	187210
01-24-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		62.54	187222
01-24-5340	EMPLOYEE ASSISTANCE APR-JU	CURALINC, LLC		25.48	187221
01-24-6011	PUBLIC WORKS MNS	PROVEN IT		874.64	187250
01-24-6011	PUBLIC WORKS LIC	PROVEN IT		146.36	187250
01-24-6700	#42 HYDRAULIC FITTING REPA	SUBURBAN TRUCK PARTS		71.69	187257
01-24-6708	#25 TRACTOR REPAIR PARTS	SUBURBAN TRUCK PARTS		168.64	187257
01-24-6708	#23 MINI EXCAVATOR REPAIR	ALTORFER INDUSTRIES, INC		134.99	187203
01-24-6708	#31 RELAY REPLACEMENT & ST	SUBURBAN TRUCK PARTS		22.52	187257
01-24-6708	#28 CHIPPER REPAIR PARTS	VERMEER-ILLINOIS, INC		760.76	187263
01-24-6731	TRAFFIC LIGHT MAINTENANCE/	STATE TREASURER	25% SHR T/S MAINT/RT 83 & 119	385.92	187256
01-24-6731	1 ST. MORITZ/ST. LIGHT/1-1	COMMONWEALTH EDISON COMPAN		23.88	187217
01-24-6786	PRUNING AND REMOVAL BEHIND	GROUNDSKEEPER LNDSCAP CARE		4,700.00	187229
01-24-6990	PW SHOP MATS & TOWELS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	112.59	187214
01-24-6990	PW GARAGE PRINTER HP	LEAF		139.58	187238
01-24-6990	MIKE SIBRAVA PRINTER HP	LEAF		139.57	187238
01-24-7010	BLACK INK FOR LARGE PRINTE	IMAGING ESSENTIALS INC		167.44	187234
01-24-7020	FIDEL C BUSINESS CARDS	B ALLAN GRAPHICS		65.00	187206
01-24-7200	PUBLIC WORKS	URBANCOM NET FIBER OPERATI		189.00	187260
01-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	119.83	187214
01-24-7300	PPE FORESTRY HARD HAT, SHI	BI RENTAL		305.92	187209
01-24-7510	DRILL BIT TOOLS	MENARDS		23.57	187242
01-24-7510	GAS DETECTOR TOOL	MENARDS		32.99	187242
01-24-7510	WATERING TANK FOR PLANTS	HARRINGTON		404.98	187232
01-24-7510	#1254, COMMERCIAL HVY DTY	BI RENTAL		379.99	187209
01-24-7920	FIDEL CASTILLO DRUG & ALCO	PROVEN OCCUPATIONAL HEALTH		77.00	187251
01-24-7920	JOSE NAJERA DRUG SCREEN	PROVEN OCCUPATIONAL HEALTH		44.00	187251
01-24-7990	RID LITTER ORANGE GARBAGE	1ST AYD CORPORATION	SAFETY VESTS, GLOVES, GLASSES	314.78	187201
Total] Department 24 PUBLIC WORKS DEPARTMENT				13,871.76	
Department: 25 BUILDING DEPARTMENT					
01-25-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		296.23	187244
01-25-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		4,887.85	187210
01-25-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		34.75	187222

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 25 BUILDING DEPARTMENT					
01-25-5340	EMPLOYEE ASSISTANCE APR-JU	CURALINC, LLC			
01-25-6011	BUILDING MNS	PROVEN IT		23.16	187221
01-25-6011	BUILDING LIC	PROVEN IT		740.08	187250
01-25-6540	LEGAL FEES JAN2024	KLEIN, THORPE, AND JENKINS		146.36	187250
01-25-6700	UNIT 261 NEW REPLACEMENT T	TIRE SERVICES COMPANY		299.50	187236
01-25-6700	UNIT 261 ANTENNA PLUGS & S	MENARDS		721.60	187258
01-25-6810	TRAINING FOR COMMISSIONS	AMERICAN PLANNING ASSOCIAT		17.53	187242
01-25-6990	COMMUNITY DEV COPIER TOSHI	LEAF		500.00	187204
01-25-7200	BUILDING	URBANCOM NET FIBER OPERATI		139.57	187238
			Total Department 25 BUILDING DEPARTMENT	7,995.63	187260
Department: 26 RECREATION DEPARTMENT					
01-26-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		25.00	187222
01-26-5340	EMPLOYEE ASSISTANCE APR-JU	CURALINC, LLC		13.90	187221
01-26-6011	RECREATION MNS	PROVEN IT		740.08	187250
01-26-6011	REC LIC	PROVEN IT		146.36	187250
01-26-6700	#32 COMPLETE TUNEUP PARTS	G & H IMPORT AUTO PARTS IN		363.78	187225
01-26-6990	REC STAFF PRINTER TOSHIBA	LEAF		139.57	187238
01-26-6990	RECREATION MAIN HP	LEAF		139.57	187238
01-26-7020	BLACK INK FOR LARGE PRINTE	IMAGING ESSENTIALS INC		167.44	187234
01-26-7030	SPRING BROCHURE POST CARDS	B ALLAN GRAPHICS		825.00	187206
01-26-7200	RECREATION	URBANCOM NET FIBER OPERATI		189.00	187260
			Total Department 26 RECREATION DEPARTMENT	2,749.70	
Department: 29 FINANCE DEPARTMENT					
01-29-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		9.38	187222
01-29-5340	EMPLOYEE ASSISTANCE APR-JU	CURALINC, LLC		13.90	187221
01-29-6011	FINANCE MNS	PROVEN IT		336.40	187250
01-29-6011	FINANCE LIC	PROVEN IT		146.36	187250
01-29-6810	IGFOA ANNUAL DUES	ALLEN ALTIC		150.00	187202
01-29-7200	FINANCE	URBANCOM NET FIBER OPERATI		189.00	187260
			Total Department 29 FINANCE DEPARTMENT	845.04	
Department: 32 PALOS PARK FESTIVALS					
01-32-6080	FACE PAINTER FOR BRUNCH WI	FACE THE COLOR, INC		295.00	187223
			Total Department 32 PALOS PARK FESTIVALS	295.00	
Department: 33 SENIOR CLUB					
01-33-6080	MARCH AGES 55 OR BETTER EN	GERRY DIGNAN		200.00	187228
01-33-6080	FOOD FOR SENIOR FEBRUARY M	CITI CARDS		461.75	187216
			Total Department 33 SENIOR CLUB	661.75	
Department: 34 COMMITTEES					
01-34-7725	NEWCOMERS WELCOMING CUSTOM	HALO		391.32	187230
01-34-7725	NEWCOMERS CMTE PRINTED BAG	HALO		587.57	187230
			Total Department 34 COMMITTEES	978.89	
Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER					
01-91-6710	MATS AT KAPTUR CENTER	ROSCOE		233.32	187253
01-91-6710	JANITORIAL SUPPLIES - MATS	ROSCOE		236.24	187253
01-91-6710	KAPTUR CLEANING	COVERALL		1,007.00	187220

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER					
01-91-6710	BURGALAR ALARM MONITORING	MICRO-EYE SECURITY SYSTEMS		528.00	187245
01-91-6711	JANITORIAL SUPPLIES	GARVEY'S OFFICE PRODUCTS		159.96	187227
01-91-6712	V.H. FROZEN TEE REPAIRS IN C.L. DOUCETTE, INC.			1,465.00	187211
01-91-6780	PREEN FOR VILLAGE HALL LAN PALOS ACE HARDWARE			58.49	187248
		Total department 91 BUILDING MAINTENANCE - KAPTUR CENTER		3,688.01	
Department: 92 BUILDING MAINTENANCE - RECREATION CENTER					
01-92-6711	REC LIGHT BULBS & BALLAST	W.W. GRAINGER		401.22	187265
01-92-6711	DOOR STRIP & ELECTRICAL OU MENARDS			66.52	187242
01-92-6711	EXTERIOR DOOR WEATHER STRI MENARDS			14.49	187242
01-92-6711	REPLACEMENT OUTLETS & COVE MENARDS			19.78	187242
01-92-6711	EXTERIOR MAIN DOORS WEATHE MENARDS			28.98	187242
		Total department 92 BUILDING MAINTENANCE - RECREATION CENTER		530.99	
Department: 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG					
01-93-6710	RADIO SYSTEM ALARM MONITOR	MICRO-EYE SECURITY SYSTEMS		432.00	187245
01-93-6711	DETERGENT & FLOOR CLEANER	MENARDS		21.87	187242
01-93-7990	SALT BIN TARPS			221.97	187242
		Total department 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG		675.84	
Department: 96 PROPERTY MAINTENANCE - CAL SAG TRAIL					
01-96-6780	CAL SAG TR PAVEMENT CRACKF	MENARDS		129.37	187242
		Total department 96 PROPERTY MAINTENANCE - CAL SAG TRAIL		129.37	
Department: 97 PROPERTY MAINTENANCE - VILLAGE GREEN					
01-97-6990	NSF CHECK RETURN FEE	LRS,LLC		50.00	187240
		Total department 97 PROPERTY MAINTENANCE - VILLAGE GREEN		50.00	
		Total Fund 01 GENERAL FUND		74,519.04	
Fund: 11 LIBRARY FUND					
Department: 00					
11-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		76.41	187244
11-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		1,481.66	187210
		Total department 00		1,558.07	
Department: 50 LIBRARY FUND					
11-50-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		136.62	187244
11-50-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		2,668.46	187210
11-50-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		25.00	187222
		Total department 50 LIBRARY FUND		2,830.08	
		Total Fund 11 LIBRARY FUND		4,388.15	
Fund: 23 1/2% SALES TAX FUND					
Department: 28 CAPITAL EXPENDITURE DEPARTMENT					
23-28-8020	LANDSCAPE MATERIAL	MENARDS		14.59	187242
		Total department 28 CAPITAL EXPENDITURE DEPARTMENT		14.59	
		Total Fund 23 1/2% SALES TAX FUND		14.59	
Fund: 51 SEWER FUND					
Department: 00					

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 51 SEWER FUND					
Department: 00					
51-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		29.01	187244
51-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		385.09	187210
			Total Department 00	414.10	
Department: 24 PUBLIC WORKS DEPARTMENT					
51-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		116.07	187244
51-24-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		1,540.34	187210
51-24-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		21.80	187222
51-24-5340	EMPLOYEE ASSISTANCE APR-J	CURALINC, LLC		11.58	187221
51-24-6011	WATER MNS	PROVEN IT		336.38	187250
51-24-6011	WATER LIC	PROVEN IT		146.36	187250
51-24-6410	8201 W RT. 83/1-12 TO 2-12	NICOR GAS		43.65	187246
51-24-6720	FLAGNE PARTS FOR KIMBER TR	METROPOLITAN INDUSTRIES IN		1,800.00	187243
51-24-6740	MEDICAL SUPPLIES	CINTAS		43.29	187215
51-24-6740	DEGREASER	USA BLUEBOOK		587.06	187262
51-24-6990	METRO CLOUD	METROPOLITAN INDUSTRIES IN		195.00	187243
51-24-7010	OFFICE SUPPLIES	B ALLAN GRAPHICS		50.00	187206
51-24-7300	UNIFORMS	CINTAS		41.50	187214
		VOPP WORK SHIRTS/CAPS-PW		41.50	187214
		Total Department 24 PUBLIC WORKS DEPARTMENT		4,933.03	
		Total Fund 51 SEWER FUND		5,347.13	
Fund: 52 WATER FUND					
Department: 00					
52-00-0502	HEALTHCARE EMPLOYEE CONTRI	METROPOLITAN LIFE INSURANC		70.10	187244
52-00-0502	HEALTHCARE EMPLOYEE CONTRI	BLUE CROSS/BLUE SHIELD OF		950.73	187210
			Total Department 00	1,020.83	
Department: 24 PUBLIC WORKS DEPARTMENT					
52-24-5310	HEALTH & DENTAL INSURANCE	METROPOLITAN LIFE INSURANC		280.46	187244
52-24-5310	HEALTH & DENTAL INSURANCE	BLUE CROSS/BLUE SHIELD OF		3,802.96	187210
52-24-5320	LIFE INSURANCE	DEARBORN NATIONAL LIFE		51.01	187222
52-24-5340	EMPLOYEE ASSISTANCE PROGRA	CURALINC, LLC		11.58	187221
52-24-6011	SEWER	PROVEN IT		336.96	187250
52-24-6011	SEWER LIC	PROVEN IT		146.38	187250
52-24-6410	121ST ST/SW HIGHWAY/1-29 T	NICOR GAS		260.45	187246
52-24-6620	THM SAMPLES FOR IEPA	PACE ANALYTICAL SERVICES L		243.80	187247
52-24-6750	WATER MAIN REPAIR MATERIAL	CORE & MAIN LP		623.35	187219
52-24-6990	12 MOS. SERVICE AGREEMENT/	FORMAX, A DIVISION OF		890.00	187224
52-24-6990	CONCENTRIC MULTIPLE UPGRADE	CONCENTRIC INTERGRATION LL		4,061.05	187218
52-24-6990	WATER RATE STUDY KICK OFF	BAXTER & WOODMAN, INC.		970.00	187207
52-24-6990	SUPPORT SERVICES FOR SCADA	CONCENTRIC INTERGRATION LL		2,273.00	187218
52-24-6990	METER TESTING PROGRAM-WU T	M.E. SIMPSON COMPANY, INC.		435.00	187241
52-24-6990	LAST METER TEST PRESBYTERI	M.E. SIMPSON COMPANY, INC.		870.00	187241
52-24-6990	HYPO CHLORIDE	HAWKINS, INC.		285.83	187233
52-24-6990	ENGINEERING SERVICES/WATER	HANCOCK ENGINEERING		3,829.00	187231
52-24-6990	ENGINEERING SERVICES/WATER	HANCOCK ENGINEERING		990.50	187231
52-24-7010	WINDOW ENVELOPES (PW/ADM)	B ALLAN GRAPHICS		100.00	187206
52-24-7040	POSTAGE FOR 3-28-24 BILLIN	US POSTMASTER		650.00	187261
52-24-7300	UNIFORMS	CINTAS		41.50	187214
52-24-7920	MATT CHLEBEK MED RADIOLOGI	PROVEN OCCUPATIONAL HEALTH		106.00	187251
		VOPP WORK SHIRTS/CAPS-PW		41.50	187214

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 52 WATER FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
52-24-7920	MATT CHLEBEK OFFICE OUTPAT	PROVEN OCCUPATIONAL HEALTH		190.00	187251
52-24-7920	DANIEL FOSTER DRUG SCREEN	PROVEN OCCUPATIONAL HEALTH		44.00	187251
52-24-7920	JOE WALTERS DRUG SCREEN	PROVEN OCCUPATIONAL HEALTH		44.00	187251
		Total Department 24 PUBLIC WORKS DEPARTMENT		21,536.83	
		Total Fund 52 WATER FUND		22,557.66	
Fund: 53 COMMUTER LOT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
53-24-6410	NICOR AT METRA (1/29/24 -	NICOR GAS		180.49	187246
53-24-6710	MATS AT METRA	ROSCOE	MATS/KAC	84.56	187253
53-24-6710	MATS AT METRA	ROSCOE	MATS/KAC	85.55	187253
53-24-6710	METRA CLEANING	COVERALL	JANITORIAL SVC-	210.00	187220
53-24-6711	WASHROOM JUMBO T.P. STOCK	1ST AYD CORPORATION	SAFETY VESTS,GLOVES,GLASSES	188.93	187201
		Total Department 24 PUBLIC WORKS DEPARTMENT		749.53	
		Total Fund 53 COMMUTER LOT FUND		749.53	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/11/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
---- TOTALS BY FUND ----					
01			GENERAL FUND	74,519.04	
11			LIBRARY FUND	4,388.15	
23			1/2% SALES TAX FUND	14.59	
51			SEWER FUND	5,347.13	
52			WATER FUND	22,557.66	
53			COMMUTER LOT FUND	749.53	
		Total For All Funds:		<u>107,576.10</u>	

**THE VILLAGE OF PALOS PARK
SUPPLEMENTAL WARRANT LIST
FOR MARCH 11, 2024**

**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 NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

SUPPLEMENTAL WARRANT LIST/MARCH 11, 2024 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:		2/15/2024	\$135,620.50
Pay Date:		2/29/2024	140,529.79
Pay Date:			
TOTALS:			\$276,150.29

RECURRING WIRE TRANSFERS:

DESCRIPTION		TRANSFERRED TO:	AMOUNT
VOPP Wtr PurchOakLawn		Old National	\$66,016.94
OL Unused Comm Fee		Old National	\$8.31
OL Wtr Qtrly Interes		Old National	\$478.20
Wex Bank/Shell		On-Line	
RCN/Astound		On-Line	1,036.40
Wex Gas Purchase		On-Line	1,035.95
American Express		J. P. Morgan Chase Bank	
Amazon Marketplace			31.66
FP Mailing Solutions			1,035.00
Amazon Marketplace			109.94
Amazon.Com			39.36
Amazon Marketplace			108.21
Dyn.Com			5.00
Amazon Marketplace			23.50
Amazon.Com			79.99
Amazon Marketplace			11.15
Ready Refresh			163.31
Amazon.Com			117.30
Adobe Acropro			21.24
Amazon Marketplace			98.58
Amazon.Com			46.27
Amazon .Com			399.99
Dyn.Com			5.00
APA Streaming			14.60
Republic Services			31,760.26
Amazon Marketplace			219.41
Amazon.Com			10.41
Amazon.Com			27.77
Dyn.Com			5.00
Adobe Systems			25.49
Adobe Systems			76.47
Amazon Marketplace			295.00
Amazon.Com			13.78
Morton Arboretum			18.00
Amazon Marketplace			69.97
Best Buy			249.99
NIU Outreach			29.70
Amazon.Com			29.95
Amazon.Com			59.60
Visa		First Midwest Bank	
Aurelio's Pizza			66.00
McCann Industries			157.84
Dunkin			86.20

Aroyan Inc			333.58
TOTALS:			\$104,420.32
	TOTAL SUPPLEMENTAL WARRANT LIST:		\$380,570.61

Payroll Summary

VILLAGE OF PALOS PARK (1868)

Check Date: 02/15/2024

Process: 2024021501

Pay Period: 01/27/2024 to 02/09/2024

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	61	0.00	82,393.59	82,393.59	
	Regular	2	1,048.27	0.00	1,048.27	
Totals		63	1,048.27	82,393.59	83,441.86	→ 83,441.86

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Agency	Regular	9	11,437.17	5,008.87	16,446.04	
Totals			9	11,437.17	5,008.87	16,446.04	→ 16,446.04

Total Net Payroll Liability				12,485.44	87,402.46	99,887.90	→ 99,887.90
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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	111,089.93	111,089.93	11,190.12		
Medicare	36-6006039		Semi-Weekly	119,833.82	119,833.82	1,737.60		
Medicare - Employer	36-6006039		Semi-Weekly	119,833.82	119,833.82		1,737.59	
OASDI	36-6006039		Semi-Weekly	119,833.82	119,833.82	7,429.68		
OASDI - Employer	36-6006039		Semi-Weekly	119,833.82	119,833.82		7,429.70	
Totals						20,357.40	9,167.29	→ 29,524.69

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	36-6006039		Semi-Weekly	111,089.93	111,089.93	5,550.24		
Totals						5,550.24	0.00	→ 5,550.24

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.008500	Quarterly	119,833.82	77,372.94		657.67	
Totals						0.00	657.67	→ 657.67

Total Tax Liability						25,907.64	9,824.96	→ 35,732.60
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Total Payroll Liability → **135,620.50**

Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount	
112273780	2/15/2024	1,013.50				1,013.50	
Totals		1,013.50		0.00		1,013.50	→ 1,013.50

Transfers



Paylocity Corporation
(888) 873-8205

User: Company Rpt Admin

Run on 2/13/2024 at 11:39 AM

Payroll Summary

Check Date: 02/15/2024

Page 2 of 2

VILLAGE OF PALOS PARK (1868)

Process: 2024021501

Pay Period: 01/27/2024 to 02/09/2024

Type	Date	Source Account	Amount	
Billing	2/15/2024	1405470*	1,013.50	
Dir Dep	2/14/2024	1405470*	82,393.59	
Tax	2/14/2024	1405470*	35,732.60	
Totals Transfers			119,139.69	→ 119,139.69

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	2/22/2024	29,524.69
(Deposit made by Service Bureau)	Illinois SITW	2/22/2024	5,550.24
(Deposit made by Service Bureau)	Illinois SUI	4/30/2024	657.67
	Total Tax Deposits		35,732.60



Payroll Summary

VILLAGE OF PALOS PARK (1868)

Check Date: 02/29/2024

Process: 2024022901

Pay Period: 02/10/2024 to 02/23/2024

Payroll Totals

Payroll Checks	Check Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Regular	66	0.00	86,020.43	86,020.43	
	Regular	2	1,139.94	0.00	1,139.94	
Totals		68	1,139.94	86,020.43	87,160.37	→ 87,160.37

Payroll Checks	Check Type	Agency Type	Count	Net Check	Dir Dep Amount	Net Amount	
	Agency	Regular	6	11,008.01	4,980.25	15,988.26	
Totals			6	11,008.01	4,980.25	15,988.26	→ 15,988.26

Total Net Payroll Liability				12,147.95	91,000.68	103,148.63	→ 103,148.63
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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	115,872.67	115,872.67	11,962.46		
Medicare	36-6006039		Semi-Weekly	124,561.18	124,561.18	1,806.14		
Medicare - Employer	36-6006039		Semi-Weekly	124,561.18	124,561.18		1,806.14	
OASDI	36-6006039		Semi-Weekly	124,561.18	124,561.18	7,722.81		
OASDI - Employer	36-6006039		Semi-Weekly	124,561.18	124,561.18		7,722.79	
Totals						21,491.41	9,528.93	→ 31,020.34

IL and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SITW	36-6006039		Semi-Weekly	115,872.67	115,872.67	5,828.38		
Totals						5,828.38	0.00	→ 5,828.38

ILSUI and Related Taxes	Tax Id	Rate	Frequency	Wage	Cap Wages	EE Amount	ER Amount	
Illinois SUI	0800854	0.008500	Quarterly	124,561.18	62,639.54		532.44	
Totals						0.00	532.44	→ 532.44

Total Tax Liability						27,319.79	10,061.37	→ 37,381.16
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Total Payroll Liability						140,529.79		→ 140,529.79
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Billing

Invoice	Date	Gross	Discount	Tax	Adjustment	Amount	
112297595	2/29/2024	692.07				692.07	
Totals		692.07		0.00		692.07	→ 692.07

Transfers



Paylocity Corporation
(888) 873-8205

User: Company Rpt Admin

Run on 2/27/2024 at 4:47 PM

Payroll Summary

Check Date: 02/29/2024

Page 2 of 2

VILLAGE OF PALOS PARK (1868)

Process: 2024022901

Pay Period: 02/10/2024 to 02/23/2024

Type	Date	Source Account	Amount
Billing	2/29/2024	1405470*	692.07
Dir Dep	2/28/2024	1405470*	86,020.43
Tax	2/28/2024	1405470*	37,381.16
Totals Transfers			124,093.66 → 124,093.66

Tax Deposits

Required Tax Deposits	Tax	Due On	Amount
(Deposit made by Service Bureau)	Federal Income Tax	3/6/2024	31,020.34
(Deposit made by Service Bureau)	Illinois SITW	3/6/2024	5,828.38
(Deposit made by Service Bureau)	Illinois SUI	4/30/2024	532.44
	Total Tax Deposits		37,381.16





Village Council
Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: March 11, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). In December 2023 the applicant provided a revised plan, which requires a variance to reduce the corner side yard setback from 50' to 37.67 feet (37' 8"). The original request was for a 26' 11" corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

BACKGROUND:

The subject property is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct a pool house (and pool) on the subject property. The pool house is to be connected to the existing home via a covered porch, resulting in the pool house being considered an addition to the existing home per Code.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west); with corner side yard setbacks being applicable along both the east and west sides of the property.

STAFF RECOMMENDATION:

The staff has reviewed the application and recommends approval of the requested variance.

NOVEMBER 8, 2023 ZONING BOARD OF APPEALS MEETING:

The Zoning Board of Appeals held a public hearing and discussed the original requested variance at its November 8, 2023 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two letters from residents (not in favor of the request) were read into the record, no other members from the public spoke regarding the request. A motion was made to recommend approval of the requested variance. The vote on the motion was two (2) in favor and five (5) against. As such, *the Zoning Board of Appeals recommends denial of the requested variance as proposed.*

2023 VILLAGE COUNCIL MEETINGS:

The Village Council considered this item at the November 27, 2023 meeting; and continued the item to the December 11, 2023 meeting to allow the applicant the opportunity to present a revised plan. At their December 11, 2023 meeting the Village Council unanimously (4-0, with 1 absent) decided to refer the case back to the ZBA for further consideration.

JANUARY 10, 2024 ZONING BOARD OF APPEALS MEETING:

The Zoning Board of Appeals held a public hearing and discussed the requested variance and revisions at its January 10, 2024 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two residents were present, and provided comments that were not favorable to the request. A motion was made to recommend approval of the requested variance. The vote on the motion was two (2) in favor and four (4) against, with one (1) absent. As such, *the Zoning Board of Appeals recommends denial of the requested variance as proposed.* See attached "Transmittal of Recommendation" regarding ZBA findings of fact.

2024 VILLAGE COUNCIL MEETINGS:

At the January 22, 2024 meeting, the Village Council unanimously (4-0, with 1 absent) continued this item to the February 12, 2024 meeting. At the February 12, 2024 meeting the Village Council unanimously (3-0, with 2 absent) continued this item to the March 11, 2024 meeting.

RECOMMENDED MOTIONS:

Section 1264.08 of the Code states that the Village Council "may approve the variance, deny the variance or refer it back to the Board for further consideration" and that "any proposed variance which fails to receive a positive recommendation from the Board [Zoning Board of Appeals] shall not be approved by Council except by a favorable vote of at least two-thirds (2/3rds) of all the Commissioners."

- I move to **deny** ZBA 2023-02; regarding a variance request for a 37.67' corner side yard setback instead of the required 50' corner side yard setback as required by Section 1268.02(f) of the Palos Park Village Code; regarding the proposed construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

OR

- I move to **approve** ZBA 2023-02; regarding a variance request for a 37.67' corner side yard setback instead of the required 50' corner side yard setback as required by Section 1268.02(f) of the Palos Park Village Code; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road; and to direct the Village Attorney to prepare the necessary Ordinance.

Attachments:

Transmittal of Recommendation

Proposed Site Plan

Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)



TO: Mike Wade, Building Commissioner
MEETING DATE: January 10, 2024 at 7:30 pm
FROM: John Marsh, Chair
SUBJECT: Transmittal of Zoning Board of Appeals Recommendation

PROJECT TITLE

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). In December 2023 the applicant provided a revised plan, which requires a variance to reduce the corner side yard setback from 50' to 37.67 feet (37' 8"). The original request was for a 26' 11" corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

PUBLIC HEARING

The Zoning Board of Appeals held a public hearing and discussed the requested variances at its January 10, 2024 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two residents were present, and provided comments that were not favorable to the request.

RECOMMENDATION

At the January 10, 2024 meeting a motion was made to recommend approval of the requested variances. The vote on the motion was two (2) in favor and four (4) against with one (1) absent. As such, ***the Zoning Board of Appeals recommends denial of the requested variance as proposed.***

FINDINGS OF FACT

The following are findings of fact made during the January 10, 2024 Zoning Board of Appeals meeting, pursuant to Section 1264.07 (Report of Findings):

1264.07(a) Site Conditions:

The Zoning Board of Appeals finds that there are unusual physical conditions to the site [such as the lot size being smaller than the minimum lot size per Code and the property fronting a street on three of the four sides], a variance request should still meet the essential purposes of the Zoning Board's creation under sections 1260.02(c) ["To protect the character and the stability of the residential, business and manufacturing areas within the village and to guide the orderly and beneficial development of such areas"], 1260.02(i) ["To prohibit uses, buildings or structures incompatible with the character of development or intended uses within specified zoning districts"] and 1260.02(m) ["To prevent the overcrowding of land and undue concentration of structures, so far as is possible and appropriate in each district, by regulating the use and bulk of buildings in relation to the land surrounding them"].

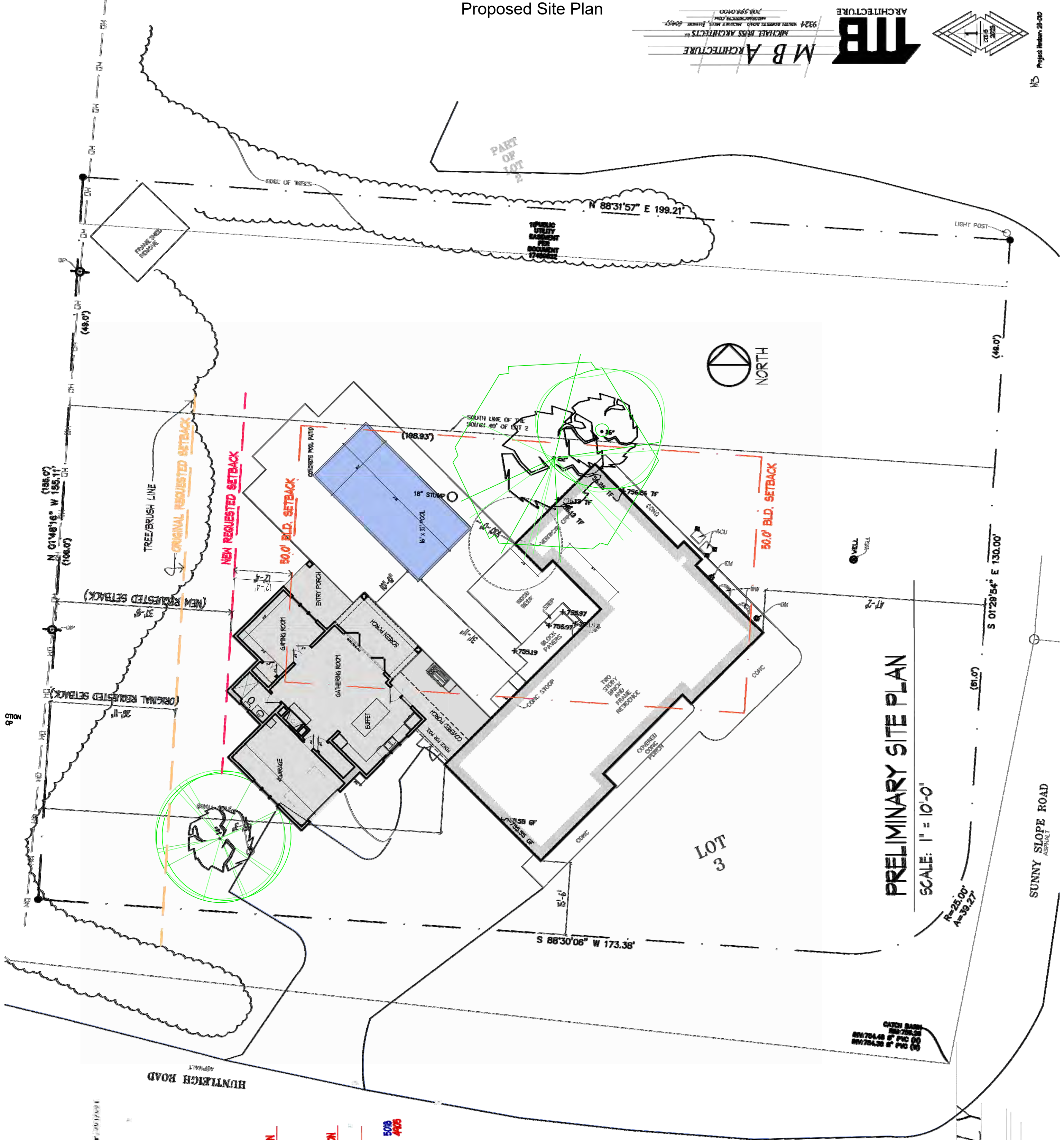
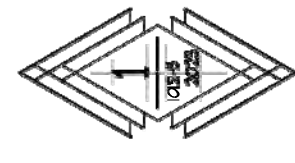
1264.07(b) Development Design:

An additional garage space (home has an existing two car garage), game room area, and buffet do not appear warranted for the revised variance sought of 12.33 ft or 24.7% of the requirement of 50 ft from the property line off Wolf Road. It may be feasible that an alternative design could comply with Code. In addition, the applicant stated one of the reasons for the proposed location

of the addition is for privacy off Wolf Road and to reduce/mitigate noise from Wolf Road. These objectives could still be met with an alternative design that does not encroach into the corner setback (or encroaches less into the corner setback) and/or through the use of a berm and additional landscaping.

1264.07(c) Community Impact:

Wolf Road has a specific character in the Village of Palos Park. Except for two highly visible homes on the corner of Romiga Lane and Wolf Road, the current homes have either significant setbacks from Wolf Road or are blocked or partially blocked from view with trees and foliage. All of the homes are setback 50' or more on Wolf Road between 123rd Street on the north and Partridge Road and Misty Harbor Road to the south. The variance granted would not retain the essential character of the Village of Palos Park, specifically to Wolf Road as stated under section 1260.02(a) ["To promote and protect the public health, safety, morals, comfort, and general welfare"]. The Zoning Board of Appeals also notes concerns regarding public health and safety as it pertains to the requested variance, as it would allow the home addition to be located in closer proximity to an arterial road with significant vehicular traffic (Wolf Road).



PRELIMINARY SITE PLAN

SCALE: 1" = 10'-0"

Revised: 2/20/20
 As-3/2/20

Date: _____ Address: 20 HUNTLEIGH ROAD

FALOS PARK FLOOR AREA RATIO CALCULATION

1. LOT AREA: 30897 s.f.
2. BASEMENT: N.A. s.f.
(One-half or more of the floor to ceiling height is above the average grade of the dwelling)
3. FIRST FLOOR: 1720 s.f. 497 ADDITION + 912 ADDITION
4. SECOND FLOOR: 1936 s.f.
5. ATTIC (HOUSE): N.A. s.f.
6. GARAGE (HOUSE): 656 s.f. 316 ADDITION + 300 ADDITION
7. GARAGE (ATTIC): N.A. s.f. 44 PORCH + 34 PORCH
8. TOTAL (House/Garage/Attic) AREA: 3418 - 3505 s.f.
1720 + 1936 + 656 + 42 + 300 + 34 = 3508 x (1.00) = 400
9. ALLOWABLE GROSS FLOOR AREA: 6781.7 s.f.
Formula: (1 ACRES TO ACRE = 22%) 30897 X .22 = 6751.7 S.F.

10. ALLOWABLE BUILDING COVERAGE: 6157.9 s.f.
Formula: (30897) x .2 = 6157.9 s.f.

* 1/2 acre or less 22%, over 1/2 acre to 2 acres 22%, over 2 acres 21.5%

** 1/2 acre or less 750 s.f., over 1/2 acre but less than 1 acre 400 s.f.

1 acre = 43,560 s.f.

Site Plan for:
THE CONWAY FAMILY
 20 Huntleigh Road
 Palos Park, IL



TO: Village of Palos Park Zoning Board of Appeals
HEARING DATE: January 10, 2024 at 7:30pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT INFORMATION

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). The applicant has provided a revised plan, which requires a variance to reduce the corner side yard setback from 50’ to 37’ 8”. The original request was for a 26’ 11” corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.



APPLICANT INFORMATION

PROPERTY OWNER AND APPLICANT: David Conway
 20 Huntleigh Road
 Palos Park, IL 60464

PROPERTY INFORMATION

PROPERTY SIZE: 30,689.7 sf	EXISTING ZONING: R-1-A One Family Dwelling District	SURROUNDING ZONING AND LAND USES: North: R-1-A One Family Dwelling District, Single Family Residence South: R-1-A One Family Dwelling District, Single Family Residence East: R-1-A One Family Dwelling District, Single Family Residence West: R-1-A One Family Dwelling District, Single Family Residence	COMPREHENSIVE PLAN LAND USE DESIGNATION: Low Density Single-Family Residential
ADDRESS: 20 Huntleigh Road	EXISTING LAND USE: Single-Family Residential		
PIN: 23-29-303-005-0000			

PUBLIC COMMENT: Letters from two neighbors had been previously received and provided to the Zoning Board of Appeals prior to the November ZBA meeting. Staff has received no other comment.

BACKGROUND

The subject property, commonly known as 20 Huntleigh Road, is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct an addition (and pool) on the subject property. The addition, primarily a pool house, is to be connected to the existing home via a covered porch, which is why it is considered an addition to the existing home per Section 1260.08(1a) of the Code (“...or where an accessory building is attached to the main building in a substantial manner, as by a roof, such accessory building shall be counted as part of the main building”). The proposed addition includes a single-car garage, a screened porch, a gathering room, buffet area (kitchen), a bathroom, and a gaming room.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west). Since the home generally faces south, has vehicular access from the south, and is addressed to Huntleigh Road; the south property line is considered the front yard. Per Section 1260.08(55) of the Code, *both* the property lines off of Sunnyslope and Wolf are considered corner side yards (“Corner lot means a parcel of land situated at the intersection of any combination of two *or more* streets...”). The proposed addition would encroach into the required 50’ corner yard setback along the west side of the property (off of Wolf Road).

The Zoning Board of Appeals (ZBA) held a public hearing on November 8, 2023 to consider a variance request to reduce the required corner yard setback (off of Wolf Road) from 50’ to 26’ 11”. After conducting the Public Hearing, the ZBA made a motion to approve the request. The vote on the motion was two (2) in favor and five (5) against. As such, the ZBA recommended denial of the requested variance as proposed.

The Village Council considered this item at the November 27, 2023 meeting; and continued the item to the December 11, 2023 meeting to allow the applicant the opportunity to present a revised plan. At their December 11, 2023 meeting the Village Council unanimously (4-0, with 1 absent) decided to refer the case back to the ZBA for further consideration.

APPLICANT REVISION

The applicant has provided a revised plan. Instead of requesting a 26’ 11” corner setback (a 46.2% variance request), the revised plan reduces the request variance by over 10’. The new requested corner side setback is 37’ 8” (a 24.7% variance request). This revision is possible due to a reduction in the size of the proposed addition by 113 sf (1,686 sf to 1,573 sf) and reconfiguring the footprint of the addition. As shown in Table 1, below, the proposal complies with other applicable zoning requirements.

	Requirement	Proposed
Lot Size	43,560 sf (1 ac)	30,689.7 sf (.705 ac)
Lot Width	150 feet	~199 feet
Setbacks/Yards		
Front (average of block)	15.5 feet	15.5 feet (existing home) 25.167 feet
Corner Side	50 feet	47.167 feet to east (existing home) [26.92 feet (26’ 11”) previous request] 37.67 feet (37’ 8”) to west for proposed addition as revised
Side (greater of 15% or 15')	~29.85'	N/A
Rear	50 feet	58.75 feet (existing home)
Total Side Yard	30 feet	74.08 feet
Side Load Garage Setback	30 feet	N/A
Floor Area Ratio (varies based on lot size)	22%	16%
Lot (Building) Coverage	20%	13%
Dwelling Size	2,200 sf minimum	5,289 sf

Table 1: Summary of Proposal with Applicable Zoning Requirements as it pertains to proposed development. Proposed variances are highlighted in yellow. Items that comply with the Code are not highlighted.

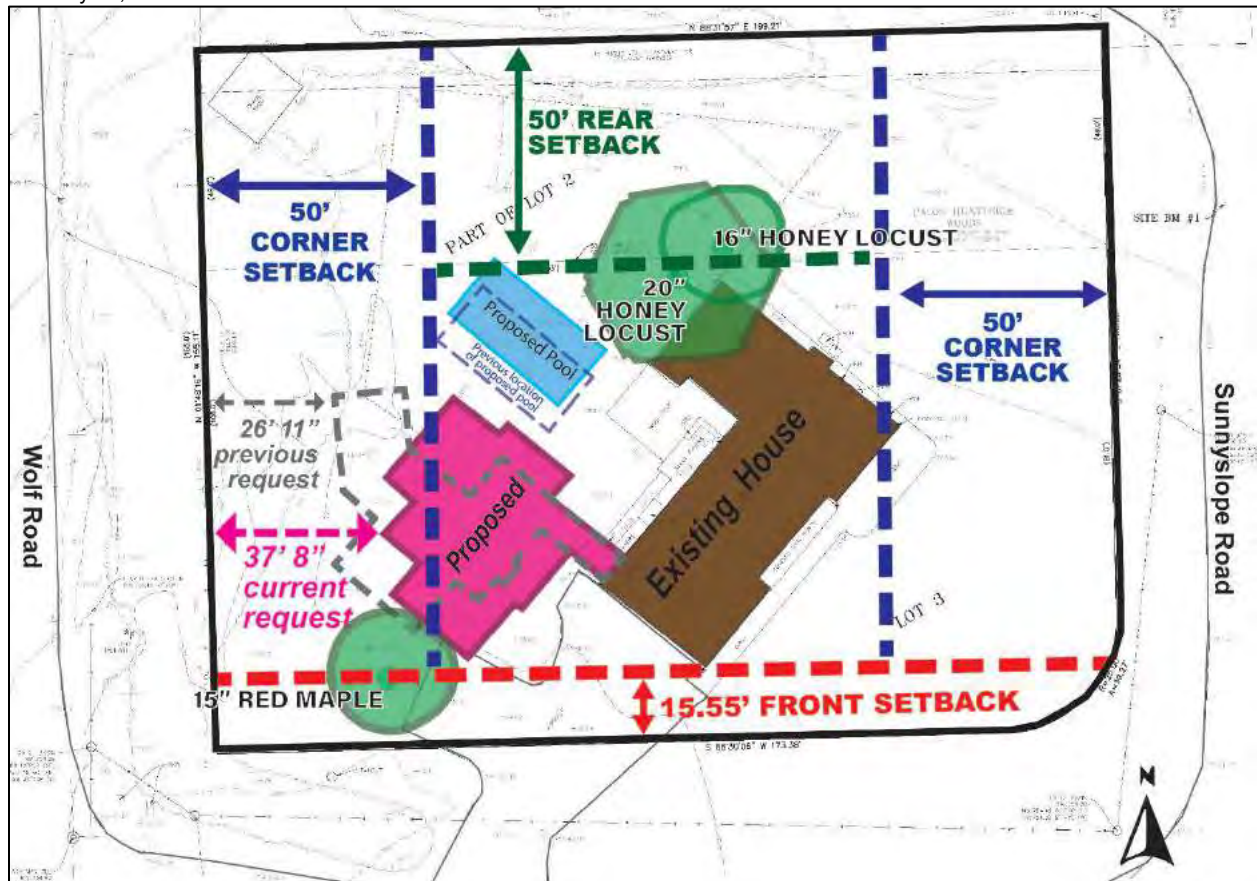


Figure 1: Required Setbacks (north is to the top). The “drip lines” of specimen trees that impact the buildable area (area within the setbacks) are shown in green. There are dashed lines showing the footprints of the previous proposed addition and pool.

ADDITIONAL INFORMATION

As seen in Table 2, below, the proposed 24.66% corner setback variance request (reducing the corner yard to 37.67’) is comparable to the ten most recent corner setback variances that have been granted. Staff noted at the November meeting that it is difficult to consider precedent with zoning variance requests. The Village has granted, but has also denied, corner setback variance requests. The particular facts of any given request will almost certainly be different (different existing conditions of site, different proposal, etc). However, staff is providing the information below to provide context as to the extent of this variance request since there was some discussion at the previous ZBA meeting regarding the extent of the previous variance request.

	Ordinance	Address	Required (in feet)	Proposed (in feet)	Percent	Additional Requests?
1	2021-11	12100 S. 86th Avenue	50	26.23	47.54%	Rear yard
2	2021-05	12223 S. 88th Avenue	50	36.83	26.34%	
3	2020-11	7849 Oak Ridge Drive	50	33.50	33.00%	
4	2020-04	12600 S. Wolf Road	50	33.50	33.00%	
5	2017-06	9302 W. 122nd Street	50	35.90	28.20%	
6	2015-29	11950 Hobart Avenue	50	48.50	3.00%	Front and rear yard
7	2013-41	11099 W. 123rd Street	50	44.32	11.36%	
8	2012-18	11449 W. 123rd Street	50	30.00	40.00%	
9	2011-03	8920 W. 125th Street	50	33.90	32.20%	
10	2010-16	25 S. Woodland Trail	50	45.00	10.00%	Rear yard
	Average		50	36.77	26.46%	
	REQUEST	20 Huntleigh Road	50	37.67	24.66%	None

Table 2: Summary of ten most recent corner yard setback variances requests that have been granted (note that the proposed work related to the variance requests may not have been completed for some of the above variances).

The “buildable area” on the property (the area within required setbacks where the addition could be built without a variance) is already reduced in size due to the fact that there are two corner setbacks as opposed to one corner setback and one interior side setback. The buildable area is further reduced due to the location of two honey locust trees (which are specimen trees) near the north corner of the existing home (see Figure 1 on the previous page; and attached plans from the applicant). Any construction in the critical root zones (which roughly corresponds to the “drip line” of the trees) could damage or kills those trees. The proposed new construction would be near the critical root zone / drip line of those trees. Staff has reviewed the plans with the Village Arborist. Village Code allows the Village to “impose certain limited conditions on the development subject to the variance... that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations” (1264.08). Staff recommends that as a condition of approval that the applicant’s arborist propose additional tree protection methods (such as root pruning) to protect specimen trees that could be impacted by the proposed construction (such as the previously mentioned honey locust trees) to be reviewed and approved by Village staff prior to issuance of a building permit for the addition and /or pool.

REQUIRED FINDINGS OF FACT FOR VARIATIONS

The Village Code *requires* that the Zoning Board of Appeals shall make a findings of fact regarding proposed variance(s) [Section 1264.07]. The entirety of these standards, with staff findings of fact and analysis, are attached to this staff report as **Exhibit 1: REPORT OF FINDINGS**.

PUBLIC NOTICE

The Public Hearing notice was published in *The Daily Southtown* on October 20, 2023, in accordance with the Village Zoning Ordinance. At that time a sign was posted on the subject property, and the Village notified neighboring property owners within 350’ of the subject property 15-30 days prior to the date of the hearing. At the December 11, 2023 Village Council meeting the Council referred the case back to the ZBA. As this was done via the Council’s authority as found in Section 1254.08 no further notice is required.

STAFF RECOMMENDATION

The staff has reviewed the application and recommends ***approval*** of the requested variances.

RECOMMENDED MOTION

Concurring with the findings of fact as contained in **Exhibit 1: Report of Findings**, I move to recommend that the Village Council approve the requested 37’ 8” corner side yard setback, instead of the required 50’ corner side yard setback; as required by Section 1268.02(f) of the Palos Park Village Code; subject to the condition that the applicant’s arborist propose additional tree protection methods to protect specimen trees that could be impacted by the proposed construction to be reviewed and approved by Village staff prior to issuance of a building permit; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

*Please note that if the Zoning Board of Appeals desires to make a recommendation to deny the request, the motion should include **specific Findings of Fact** by the Zoning Board of Appeals as to the deficiencies of the requested variance(s) as to the standards set in **Section 1264.07** of the Village Code.*

EXHIBITS:

1. Report of Findings (with staff findings)
2. Revised Plan from Applicant
3. Letters from neighboring property owners to ZBA
4. November 8, 2023 ZBA Staff Report and Exhibits

**VILLAGE OF PALOS PARK – ZONING BOARD OF APPEALS REPORT OF FINDINGS FOR
VARIANCE REQUESTS PURSUANT TO 1264.07 OF THE VILLAGE CODE
Regarding: ZBA Case 2023-02: 20 Huntleigh Road**

Text from the Village Code is provided in “Cambria” 12-point font and staff findings are provided in “Courier New” 11-point font.

1264.07 REPORT OF FINDINGS.

The Zoning Board of Appeals shall report its findings and recommendations in writing to Council within thirty days from the conclusion of the public hearing. In considering all proposed variances to this Zoning Code, the Board shall, before recommending that Council grant a variance, first determine and make a finding of fact that the proposed variance will not merely serve as a convenience to the applicant, but is necessary to alleviate practical difficulties or a demonstrable hardship in the way of carrying out the strict letter of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land, and that:

(a) Site Conditions. There are one or more unusual physical conditions of the site, such as size, shape, or slope, that were not created by a person having an interest in the property, that are unavoidable or uncorrectable, or that are worthy of preservation, such as a creek, wetland, or specimen trees, and that make it a substantial burden to use the property or develop the property, or otherwise result in a substantial loss of value or cause the site to be unable to yield a reasonable return, without a variance.

Finding: There are multiple “unusual physical conditions” for the subject property. First, the property size (0.705 acres) is less than 1 acre. The applicable zoning setbacks for R-1-A zoned properties are intended for lots of 1 acre or more in size. In addition, the property is unusual in that three of the four sides of the property have frontage along a street, resulting in one front yard and two corner side yards (whereas typical corner lots have one front yard but only one corner side yard). Per Code the corner side yard setback is 50’, resulting in a total of 100’ of corner side yard setbacks on the property. Having two corner yards on the property results in an unusual amount of setbacks to apply to a property. In addition, there are two honey locust trees located at the northern corner of the property. The critical root zones of these trees encroach into the “buildable area” of the property (the area within the front, rear, and two corner setbacks; in which an addition could be built without a variance). The substandard lot size and triple roadway frontage are clearly unusual physical conditions, and the specimen trees are worthy of preservation. None of these conditions were created by the applicant.

One reason why zoning regulations typically treat corner side yard setbacks differently than interior side yards (side yards next to a neighboring property’s side yard) is that corner yards may be adjacent to the front yard of a neighboring property. In some instances, corner side yards may be referred to as “alternative front yards”. In this

instance, however, the proposed variance is to the corner yard that is not adjacent to neighboring front yards, rather it is adjacent to neighboring rear yards. Finally, the existing home is angled on the property, which further complicates building an addition on the property.

(b) Development Design. The variation would not merely serve the temporary social or personal convenience of an occupant, and an alternative development plan that would conform to Code would not be suitable for the uses permitted by Code and would not be typical of similar properties in the area.

Finding: The construction of the building addition would be permanent and therefore not serve any temporary convenience. The proposed location of the addition acts as an additional barrier off of Wolf Road, allowing for increased privacy and a potential reduction in noise and light. The unusual physical conditions of the site create difficulties with further development on the site. Setback lines are parallel to lot lines; but the existing home is at an angle on the property. This results in an unusually shaped "buildable area". The buildable area is also further reduced in size due to efforts to keep development from encroaching into the critical root zones of the trees in the northerly portion of the buildable area that were mentioned previously. The angle of the home, the multiple corner setbacks, the substandard lot size, and critical root zones all impact how development can occur on the property and consideration of alternative development plans.

(c) Community Impact. The variation would retain the essential character, scale, intensity, and open space of the area, and would be in harmony with the purposes of the Zoning Code as stated in Section 1260.02 of this Code, and would not be substantially injurious to other property, or be detrimental to public interests or adopted Village plans.

Finding: The proposed variance for the addition to an existing single-family residence will not alter the essential character of the neighborhood. The proposed work complies with all other applicable zoning regulations, such as building height, other setbacks, and lot coverage requirements. As such, the proposed work should not have a negative impact as to scale and open space in the area.

In addition, the Board shall look to, and make findings of fact in regard to, those factors set forth in *Section 1260.05(b)(1) through (6)* [see below] in regard to the requested variation. Such findings of fact shall be incorporated in the written report to Council.

The Zoning Board of Appeals may recommend certain limited conditions on the development subject to the variance that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations.

1260.05(b) (1-6):

(1) Existing uses of property within the general area of the property in question;

Finding: The existing uses in the surrounding area are all residential uses. The proposed use is in keeping with residential use.

(2) The zoning classification of property within the general area of the property in question;

Finding: The subject property and the surrounding area are all zoned R-1-A One-Family Dwelling District. Other than the requested variance, the proposed development is in conformance with the requirements of the R-1-A zone.

(3) The suitability of the property in question to the uses permitted under the existing and proposed classifications;

Finding: The existing and proposed residential use of the property is permitted in the R-1-A zone.

(4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the date the property was placed in its present zoning classification;

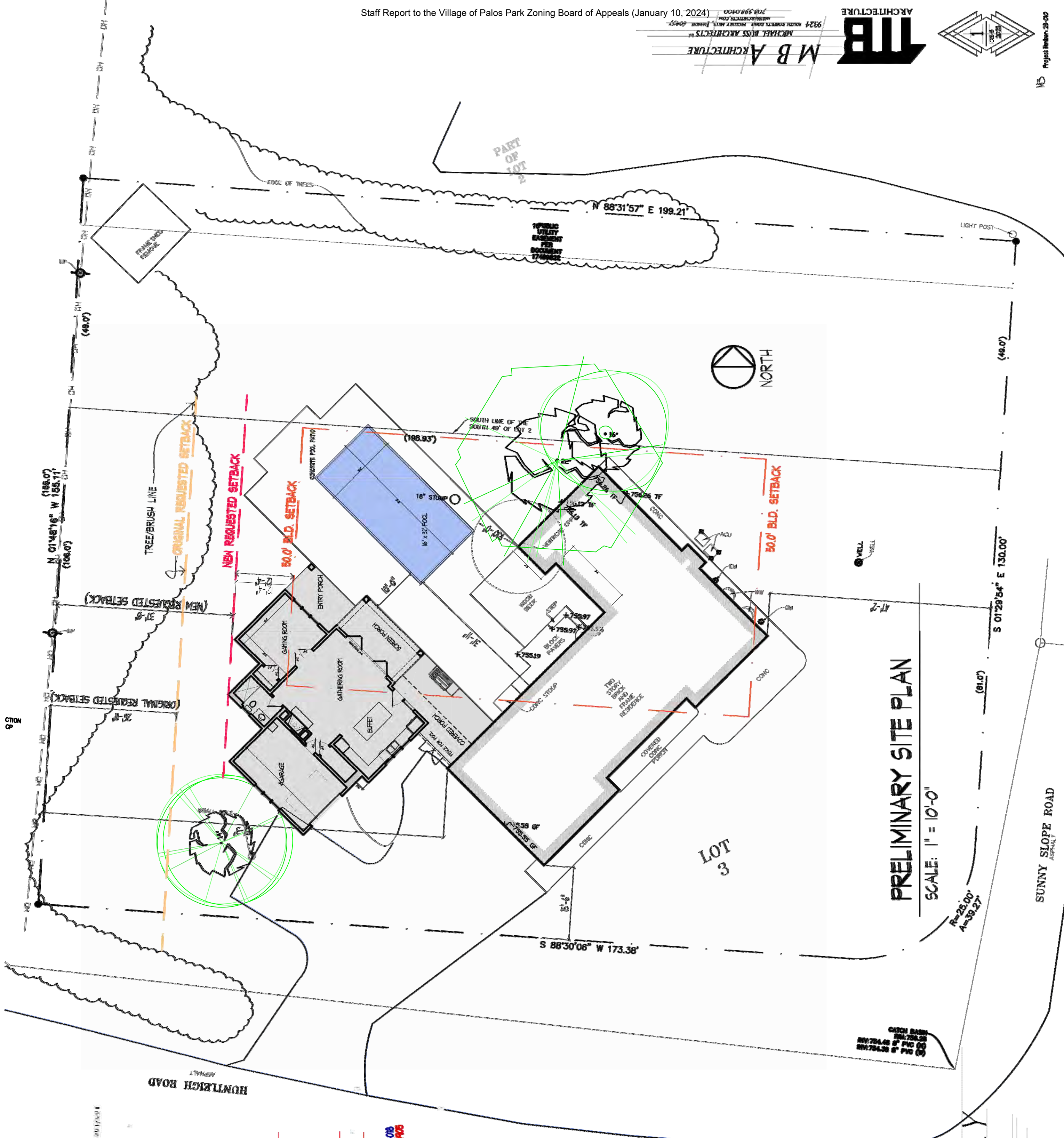
Finding: The proposed development is consistent with the residential trend of development in the surrounding area.

(5) Proposed uses of property within the general area of the property in question as represented on the Village Comprehensive Plan;

Finding: The proposed development is consistent with the Comprehensive Plan designation of Low Density Single Family Residential.

(6) The frontage and square footage of the land involved and whether or not it adjoins a parcel of land which bears the same zoning district classification as the proposed amendment.

Finding: The subject property is surrounded by other properties also zoned R-1-A.



PRELIMINARY SITE PLAN
SCALE: 1" = 10'-0"

Revised: 2/20/24
As-3/2/24

DATE: 01/10/24
DRAWN BY: M. BESS
PROJECT NUMBER: 23-02

Date: _____ Address: 20 HUNTLEIGH ROAD

1. LOT AREA: 30897.7 s.f.
2. BASEMENT: N.A. s.f.
(One-half or more of the floor to ceiling height is above the average grade of the dwelling)
3. FIRST FLOOR: 1720 s.f. 497 ADDITION + 92 ADDITION
4. SECOND FLOOR: 1336 s.f.
5. ATTIC/HOUSEL: N.A. s.f.
6. GARAGE/HOUSEL: 656 s.f. 35 ADDITION + 300 ADDITION
7. GARAGE/ATTIC: N.A. s.f. 44 PORCH + 34 PORCH
8. TOTAL House/Garage/Attic/Area: 3418-3505 s.f.
1720 + 1336 + 656 + 92 + 300 + 34 = 3508 s.f. (400) = 5008
9. ALLOWABLE GROSS FLOOR AREA: 6781.7 s.f.
Formula: $(\frac{1}{2} \text{ ACRES TO ACRE} = 22\%) 30897.7 \times .22 = 6781.7 \text{ S.F.}$

10. ALLOWABLE BUILDING COVERAGE: 6157.9 s.f.
Formula: $(\frac{30897.7}{2}) \times .2 = 6157.9$ s.f.
- * $\frac{1}{2}$ acre or less 25%, over $\frac{1}{2}$ acre to 2 acres 22%, over 2 acres 21.5%
- ** $\frac{1}{4}$ acre or less 750 s.f., over $\frac{1}{4}$ acre but less than 1 acre 400 s.f.
- 1 acre = 43,560 s.f.

Site Plan for:
THE CONWAY FAMILY
20 Huntleigh Road
Palos Park, IL

November 6, 2023

TO: Mr. Mark Herman

From: Nancy Mattson

Palos Park Zoning Board

9 Old Timber Lane, Palos Park

Mr. Herman,

I am writing regarding the variance request ZBA CASE 2023-02, to permit the construction of an attached pool house and swimming pool at 20 Huntleigh Road in Palos Park, IL. Unfortunately, I am unable to attend the zoning board meeting on 11/08, so I must express my thoughts via this letter.

With due respect to my neighbors who are making this request, I have reservations concerning the variance. While I have great respect for the rights of owners to improve their properties, and indeed I do not object in principle to the construction of a pool and pool house, in practice, I fear such a structure would not be appropriate in this neighborhood.

A pool house does not fit the character of the Huntleigh Woods subdivision, considering the lots for each property here are approximately an acre. A pool house of the intended size—one which requires a variance to fit within the lot—strikes me as a structure more befitting a considerably larger parcel of land, such as some of the properties on Old Creek Road, which indeed do have pool houses. However, unlike those properties, a pool house crowded into a property in Huntleigh Woods has the potential to be a blight rather than add value to the overall character of the subdivision.

I am concerned, also, of the potential “slippery slope” of this variance. Allowing this variance sets a precedent that could lead to future variances that will unalterably affect the aesthetic that the land use rules of Palos Park were established to preserve. We are a village built within and surrounded by nature. Crowding the lots with more and more structures will degrade that experience and lower property values, eliminating the very character that makes Palos Park such a highly desirable village.

It is difficult to state these objections as I have great respect and affection for my neighbors, yet that is also the very reason that I do state these objections: to preserve the character of the neighborhood for future neighbors.

Thank you,



Nancy Mattson
9 Old Timber Lane
Palos Park IL 60464

November 6, 2023

2 pages

TO: Mr. Mark Herman
Palos Park Zoning Board

From: Alison Rush
12 Old Timber Lane, Palos Park

Below is a letter I would like to have read at the 11/8/2023 Zoning Board meeting where the following agenda item is being discussed:

. ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house and swimming pool. Where the required corner side yard setback is 50 feet, the applicant is proposing a corner side yard setback of 26.92 feet. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

I am a neighbor within the Huntleigh Woods subdivision where the above property is located. I would like to provide my thoughts on why the village zoning board should reject this request for variance.

- Zoning Regulations and Land Use rules exist for Palos Park to ensure that properties are used in a way that is consistent with the overall character and purpose of the area. I moved to this village because of how open and natural the area is and the beauty that exists with that open space. This particular variance would grossly go against the beauty of openness in this village. The request is not just asking for a couple feet variance, but asking for the village to reduce their zoning corner side yard setback requirement by almost half! Personally, I don't want to see this village turn into something that looks like a city setting where buildings are packed on property and open space is lost. This property simply doesn't have the room for the plans on the table.
- Setting of precedence: If this variance is approved, then the village would set a precedent for all other property owners within the village to do the same. This would substantially reduce property values within the village.
- This property variance would be an eyesore and visual distraction to the rest of the subdivision. All existing homes are set back with nice front and side yards. This variance would place a building super close to the road which doesn't fit with the rest of the subdivision and the village as a whole.

- The variance requested is not due to any type of hardship for the family. When these folks purchased the property a few years ago, they knew how the house was situated and the available room for any future improvements they were planning. If they wanted a pool and pool house, perhaps they should have looked for a larger lot which would accommodate such plans without going against zoning ordinances. If they were unaware of setback rules, that is on them for not doing their due diligence prior to purchase.
- I also have concerns as to the long-term use of the pool house in question. Perhaps today, it would be used as a pool house. What is to stop the family from then using the building down the road for rental to someone or for it to be used for Nanny quarters, etc. making it into a multi family property which I believe is not allowed in the village.
- This particular property already has water issues which spurred the prior owners to build a small berm/ditch across the front of the property to prevent water collecting in the basement. Adding another building to that property could cause even more water issues not just for their property, but for the surrounding properties.

Based on the above reasons, I want to provide my vote for denying this variance as a village resident, and I ask the village zoning board to reject this variance.

Thank you for reading this letter at the 11/8/2023 zoning meeting and taking my comments into consideration as you make your decision.

Sincerely,

Alison Rush



12 Old Timber Lane

Palos Park IL 60464



TO: Village of Palos Park Zoning Board of Appeals
HEARING DATE: November 8, 2023 at 7:30pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT INFORMATION

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). Where the required corner side yard setback is 50 feet, the applicant is proposing a corner side yard setback of 26.92 feet. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.



APPLICANT INFORMATION

PROPERTY OWNER AND APPLICANT: David Conway
 20 Huntleigh Road
 Palos Park, IL 60464

PROPERTY INFORMATION

PROPERTY SIZE: 30,689.7 sf	EXISTING ZONING: R-1-A One Family Dwelling District	SURROUNDING ZONING AND LAND USES: North: R-1-A One Family Dwelling District, Single Family Residence South: R-1-A One Family Dwelling District, Single Family Residence East: R-1-A One Family Dwelling District, Single Family Residence West: R-1-A One Family Dwelling District, Single Family Residence	COMPREHENSIVE PLAN LAND USE DESIGNATION: Low Density Single-Family Residential
ADDRESS: 20 Huntleigh Road	EXISTING LAND USE: Single-Family Residential		
PIN: 23-29-303-005-0000			

PUBLIC COMMENT: Staff has received one inquiry regarding the application.

BACKGROUND

The subject property, commonly known as 20 Huntleigh Road, is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct a pool house (and pool) on the subject property. The pool house is to be connected to the existing home via a covered porch, resulting in the pool house being considered an addition to the existing home per Section 1260.08(1a) of the Code (“...or where an accessory building is attached to the main building in a substantial manner, as by a roof, such accessory building shall be counted as part of the main building”). The proposed addition includes a single-car garage, a screened porch, a gathering room, buffet area (kitchen), a bathroom, and a gaming room.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west). Since the home generally faces south, has vehicular access from the south, and is addressed to Huntleigh Road; the south property line is considered the front yard. Per Section 1260.08(55) of the Code, *both* the property lines off of Sunnyslope and Wolf are considered corner side yards (“Corner lot means a parcel of land situated at the intersection of any combination of two *or more* streets...”). The proposed addition is 26.92’ from the west (Wolf Road) property line, encroaching into the 50’ corner yard by 23.08’. As shown in Table 1, below, the proposal complies with other applicable zoning requirements.

	Requirement	Proposed
Lot Size	43,560 sf (1 ac)	30,689.7 sf (.705 ac)
Lot Width	150 feet	~199 feet
Setbacks/Yards		
Front (average of block)	15.5 feet	15.5 feet (existing home) 25.167 feet
Corner Side	50 feet	47.167 feet to east (existing home) 26.92 feet to west (proposed addition)
Side (greater of 15% or 15')	~29.85'	N/A
Rear	50 feet	58.75 feet (existing home)
Total Side Yard	30 feet	74.08 feet
Side Load Garage Setback	30 feet	N/A
Floor Area Ratio (varies based on lot size)	22%	16%
Lot (Building) Coverage	20%	13%
Dwelling Size	2,200 sf minimum	5,289 sf

Table 1: Summary of Proposal with Applicable Zoning Requirements as it pertains to proposed development. Proposed variances are highlighted in yellow. Items that comply with the Code are not highlighted.



Figure 1: Required Setbacks (north is to the top)

REQUIRED FINDINGS OF FACT FOR VARIATIONS

The Village Code *requires* that the Zoning Board of Appeals shall make a findings of fact regarding proposed variance(s) [Section 1264.07]. The entirety of these standards, with staff findings of fact and analysis, are attached to this staff report as **Exhibit 1: REPORT OF FINDINGS.**

PUBLIC NOTICE

The Public Hearing notice was published in *The Daily Southtown* on October 20, 2023, in accordance with the Village Zoning Ordinance. At that time a sign was posted on the subject property, and the Village notified neighboring property owners within 350' of the subject property 15-30 days prior to the date of the hearing.

STAFF RECOMMENDATION

The staff has reviewed the application and recommends *approval* of the requested variances.

RECOMMENDED MOTION

Concurring with the findings of fact as contained in **Exhibit 1: Report of Findings**, I move to recommend that the Village Council approve the requested 26.92' corner side yard setback, instead of the required 50' corner side yard setback; as required by Section 1268.02(f) of the Palos Park Village Code; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

*Please note that if the Zoning Board of Appeals desires to make a recommendation to deny the request, the motion should include **specific Findings of Fact** by the Zoning Board of Appeals as to the deficiencies of the requested variance(s) as to the standards set in **Section 1264.07** of the Village Code.*

EXHIBITS:

1. Report of Findings (with staff findings)
2. Aerial Map
3. Zoning Map
4. Topographic Map
5. Staff Photographs of Subject Property
6. Applicant Submittals
 - a. Cover Letter
 - b. Application and Variance Hardship Criteria
 - c. Plans

**VILLAGE OF PALOS PARK – ZONING BOARD OF APPEALS REPORT OF FINDINGS FOR
VARIANCE REQUESTS PURSUANT TO 1264.07 OF THE VILLAGE CODE
Regarding: ZBA Case 2023-02: 20 Huntleigh Road**

Text from the Village Code is provided in “Cambria” 12-point font and staff findings are provided in “Courier New” 11-point font.

1264.07 REPORT OF FINDINGS.

The Zoning Board of Appeals shall report its findings and recommendations in writing to Council within thirty days from the conclusion of the public hearing. In considering all proposed variances to this Zoning Code, the Board shall, before recommending that Council grant a variance, first determine and make a finding of fact that the proposed variance will not merely serve as a convenience to the applicant, but is necessary to alleviate practical difficulties or a demonstrable hardship in the way of carrying out the strict letter of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land, and that:

(a) Site Conditions. There are one or more unusual physical conditions of the site, such as size, shape, or slope, that were not created by a person having an interest in the property, that are unavoidable or uncorrectable, or that are worthy of preservation, such as a creek, wetland, or specimen trees, and that make it a substantial burden to use the property or develop the property, or otherwise result in a substantial loss of value or cause the site to be unable to yield a reasonable return, without a variance.

Finding: There are multiple “unusual physical conditions” for the subject property: the property size (0.705 acres) is less than 1 acre. The applicable zoning setbacks for R-1-A zoned properties are intended for lots of 1 acre or more in size. In addition, the property is unusual in that three of the four sides of the property have frontage along a street, resulting in one front yard and two corner side yards (whereas typical corner lots have one front yard but only one corner side yard). None of these conditions were created by the applicant. Per Code the corner side yard setback is 50’, resulting in a total of 100’ of corner side yard setbacks on the property. Having two corner yards on the property results in an unusual amount of setbacks to apply to a property. In addition, the existing home is angled on the property, which further complicates building an addition on the property.

(b) Development Design. The variation would not merely serve the temporary social or personal convenience of an occupant, and an alternative development plan that would conform to Code would not be suitable for the uses permitted by Code and would not be typical of similar properties in the area.

Finding: The construction of the building addition would be permanent and therefore not serve any temporary convenience. The proposed location

of the pool house addition acts as an additional barrier off of Wolf Road, allowing for increased privacy and a potential reduction in noise and light. Alternative designs miht may result in encroachment into the rear setback and/or potential impact to additional trees on the property.

(c) Community Impact. The variation would retain the essential character, scale, intensity, and open space of the area, and would be in harmony with the purposes of the Zoning Code as stated in Section 1260.02 of this Code, and would not be substantially injurious to other property, or be detrimental to public interests or adopted Village plans.

Finding: The proposed variance for the addition to an existing single-family residence will not alter the essential character and scale of the neighborhood.

In addition, the Board shall look to, and make findings of fact in regard to, those factors set forth in *Section 1260.05(b)(1) through (6) [see below]* in regard to the requested variation. Such findings of fact shall be incorporated in the written report to Council.

The Zoning Board of Appeals may recommend certain limited conditions on the development subject to the variance that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations.

1260.05(b) (1-6):

(1) Existing uses of property within the general area of the property in question;

Finding: The existing uses in the surrounding area are all residential uses. The proposed use is in keeping with residential use.

(2) The zoning classification of property within the general area of the property in question;

Finding: The subject property and the surrounding area are all zoned R-1-A One-Family Dwelling District. Other than the requested variance, the proposed development is in conformance with the requirements of the R-1-A zone.

(3) The suitability of the property in question to the uses permitted under the existing and proposed classifications;

Finding: The existing and proposed residential use of the property is permitted in the R-1-A zone.

(4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the date the property was placed in its present zoning classification;

Finding: The proposed development is consistent with the residential trend of development in the surrounding area.

(5) Proposed uses of property within the general area of the property in question as represented on the Village Comprehensive Plan;

Finding: The proposed development is consistent with the Comprehensive Plan designation of Low Density Single Family Residential.

(6) The frontage and square footage of the land involved and whether or not it adjoins a parcel of land which bears the same zoning district classification as the proposed amendment.

Finding: The subject property is surrounded by other properties also zoned R-1-A.



Village of Palos Park GIS

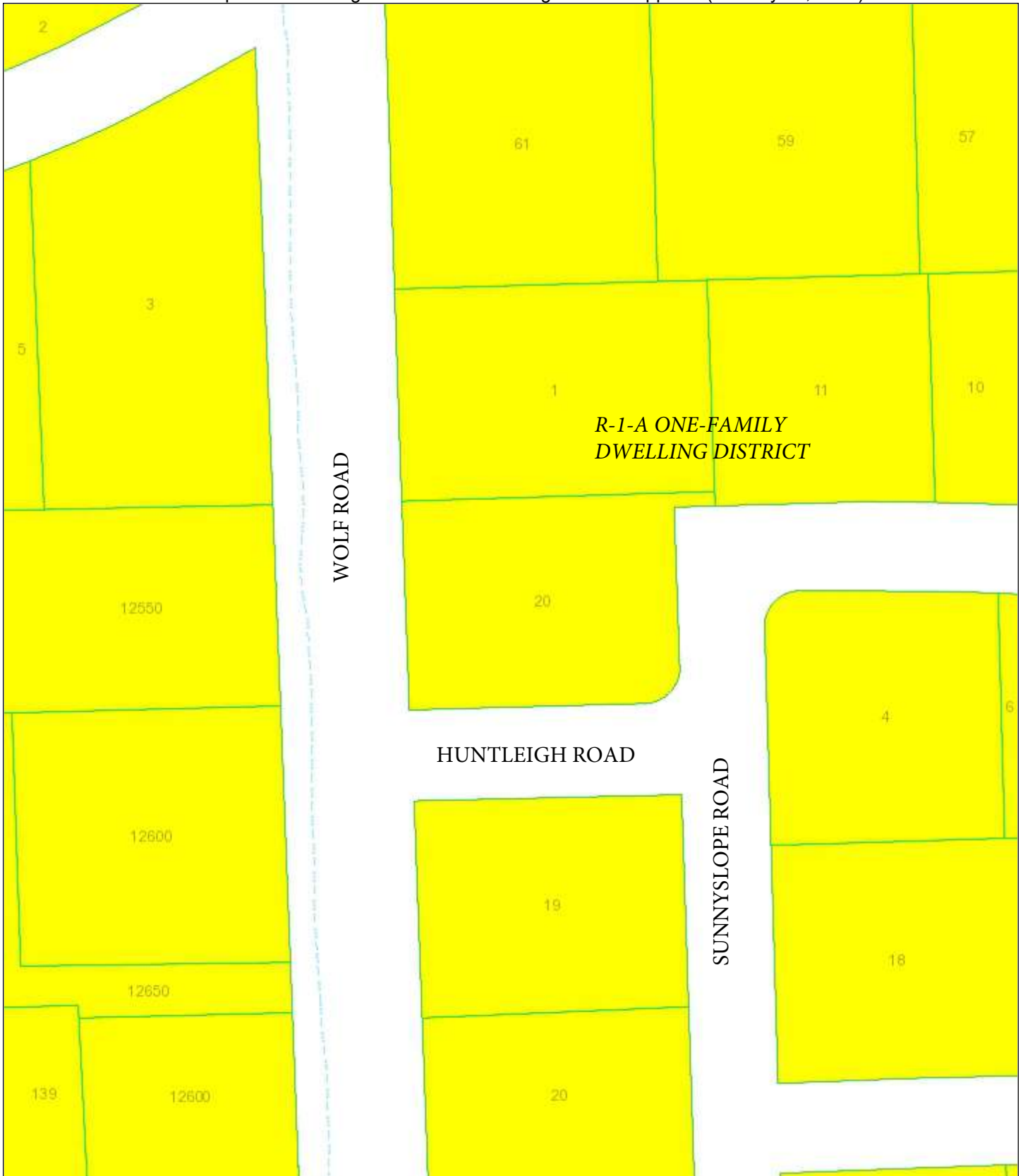


VILLAGE OF PALOS PARK
8999 West 123rd Street
Palos Park, IL 60464
(708) 671-3700

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" = 100'

Print Date: 10/30/2023



Village of Palos Park GIS

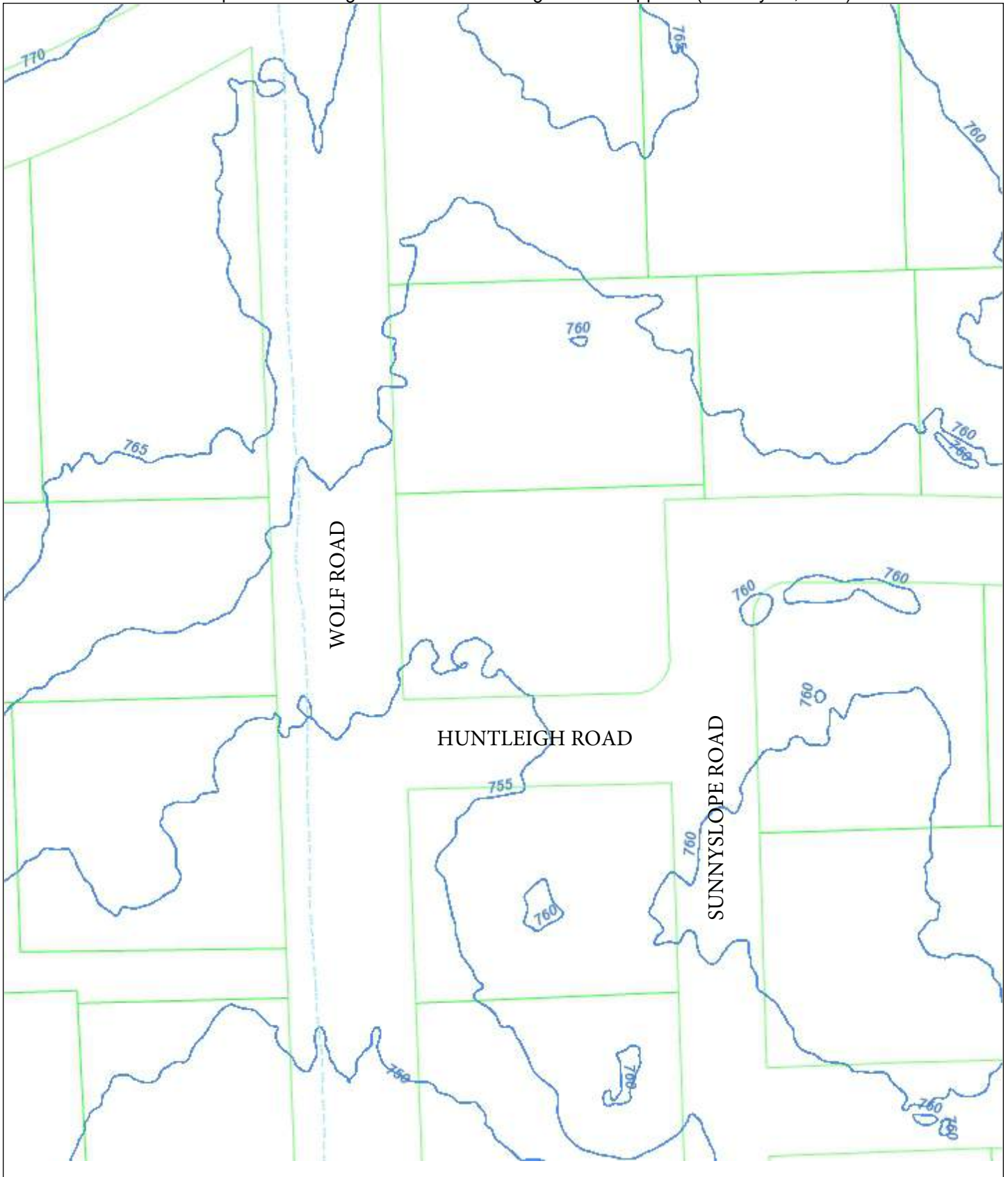


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SCALE: 1" = 100'

Print Date: 10/30/2023







October 6, 2023

To: Mark Herman
Director of Community Development
Village of Palos Park

Mark,

On behalf of the owners attached find the variance application submittal for 20 Huntleigh Rd.

Included are the following:

- Application
- Proof of ownership
- Elevations
- Palos Park FAR calculation chart
- Site plan
- Plat of survey
- Tree inventory

The owners are seeking a variance to the building setbacks for their house located at 20 Huntleigh Road, so they can add a pool house and built-in swimming pool for their family. The house is a corner lot surrounded by Huntleigh Road, Sunny Slope, and Wolf Roads. The only access being from Huntleigh (see site plan). The house was placed at an angle pointing towards the corner intersection of Huntleigh and Sunny Slope. The setback are less than the required by the zoning code, with the Huntleigh setback being only 15'-6". The required setbacks are 50'-0" for corner lots and the results would require a 50'-0" setback from all property lines. The placement of the pool house and pool within these setbacks is less than desirable.

The placement we are proposing would reduce the setbacks as follows. The Huntleigh road side would be 25'-2", Wolf Road at 26'-11" and no changes to either the Sunny Slope side or the rear yard setback. The home sits at the entry to the subdivision, and this variance will serve to improve the security and privacy to the lot as well as limiting the noise pollution from the traffic on Wolf Road. The Wolf road side has dense scrub and brush, with some trees, providing a barrier to the road. Our proposed plans keep this area intact. There is 1 tree (#6) located in the new addition area. The remaining, with proper protection, should not be an issue.

Regarding the F.A.R. and lot coverage, neither will exceed the required maximums.

The overall building height is well within the zoning requirements.

Regards,

Michael Buss

Community Development Department
8999 West 123rd Street
Palos Park, IL 60464
Phone: 708-671-3700
Fax: 708-448-9542
E-mail: permits@palospark.org
Web: www.palospark.org



Applic. Date: _____
File #: _____
Fee: _____

Application for Zoning Board of Appeals

1. Applicant David Conway Daytime Phone _____

Mailing Address 20 Huntleigh Rd Email Address: david@conwaytax.com

2. Owner(s) of Record David Conway and Colleen Delaney Daytime Phone 708-598-0400

Mailing Address 20 Huntleigh Rd

3. Applicant is: Owner Attorney Other Agent (please specify) _____
(Note: A letter of authorization from the owner(s) of record must be attached)

4. Address/Location of Subject Property 20 Huntleigh Rd

5. Permanent Index Number(s) of Subject Property 23-29-303-005-0000

6. Present Zoning Classification R-1-A Proposed Zoning Classification (if applicable) _____

7. Zoning Designations and Uses of properties to the North R-1 A lot South Huntleigh Rd Easement

East Sunny Slope Rd Easement West Wolf Rd Easement

8. Current Use Single Family Proposed Use (if applicable) _____

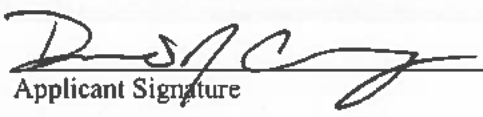
9. Lot Square Footage 30,689.7 Building Square Footage -Current 3,732 Proposed 1,686

10. Explanation of Relief requested - I wish to add onto my home as well as adding a pool. Due to the improper placement of the home when it was built, the front and side yard setback requirements can not be met.

11. Ordinance Section seeking Relief from: 1268.02 R-1-A (E) Front Yard 1268.02 (F) Side Yards

APPLICATION MUST BE FILED WITH ORIGINAL SIGNATURES

I hereby certify that the above statements and all accompanying statements and drawings are true and correct to the best of my knowledge. I hereby consent to the entry in or upon the premises described in this application by any authorized official of the Village of Palos Park for the purpose of securing information, posting, maintaining and removing such notices as may be required by law.


Applicant Signature

10/5/2023
Date

Please note that advertisement of proposed projects prior to Village approval in no way creates an obligation for Village approval. Any advance promotion of a project is done at the risk of the petitioner.

VARIANCE HARDSHIP CRITERIA

The following criteria (Village Code Section 1264.07) are used by the Village to help determine if property conditions are hardships that are sufficient to grant a zoning variance.

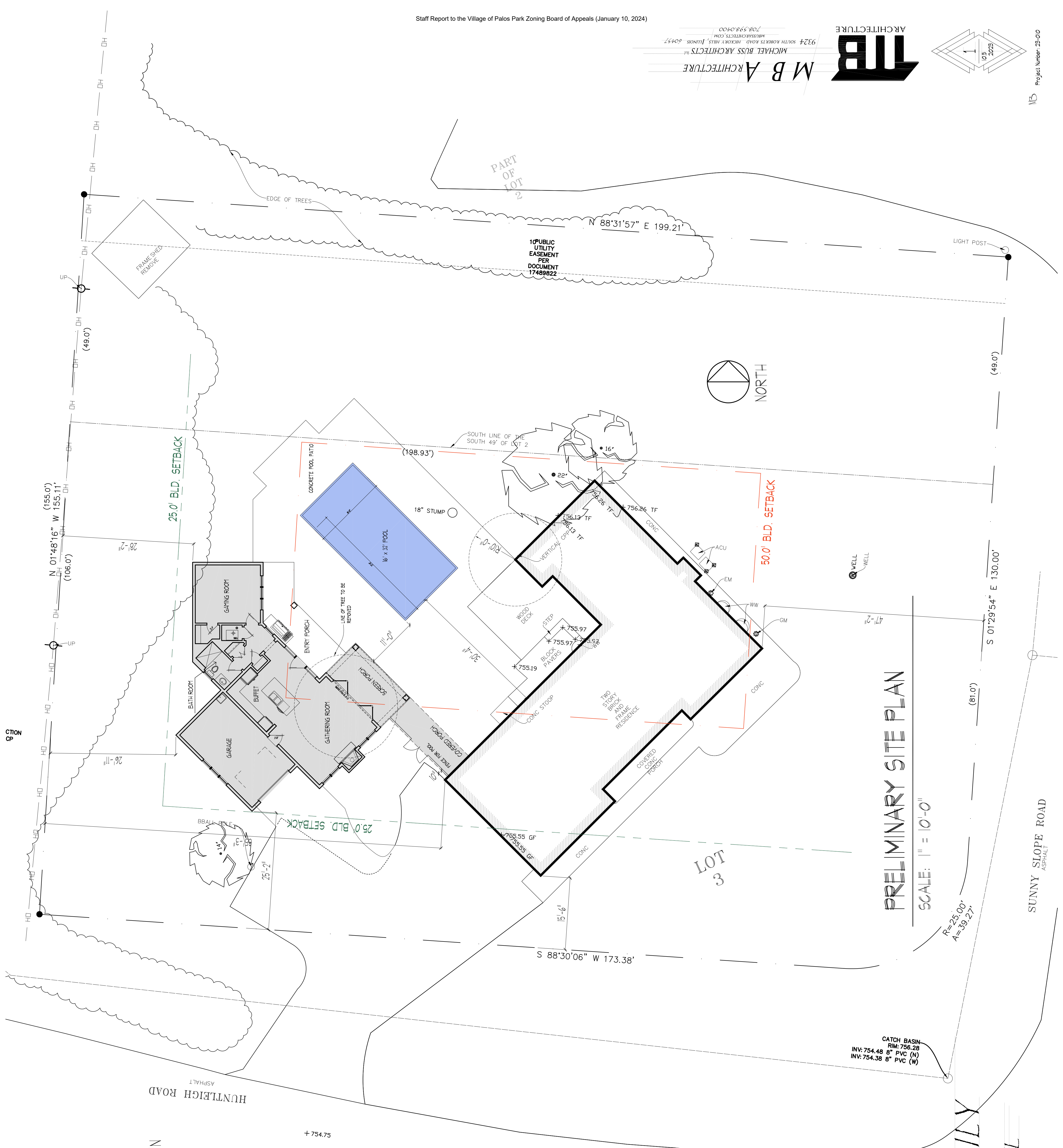
A. Site Conditions

1. What are the unusual physical conditions of the site; such as size, shape, slope, or other natural or manmade features; that make it a substantial burden to use the property or develop the property? ___
The site is a corner lot of approximately 30,689.7 s.f. fronted on 3 sides by streets (Huntleigh, Wolf and Sunny Slope). Assuming the front yard is Huntleigh and Wolf road and Sunny Slope are corner side yards which gives this particular lot 50'-0" setbacks on the front, side, and rear yards. The existing house was also placed closer to Huntleigh Road and Sunny Slope than the current setbacks allow as well as being placed on a severe angle relative to the corner roads. Maintaining a 50'-0" setback when the existing house is 15'-7" creates an extreme hardship on this particular lot, and limits the amount of improvements that can be made. _____
 - a. Were these conditions created by current owners of the property? __NO_____
 - b. Are these conditions unavoidable or uncorrectable? __YES_____
 - c. Are these conditions worthy of preservation? __YES_____
 - d. Is the loss of value or reasonable return due to these conditions substantial? __YES_____

B. Development Design

1. Would the variation serve only the temporary social or personal convenience of the occupant? ___ The home sits at the entry to the subdivision, and this variance will serve to improve the security and privacy to the lot as well as limiting the noise pollution from the traffic on wolf road.

2. Is there another way to design the development that would be suitable for the permitted uses and that does not require a variance? ___ No. ___ Due to the current conditions on this lot relocating the addition and pool will create other variances. _____
 - A. Is this other design similar to other development in the neighborhood? __not that I can locate. _____



PRELIMINARY SITE PLAN
 SCALE: 1" = 10'-0"

R=25.00'
 A=39.27'

CATCH BASIN
 RIM: 756.28
 INV: 754.48 8" PVC (N)
 INV: 754.38 8" PVC (W)

ZONING DISTRICT	R-1-A	
LOT SIZE MINIMUM	43560.0 S.F.	
ACTUAL	30689.7 S.F.	
YARDS	REQUIRED	PROPOSED ADDN
FRONT	50'-0	15'-6 HUNTLEIGH 25'-2
SIDE INT	50'-0	47'-2 SUNNYSLOPE N.A.
SIDE OPP	50'-0	85'-3 WOLF 26'-11
REAR	50'-0	58'-9 N.A.

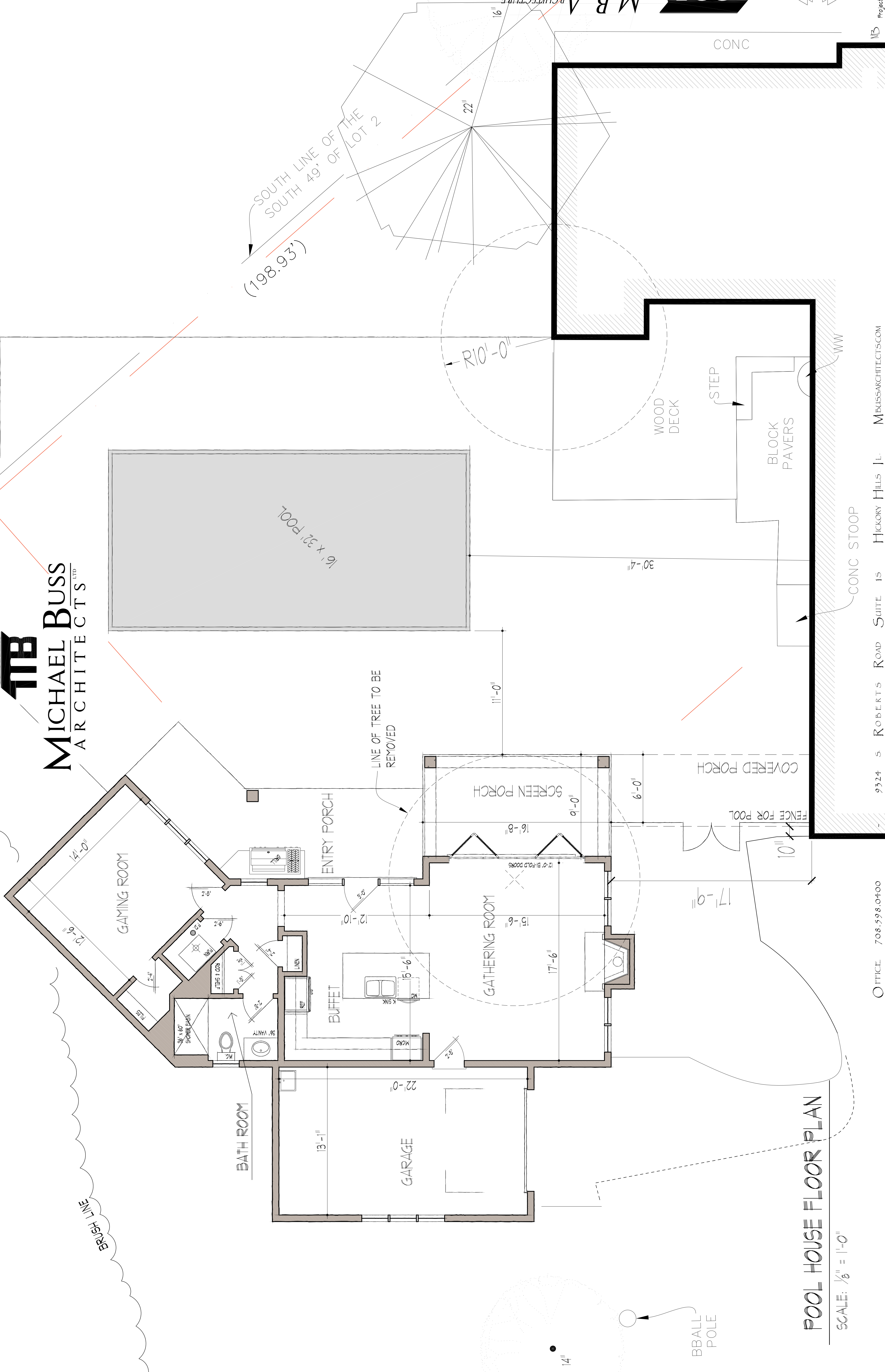
BUILDING HT ADDITION
 25'-0 TO MEAN
 ACTUAL 22'-4

F.A.R.
 (1/2 ACRES TO ACRE = 22%) 30,689.7 X .22 = 6,751.7 S.F.
 ACTUAL 5018 S.F.

LOT COVERAGE
 30689.7 x .2 = 6,137.94
 ACTUAL 4062

Site Plan for:
THE CONWAY FAMILY
 20 Huntleigh Road
 Palos Park, IL

MB
MICHAEL BUSS
ARCHITECTS LTD

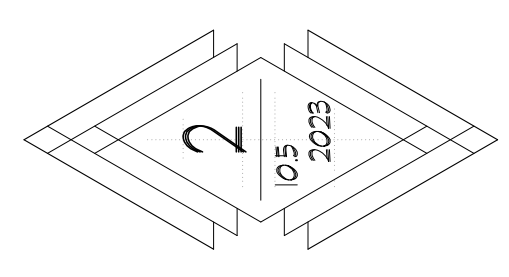


POOL HOUSE FLOOR PLAN
SCALE: 1/8" = 1'-0"

OFFICE 708.598.0400

9324 S ROBERTS ROAD SUITE 15 HICKORY HILLS IL MBUSARCHITECTS.COM

Project Number: 22-00



MB ARCHITECTURE
MICHAEL BUSS ARCHITECTS, LTD.
9324 SOUTH ROBERTS ROAD HICKORY HILLS, ILLINOIS 60437
708.598.0400

SOUTH LINE OF THE SOUTH 49' OF LOT 2
(198.93')

CONC

WOOD DECK

BLOCK PAVERS

STEP

CONC STOOP

WW

COVERED PORCH

FENCE FOR POOL

SCREEN PORCH

GATHERING ROOM

ENTRY PORCH

BUFFET

BATH ROOM

GARAGE

GAMING ROOM

16' X 31' POOL

BRUSH LINE

BBALL POLE

14'

R10'-0"

LINE OF TREE TO BE REMOVED

12'-0" Bifold Doors

15'-6"

16'-8"

6'-0"

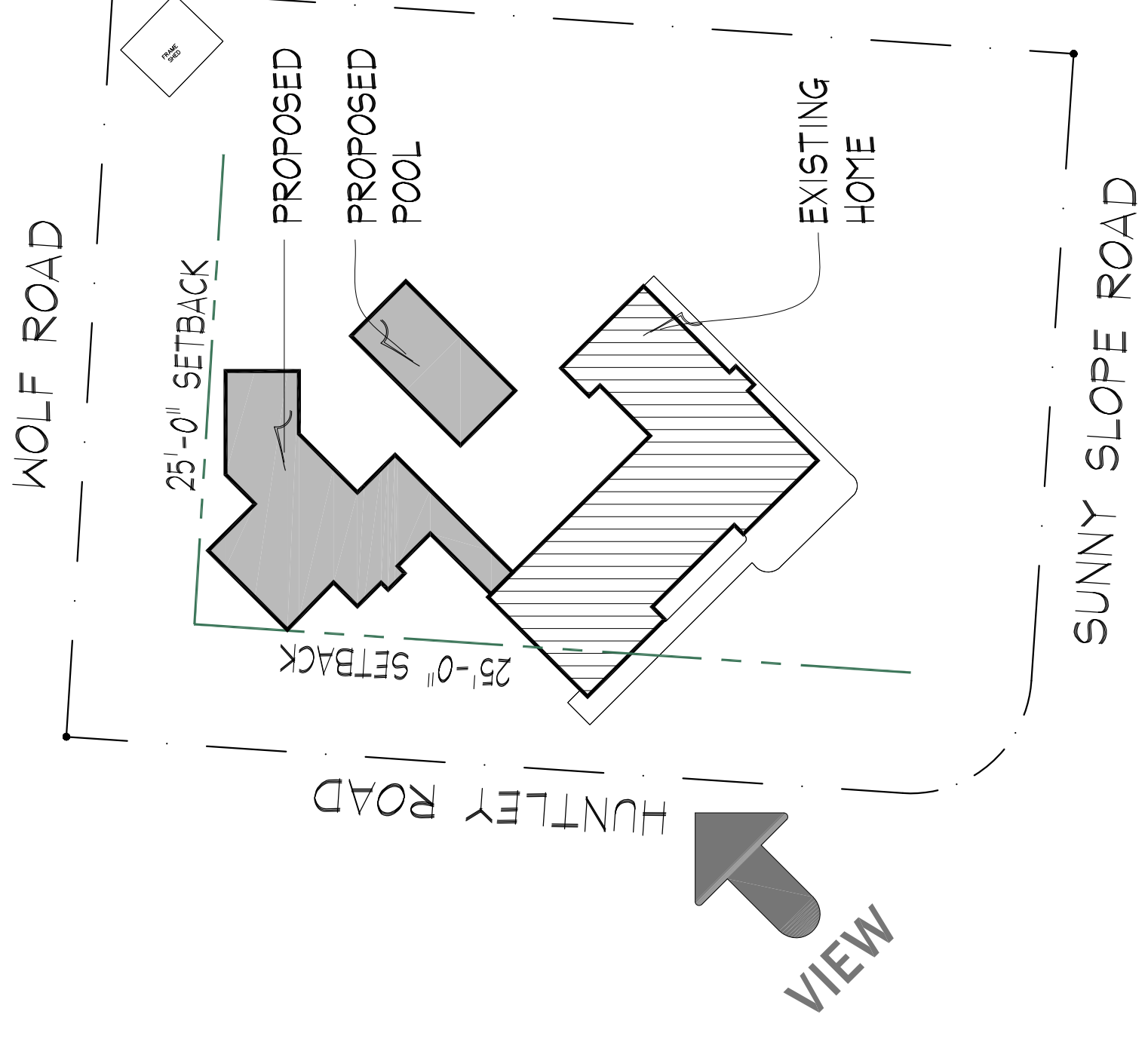
11'-0"

30'-4"

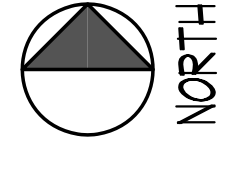
R10'-0"

22"

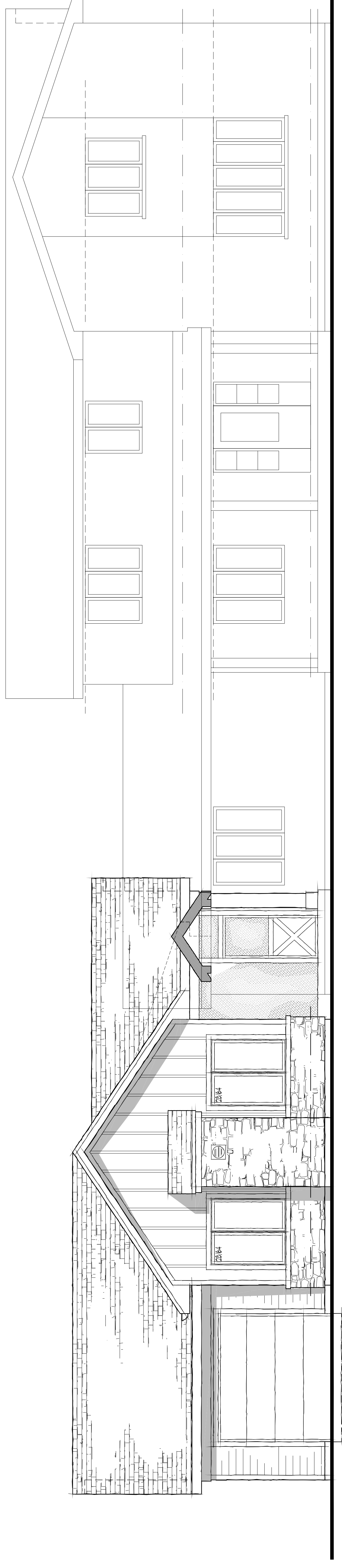
16"



SITE PLAN LEGEND
NO SCALE

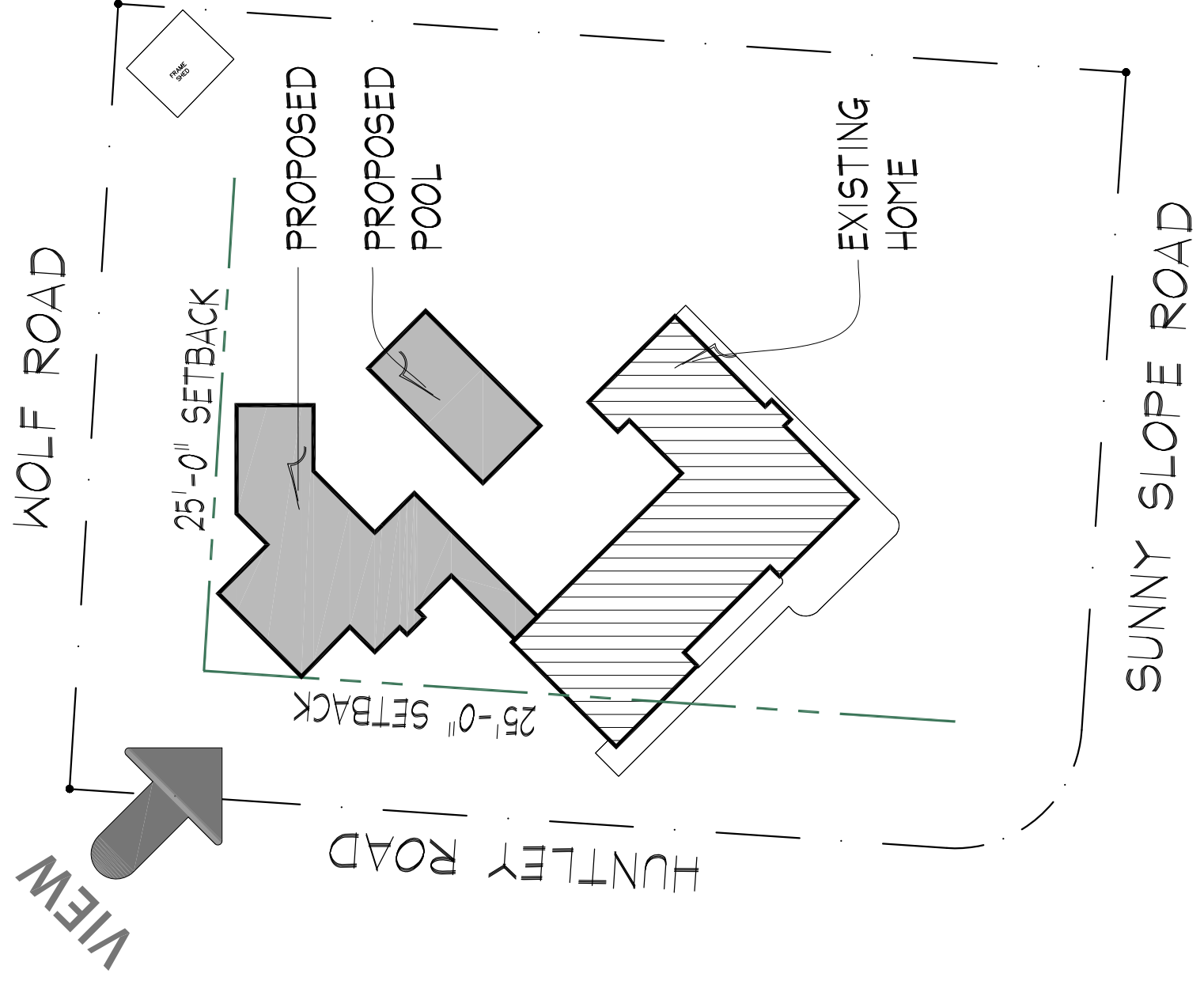


PROPOSED
EXISTING HOME

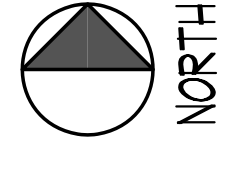


POOL HOUSE ELEVATION

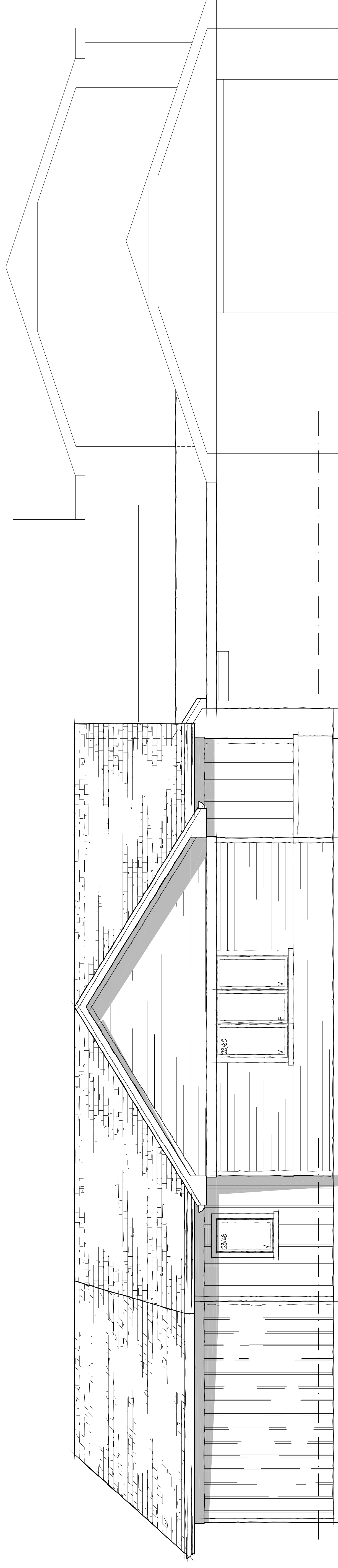
SCALE: 1/8" = 1'-0"



SITE PLAN LEGEND
NO SCALE

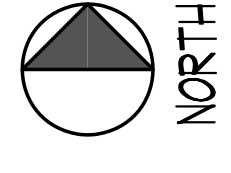
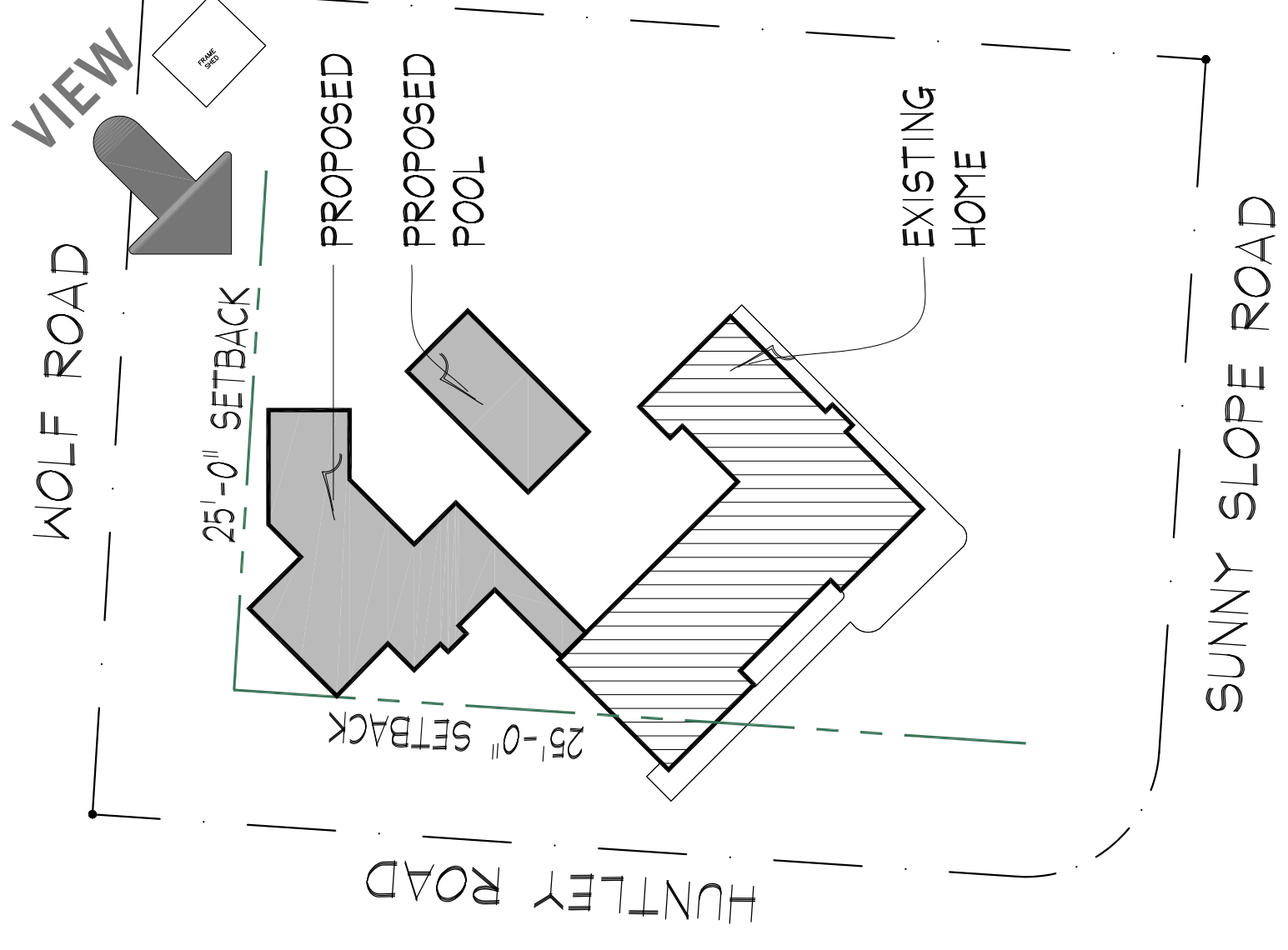
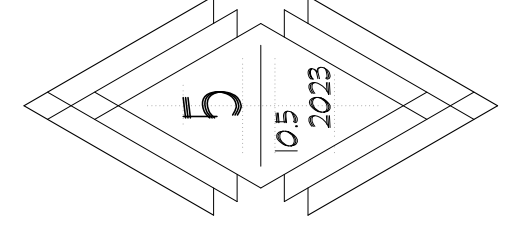


PROPOSED
EXISTING HOME

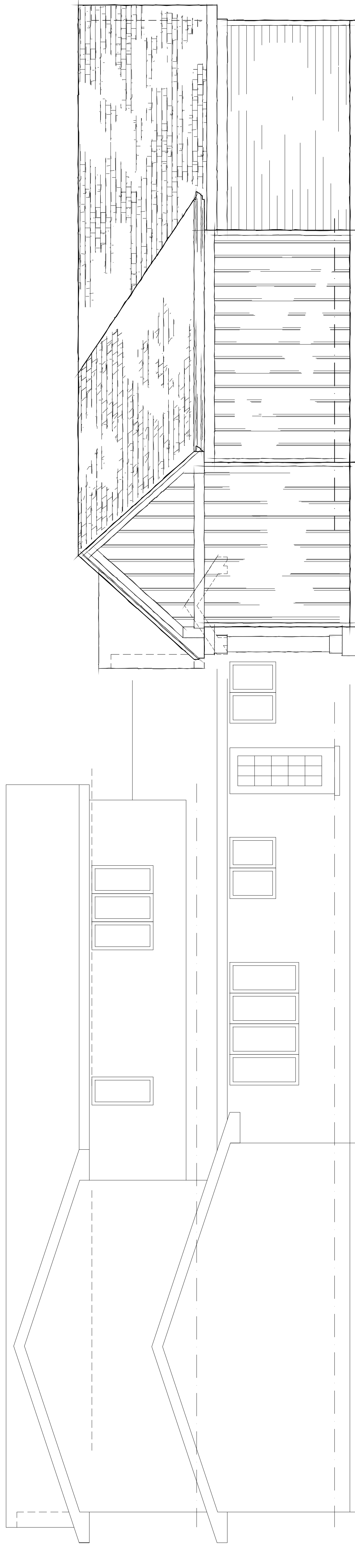


POOL HOUSE ELEVATION

SCALE: 1/8" = 1'-0"

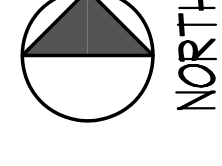
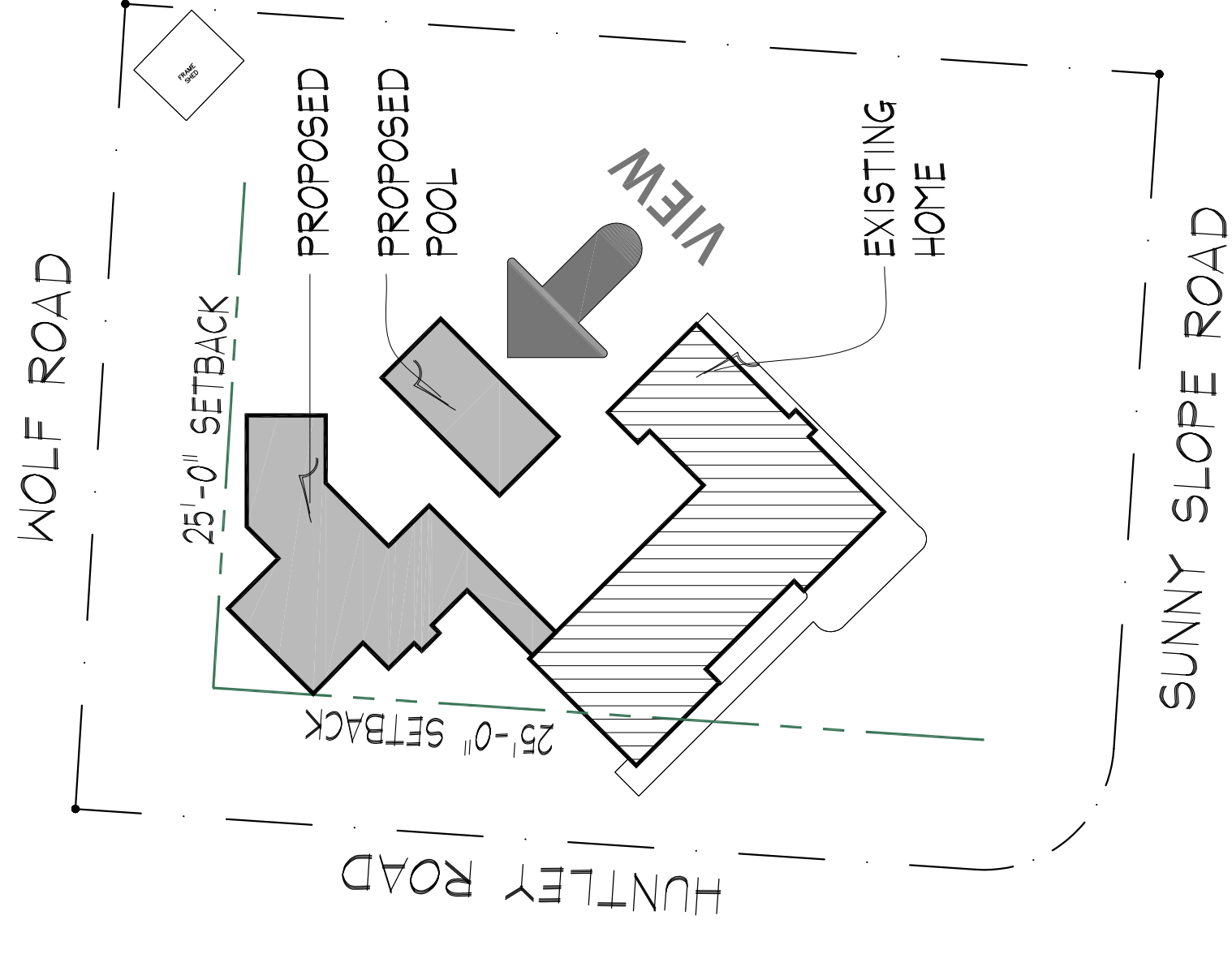


SITE PLAN LEGEND
NO SCALE



POOL HOUSE ELEVATION

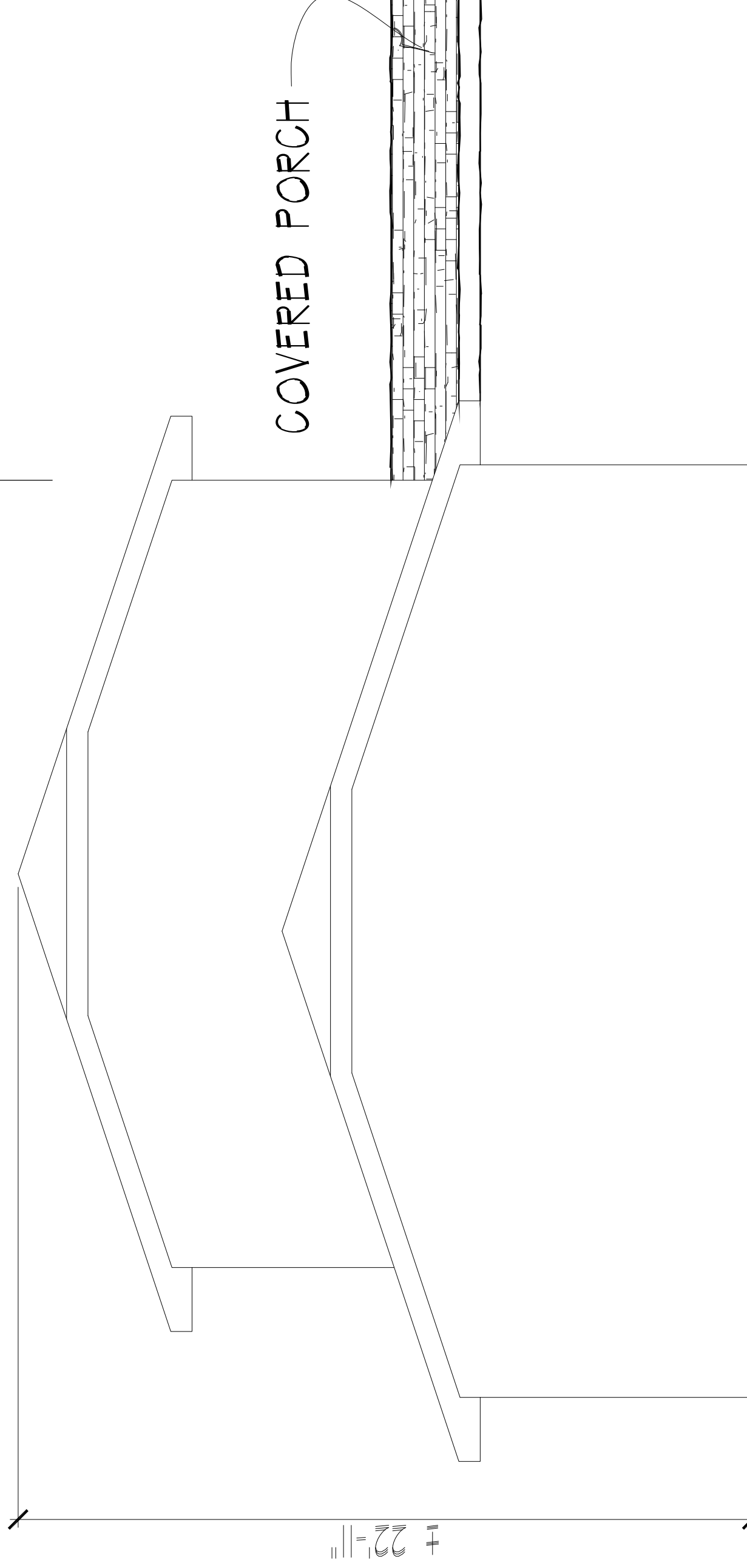
SCALE: 1/8" = 1'-0"



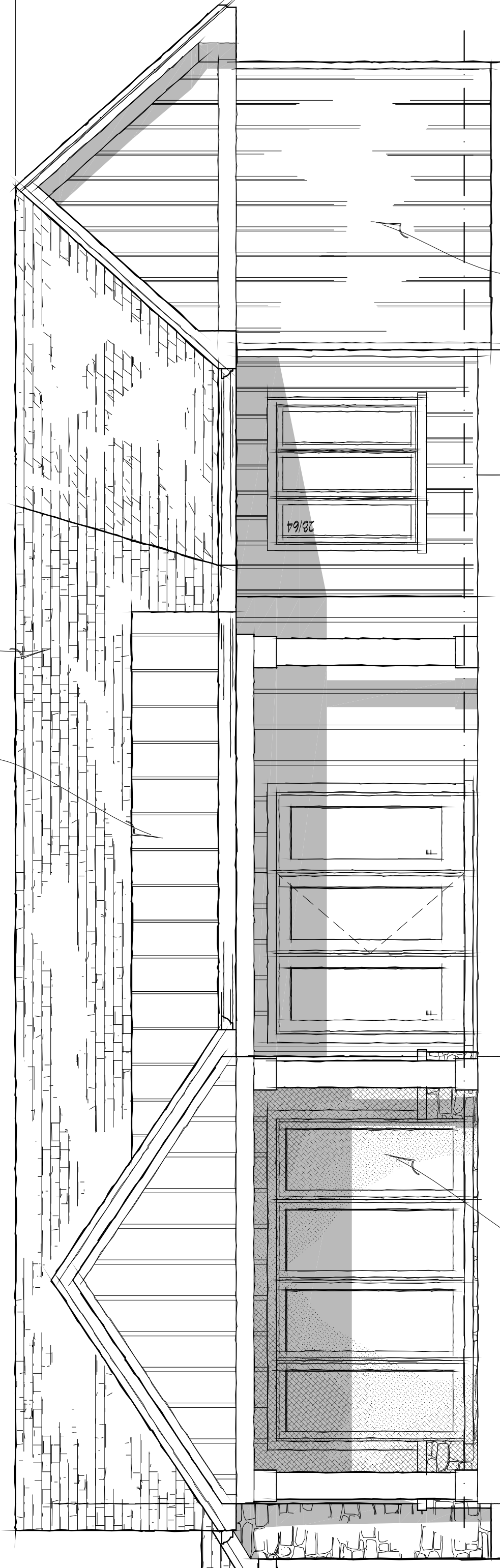
SITE PLAN LEGEND
NO SCALE

EXISTING HOME

PROPOSED



ASPHALT ROOF
METAL ROOF



SCREENED PORCH

BOARD + BATTEN SIDING

POOL HOUSE ELEVATION

SCALE: 1/8" = 1'-0"

PALOS PARK FLOOR AREA RATIO CALCULATION
Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)

Date: _____ Address: 20 HUNTLEIGH ROAD

1. LOT AREA: 30689.7 s.f.
2. BASEMENT: N.A. s.f.
() (One-half or more of the floor to ceiling height is above the average grade of the dwelling).
3. FIRST FLOOR: 1720 s.f. + 907 ADDITION
4. SECOND FLOOR: 1356 s.f.
5. ATTIC (HOUSE): N.A. s.f.
6. GARAGE (HOUSE): 656 s.f. + 315 ADDITION
7. GARAGE (ATTIC): N.A. s.f. + 464 PORCH
8. TOTAL (House/Garage/Attic) AREA: 5289 s.f.
1720 + 1356 + 656 + 907 + 315 + 464 = 5418 - (400)** = 5018
9. ALLOWABLE GROSS FLOOR AREA: 6751.7 s.f.
Formula: ($\frac{1}{2}$ ACRES TO ACRE = 22%) $30689.7 \times .22 = 6751.7$ S.F.
() x () * = _____
Lot Area
10. ALLOWABLE BUILDING COVERAGE: 6137.9 s.f.
Formula:
(30689.7) x 2 = 6137.9 s.f.
Lot Area

* $\frac{1}{2}$ acre or less 23%, over $\frac{1}{2}$ acre to 2 acres 22%, over 2 acres 21.5%

** $\frac{1}{2}$ acre or less 750 s.f., over $\frac{1}{2}$ acre but less than 1 acre 400 s.f.

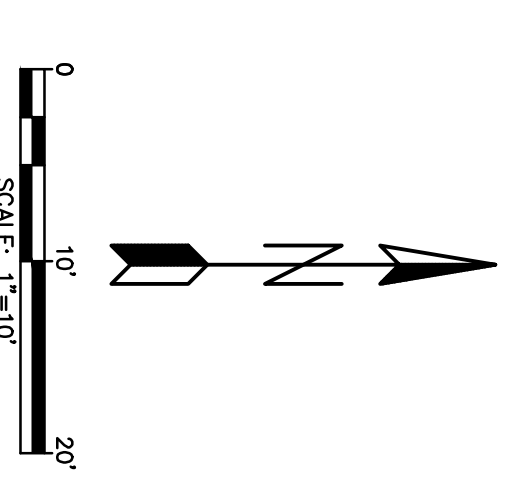
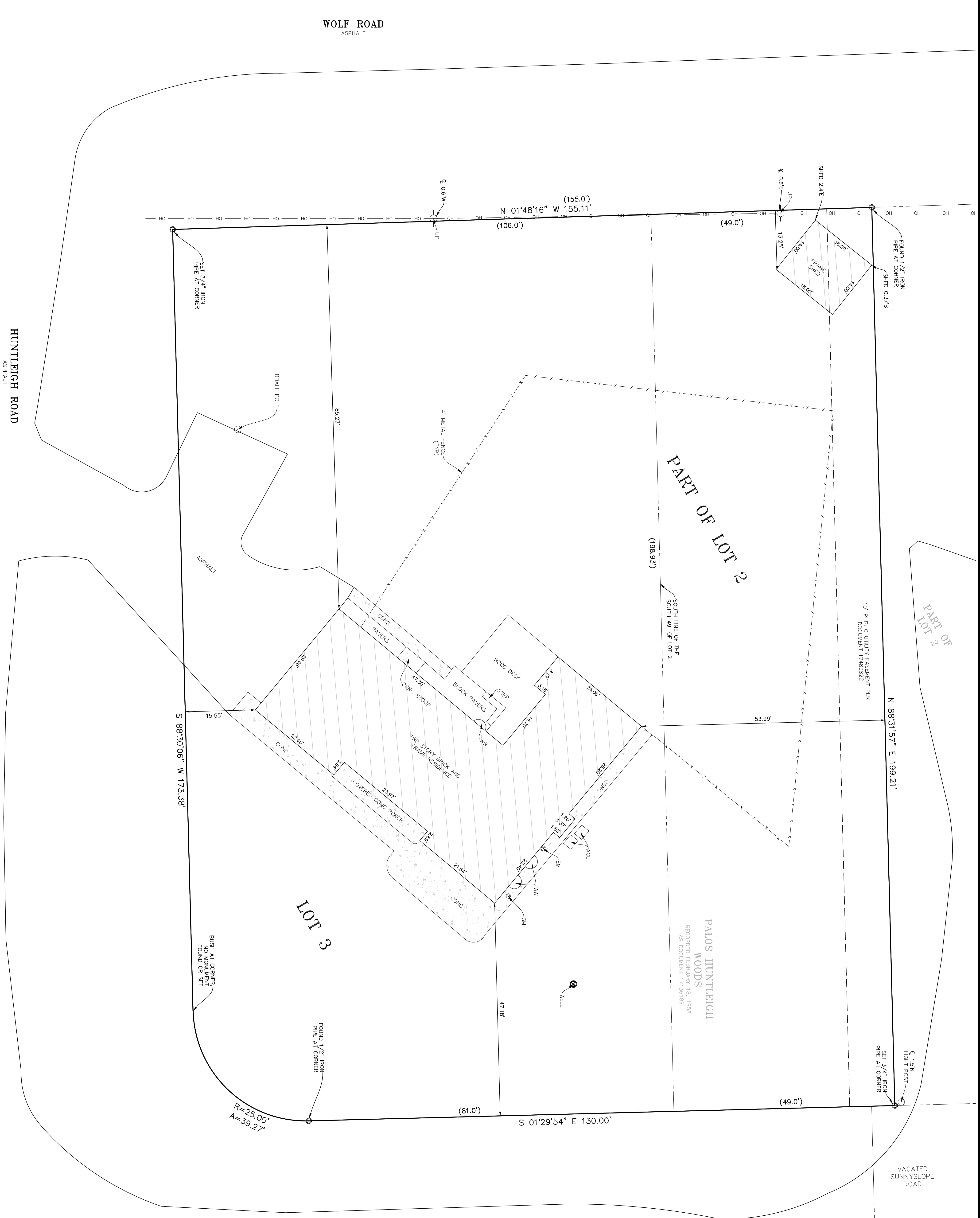
1 acre = 43,560 s.f.

PLAT OF SURVEY

LOT 3 AND THE SOUTH 49 FEET OF LOT 2 IN PALOS HUNBLEIGH WOODS, A SUBDIVISION IN THE SOUTHWEST 1/4 OF SECTION 29, TOWNSHIP 37 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.L.N.: 23-29-303-005

COMMONLY KNOWN AS: 20 HUNBLEIGH ROAD, PALOS PARK, ILLINOIS
SURVEY AREA: 30,690 SQUARE FEET (0.705 ACRES±)



- LEGEND**
- = PROPERTY LINE
 - - -= LOT LINE
 - - -= EASEMENT LINE
 - - -= EX. FENCE
 - - -= EX. OVERHEAD WIRE (APPROXIMATE LOCATION)

- ABBREVIATIONS**
- A= ACU
 - AG= ARC LENGTH
 - CONC= CONCRETE
 - CPP= CORRUGATED PLASTIC PIPE
 - E= EAST
 - EM= ELECTRIC METER
 - GM= GUM
 - MB= MAILBOX
 - NC= NORTH
 - NVC= NORTH VERTICAL CHLORIDE PIPE
 - R= RADIUS
 - RCOP= REINFORCED CONCRETE PIPE
 - SP= SPLIT
 - VP= WITHEDED CLAY PIPE
 - W= WELL
 - WM= MESSON WELL
 - XXX'XX'= MEASURED DIMENSION
 - (XXX'XX')= RECORD DIMENSION

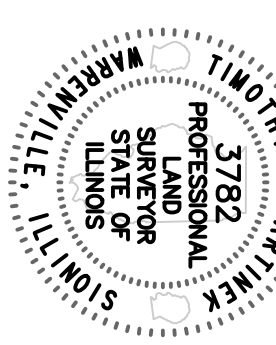
GENERAL NOTES

1. THE BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM - EAST ZONE (NAD 83).
2. CHECK LEGAL DESCRIPTION WITH RECORD OR THE POLICY AND REPORT ANY DISCREPANCY IMMEDIATELY. BUILDING LINES AND EASEMENTS, IF ANY, SHOWN HEREON ARE AS SHOWN ON THE RECORDED SUBDIVISION OR AS INDICATED.
3. ALL AREAS LISTED IN THE AREA SUMMARY TABLE ARE MORE OR LESS.
4. ALL DISTANCES ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.
5. SURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OR UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES WHICH MAY AFFECT THE USE OR DEVELOPMENT OF THIS TRACT.

STATE OF ILLINOIS

1. THOMAS B. MARINER, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 032-003782 HEREBY CERTIFIES THAT HE HAS SURVEYED THE ABOVE PROPERTY AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. GIVEN UNDER MY HAND AND SEAL, THIS 28th DAY OF SEPTEMBER, 2023.

Thomas B. Mariner
THOMAS B. MARINER
PROF. LAND SURVEYOR
NO. 032-003782
LICENSE EXPIRES NOVEMBER 30, 2024
DESIGN FIRM PROFESSIONAL LICENSE NO. 184-001186
LICENSE EXPIRES APRIL 30, 2025



REVISIONS	DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

ENGINEERING RESOURCE ASSOCIATES
36701 WEST AVENUE, SUITE 150
CHICAGO, ILLINOIS 60659
PHONE: (630) 393-3080
FAX: (630) 393-2182

10 S. RIVERSIDE PLAZA, SUITE 875
CHICAGO, ILLINOIS 60606
PHONE: (312) 474-7844
FAX: (312) 474-6099

2446 GALEN DRIVE
CHICAGO, ILLINOIS 61821
PHONE: (217) 351-8268
FAX: (217) 355-1902

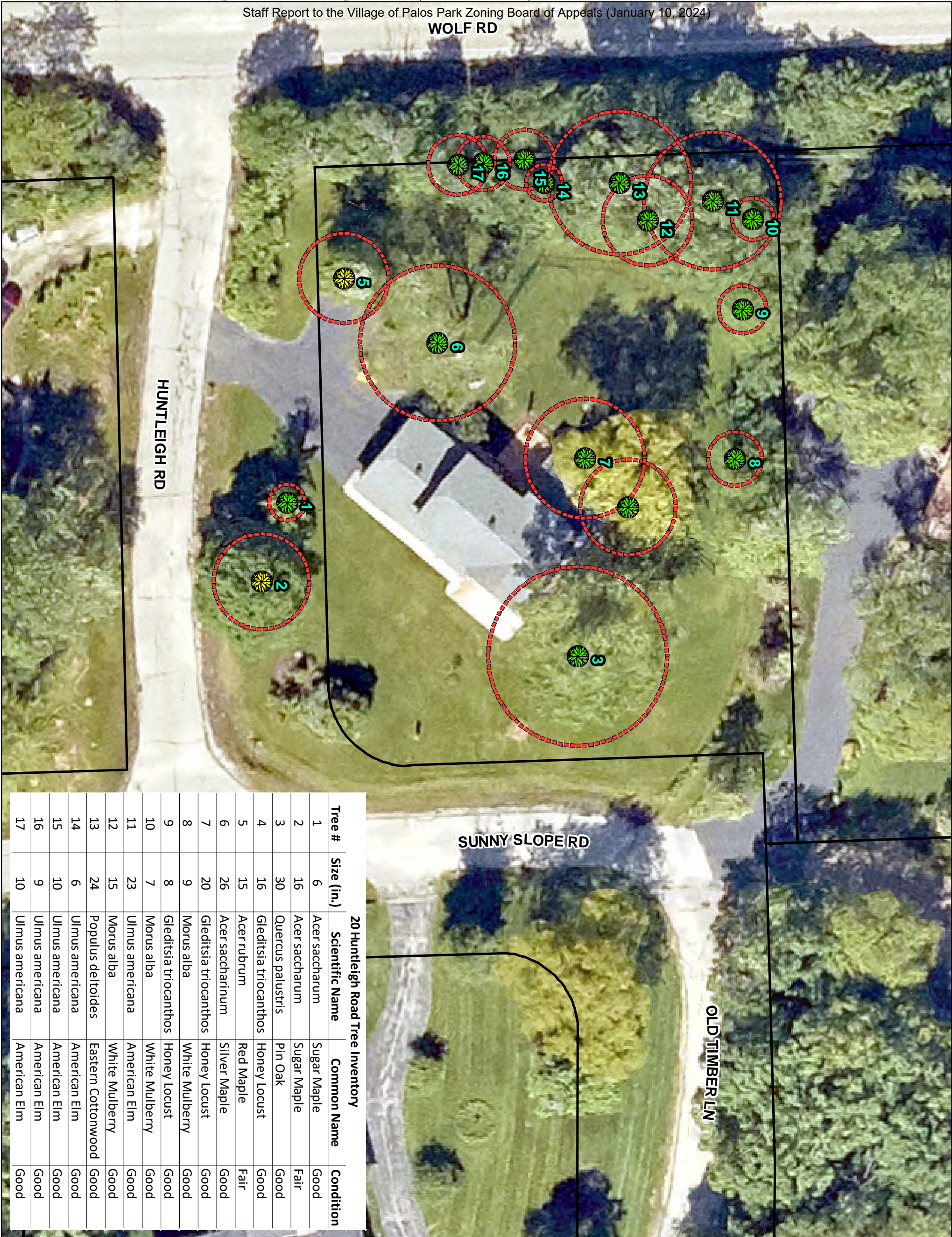
PREPARED FOR:
CONWAY

PLAT OF SURVEY
20 HUNBLEIGH ROAD
PALOS PARK, ILLINOIS

SCALE: 1"=10'
DATE: 09-28-2023
JOB NO: W23249.00
SHEET 1 OF 1

Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)

WOLF RD



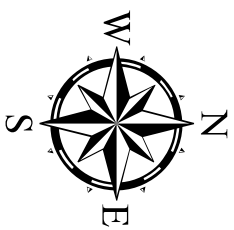
20 Huntleigh Road Tree Inventory				
Tree #	Size (in.)	Scientific Name	Common Name	Condition
1	6	Acer saccharum	Sugar Maple	Good
2	16	Acer saccharum	Sugar Maple	Fair
3	30	Quercus palustris	Pin Oak	Good
4	16	Gleditsia triocanthos	Honey Locust	Good
5	15	Acer rubrum	Red Maple	Fair
6	26	Acer saccharinum	Silver Maple	Good
7	20	Gleditsia triocanthos	Honey Locust	Good
8	9	Morus alba	White Mulberry	Good
9	8	Gleditsia triocanthos	Honey Locust	Good
10	7	Morus alba	White Mulberry	Good
11	23	Ulmus americana	American Elm	Good
12	15	Morus alba	White Mulberry	Good
13	24	Populus deltoides	Eastern Cottonwood	Good
14	6	Ulmus americana	American Elm	Good
15	10	Ulmus americana	American Elm	Good
16	9	Ulmus americana	American Elm	Good
17	10	Ulmus americana	American Elm	Good

**EXHIBIT 1
TREE
INVENTORY
20 HUNTLEIGH RD
PALOS PARK, IL**

Legend

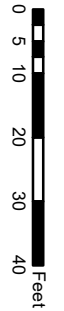
- Parcels
- Tree Root Buffer
- Trees**
- Good
- Fair

Condition



**ENGINEERING
RESOURCE ASSOCIATES**

1 inch = 30 feet





VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: March 11, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Approve the proposal from Comfort Zone to provide the 2024/25 maintenance on Village HVAC Systems.

BACKGROUND/HISTORY:

Public Works is requesting the Village Council to approve an agreement with Comfort Zone Heating and Cooling to provide yearly maintenance for the Village owned buildings including the Kaptur Center, the Recreation Building, the Water Pump Station, the Public Works Garage, the METRA Station, and the rental house. Performing maintenance on a regularly scheduled basis can help identify a potential breakdown before it turns into a costly service call and repair bill. Over the last two years the Village has used Comfort Zone with superior results. They have provided faster response times and more value on repair and replacement costs with better results. The proposal for the 2024/25 budget year is the same cost as 2023, \$ 7,758.00. This will be included in the 2024/25 Budget.

STAFF RECOMMENDATION:

Staff recommend approving the invoice from Comfort Zone.

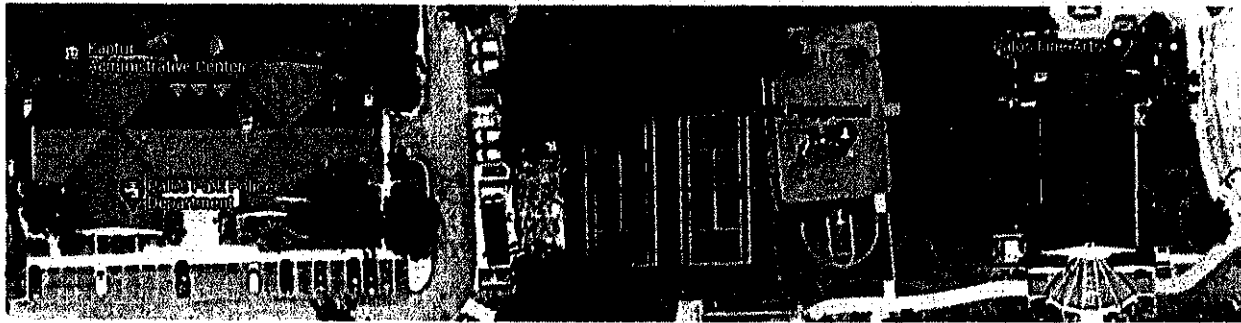
RECOMMENDED MOTION:

I move to approve the proposal from Comfort Zone in the amount of \$7,758.00 to provide the yearly maintenance on the Village owned HVAC Systems.

FY 2025

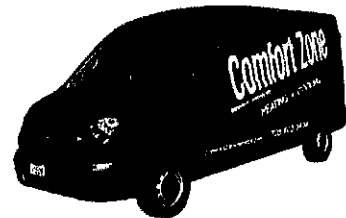


HVAC Maintenance and Service Program



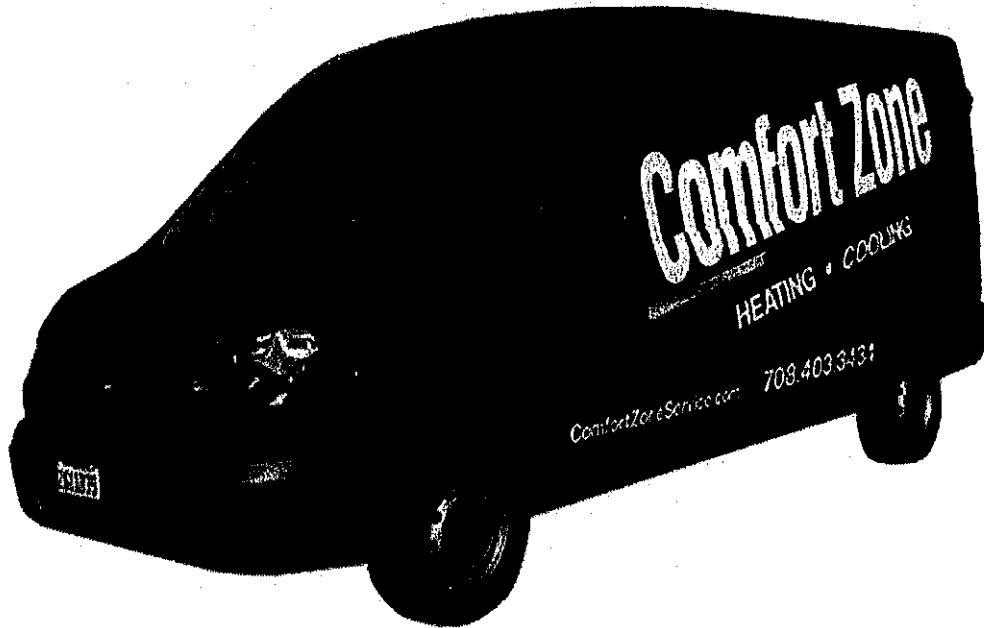
Service Locations:

- Village Hall** - 8999 123rd St. Palos Park, IL 60464
- Recreation Center** - 8901 123rd St, Palos Park, IL 60464
- Public Works Building** - 8912 131st St, Palos Park, IL 60464
- Metra Station** - 123rd St. & 82nd Ave. Palos Park, IL 60464
- Pump House** - 12101 SW Hwy, Palos Park, IL 60464
- Rental House** - 12309 S 90th Ave, Palos Park, IL 60464



Prepared By: Chad Stanek

Commercial Services Representative
Direct Phone – 708-334-2863
Email – Chad@ComfortZoneService.com



Did You Know?

- A refrigerant undercharge of only 10% can increase operating costs by almost 20%. This is why Comfort Zone Service uses state of the art digital gauges, delivering the most accurate charge available. We first determine a temperate drop across your cooling coil, then deliver a 100% accurate charge utilizing superheat and sub cooling temperatures.
- Some air conditioning and heating problems can DOUBLE operating costs without reducing comfort.
- Up to 80% of all air conditioning and heating failures could be eliminated if the problem that led to the failure were corrected during routine cleaning.
- Refrigerant should never need to be replaced. If it must be added every year, there is an expensive leak that should be repaired. Comfort Zone Service uses state of the art leak detection equipment.
- A dirty evaporator, condenser and blower could increase electrical usage by 50% or more.



Coverage

Equipment: Comfort Zone Service agrees to perform maintenance on equipment included on the attached equipment schedule.

Labor: Comfort Zone Service agrees to perform maintenance tasks as described in the attached scope of work during straight time hours, unless otherwise noted. The Customer agrees to pay for all calls, repairs, or other costs on a quoted basis, subject to approval by customer.

Parts: Included in this agreement are routine maintenance parts as follows:

Parts	Frequency
MERV 8 Pleated Air Filters (Customer Supplied)	Quarterly Change
System Belts	Annual Supply & Change

Scope of Work: Please refer to the scope of work section for specific maintenance procedures to be performed on your equipment. However, here is a brief overview:

Scope	Frequency
Maintenance Visit Frequency	Quarterly
Condenser Coil Cleaning	Annually

24 Hour Emergency Service: Comfort Zone Service will provide emergency service 24 hours a day, 7 days a week to reduce the costs and disruptions of downtime when unexpected problems occur. The cost for emergency service is not included within the scope of this maintenance agreement.

Priority Response: Customers covered under a maintenance program will receive priority response over all non-agreement customers. Typical response time for emergencies is within 24 hours from the time service call is placed. However, high call volume and inclement weather may increase response time accordingly.

Labor Discount: For service calls and repairs outside the scope of this agreement, customer will receive a 10% labor discount.

Benefits

Reduce Unplanned Downtime: Performing maintenance on a regularly scheduled basis can help identify a potential breakdown before it turns into a costly service call. Although it is impossible to eliminate all breakdown situations, in most cases being proactive rather than reactive can reduce unplanned downtime & reduce unexpected repair costs.

Increase Energy Efficiency: Through the course of each heating and cooling season your HVAC systems (whether it's a boiler, forced air system, water heater etc.) will accumulate dirt, dust, debris, soot and scale which all have an impact on the performance of your system. Buildup can impact your system's performance by reducing its ability to transfer heat – causing your system to run harder and longer. Ensuring proper operation and cleanliness of your HVAC systems is essential to reducing their operating costs.

Decrease Repair Costs: During each maintenance visit Comfort Zone Service will also inspect covered equipment to see if any proactive steps/repairs should be made to the unit before a major failure or emergency call is prompted.

Improve Building and Equipment Safety: During each visit not only are we performing maintenance, but we also checking the built in safety mechanisms of covered equipment. Exhaust, boiler, refrigerant and gas fired systems all have safeties and/or limit switches which should be tested on a regular basis. Ensuring proper operation of these components will help improve the safety of building occupants and help ensure proper/safe operation of equipment.

Increase Equipment Life Expectancy: As with any mechanical piece of equipment, maintenance is a key component to maximizing the life expectancy of your equipment & retaining asset value. Setting up a program with quarterly, semiannual or annual inspections can help maximize the life expectancy of your heating, cooling systems.

Review of Comfort Zone Service's Capabilities

HVAC: Comfort Zone Service's HVAC services consist of the installation, integration, repairs, or start-up of HVAC systems. Our areas of expertise include: Air Handlers, Boilers, Burners, exhaust systems, heat recovery systems, hydronic systems, rooftop units, and ventilation systems. Comfort Zone Service's qualified service technicians are capable of solving all of your heating, ventilation, and air conditioning needs.

Boiler Service & Repair: Comfort Zone Service's boiler services consist of the erection, installation, repair and preventative maintenance of boilers. The services include: auxiliary equipment, boiler washouts, condensate/expansion tank repair/installation, internal inspections, stack repair and replacement. We are well equipped to service and repair all types of boilers.

Additional Capabilities:

- Custom Sheet Metal Fabrication and Installation
- Electrical Service
- Piping Fabrication and Installation
- 24 Hour Emergency Service

Contact Information

Customer Contact Information

Customer: Village of Palos Park

Contact: Fidel Castillo

Mobile: 708-935-2296

Email: fcastillo@palospark.org

Comfort Zone Service Office

Main Office Phone: 708-403-3434

After Hours Emergency: 708-334-0570

Main Office Address: 9910 W. 190th Street Ste. K - Mokena, IL 60448

Comfort Zone Service Key Personnel Contact Information

Glen A. Stanek – Service Manager

Mobile: 708-334-0570

Email: Glen@ComfortZoneService.com

Chad Stanek – Account Representative

Mobile: 708-334-2863

Email: Chad@ComfortZoneService.com

Scope of Work

Packaged Rooftop Units

Cooling Season Maintenance

- Inspect air filters and change per contract.
- Check condensate drain pans and piping for blockage, clean as needed.
- Inspect condensing coils and clean per contract.
- Inspect evaporator coils.
- Check and tighten fan mounting hardware as needed.
- Inspect operation of unit dampers.
- Inspect damper linkages, lubricate as needed.
- Inspect and lubricate fan shaft bearings, as applicable.
- Check belt tension and adjust as needed.
- Inspect supply fan belt(s) and change per contract.
- Inspect and tighten wire terminal connections.
- Check unit operating conditions and temps.
- Check and tighten electrical connections, contactors and relays.
- Check starter, tighten all terminals and check contacts for wear.
- Check/lubricate motor & fan bearings per manufacturer's specifications.
- Lubricate and adjust dampers, linkage, and controls.
- Check motor operating conditions and amperage.
- Check economizer operations, clean and adjust as necessary (if applicable).

Heating Season Maintenance

- Inspect air filters and change per contract.
- Inspect gas train.
- Inspect heat exchanger for any cracks, corrosion or holes.
- Check combustion air blower for dirt/buildup, clean as needed.
- Check and tighten fan mounting hardware as needed.
- Inspect operation of unit dampers.
- Inspect damper linkages, lubricate as needed.
- Inspect and lubricate fan shaft bearings, as applicable.
- Check belt tension and adjust as needed.
- Inspect supply fan belt(s) and change per contract.
- Inspect and tighten wire terminal connections.
- Check unit operating conditions and temps.
- Check and tighten electrical connections, contactors and relays.
- Check starter, tighten all terminals and check contacts for wear.
- Check/lubricate motor & fan bearings per manufacturer's specifications.
- Lubricate and adjust dampers, linkage, and controls.
- Check motor operating conditions and amperage.
- Check economizer operations, clean and adjust as necessary (if applicable).

Exhaust Fans

Annual Maintenance

- Check unit operation.
- Lubricate fan bearings as needed.
- Inspect fan belt(s) and change per contract (as applicable).
- Check belts and sheaves adjust as required (as applicable).
- Check unit for excessive noise and vibration.

Discounts and incentives

Discounted Service Rate

Service Agreement customers will receive 10% off all repairs.

Response Time: Comfort Zone Service's agreement customers in good standing will receive priority service over all non-agreement customers. Typical response time can be expected within 24 hours from time service call is placed. Occasionally, inclement weather and high call volume may increase response time accordingly.

Warranty: 120 days on labor and workmanship. Parts/Equipment manufacturers warranty is provided to customer/end user. Depending on item manufacturer's warranty is typically one (1) year.

This program has been created to provide the Customer with an ongoing, comprehensive maintenance program. The Customer is informed of the program's progress and results on a continuing basis via detailed Work Order Tickets, presented after each service call for Customer's review, approval signature and record.

Agreement Term

The initial term of this agreement is one (1) year. This agreement shall automatically renew. Should either party wish to engage in an additional term, either party may request a proposal to extend the agreement for an additional term by written notice to the other party thirty (30) days prior to the expiration of the initial term.

Compensation

The agreement price is payable quarterly in advance:

Metra Station = \$89.00 Bi-Annual Visits

- (1) Trane Furnace = \$89 Each, Annual Visit in Fall
- (1) Trane AC = \$89 Each, Annual Visit in Spring

Public Works Building = \$178.00 Fall Visit

- (2) Hanging Heaters = \$89 Each, Annual Visit in Fall

Pumping Station = \$211.25 Quarterly Visits

- (1) Trane Air Handler and Lennox AC = \$189 Each, Quarterly Visit
- (1) Hanging Heater = \$89 Each, Annual Fall Visit

Recreation Center = \$560 Quarterly Visits

- (1) Front NE Office Unit = \$89 Each, Biannual Visit
- (1) Front NW Office Unit = \$89 Each, Biannual Visit
- (2) Basement Classroom East Side = \$89 Each, Annual Visit in Spring
- (2) Basement South Room = \$89 Each, Annual Visit in Spring
- (2) Basement Center Area = \$89 Each, Annual Visit in Spring
- (1) Gym Trane RTU = \$225 Each, Quarterly Visits
- (2) Basement Boilers = \$225 Each, Annual Visit in Fall

Rental House = \$133.50 Bi-Annual Visits

- (1) 2002 Rheem AC = \$89 Each, Annual Visit in Spring
- (1) Ultra Furnace = \$89 Each, Annual Visit in Fall
- (1) 1995 Lennox Furnace = \$89 Each, Annual Visit in Fall

Administration Office = \$1,012.50 Quarterly Visits

- (2) Boilers = \$225 Each, Annual Visit in Fall
- (3) Air Handling Units MCC Models = \$225 Each, Quarterly Visits
- (3) Trane Odyssey 2001 AC = \$225 Each, Annual Visit in Spring

Annual Total: \$7,758.00



Clarifying Comments

This proposal is the private property of Comfort Zone Service, INC. and is provided for Customer's use only. This proposal is valid only for thirty (30) days from the proposal date below.

This Agreement including the attached Terms & Conditions, together with the Equipment Schedule attached hereto constitute the entire agreement of the parties hereto and supersedes and rescinds any and all prior understandings between the parties either written or oral. Neither this Agreement nor any part hereof shall be changed, modified, amended or altered except in writing signed by both parties.

Accepted by Customer:

Accepted by Comfort Zone Service:

Name: _____

Name: Chad Stanek

Signature: _____

Signature: _____

Title: _____

Title: Account Representative

Date: _____

Date: 12/19/2023

TERMS AND CONDITIONS

1. The Agreement price is conditioned upon the system(s) covered being in a maintainable condition. If the initial inspection or initial season start-up indicates repairs are required, a firm quotation will be submitted for Customer's approval. Should Customer not authorize the repairs, Comfort Zone Service may either remove the unacceptable system(s), component(s) or part(s) from its scope of responsibility and adjust the annual agreement price accordingly or cancel this Agreement.
2. Excluded from this agreement, unless otherwise stated herein, are repairs or replacement of items not normally mechanically maintainable, such as, but not limited to: electronic/solid-state controllers/microprocessors, loss of refrigerant due to piping/coil leaks (mechanical connections excluded), ductwork, boiler shell and tubes, cabinets, boiler refractory material, heat exchangers, electric heat elements, main power service, electrical disconnects, and electrical wiring, piping, tube bundles, valve bodies, coils, structural supports, storage vessels/tanks, casings, fixtures, grillage and tower fill, pump seals, shaft seals, and check valves.
3. Special equipment required to access, service, repair, maintain or replace equipment is not included in this agreement price, unless otherwise noted.
4. This Agreement does not include responsibility for design of the system, obsolescence, safety testing, water/air balancing, duct cleaning, painting, removal and reinstallation of valve bodies and dampers, repair or replacement necessitated by freezing weather, electrical power failure, low voltage, burned-out main or branch fuses, low water pressure, water treatment provided by others, water condition, vandalism, unavailability of refrigerants, misuse or abuse of the system(s), negligence of others (including Customer), failure of Customer to properly operate the system(s), requirements of governmental, regulatory or insurance agencies, or other causes beyond control of Comfort Zone Service.
5. Customer shall permit Comfort Zone Service free and timely access to areas and equipment, and allow Comfort Zone Service to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Comfort Zone Service's normal working hours. Comfort Zone Service will not be required to move, replace or alter any part of the building structure in the performance of this Agreement. Customer will make adequate trash disposal provisions for used filters, miscellaneous maintenance materials and small parts.
6. Customer shall permit only Comfort Zone Service's personnel or agent to perform the work included in the scope of this Agreement; should anyone else perform such work, Comfort Zone Service may, at its option, cancel this Agreement, eliminate the involved item of equipment from inclusion in this Agreement, or charge Customer for the related service work.
7. Comfort Zone Service expressly disclaims all responsibility and liability for the indoor air quality of the Customer's facility.
8. Customer shall make available to Comfort Zone Service's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations. Customer is responsible for containing and clearly marking any known hazardous materials on site.
9. Comfort Zone Service's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of any asbestos products, removal of oil removed from equipment, or other hazardous substances. In the event such products or substances are encountered, Comfort Zone Service's sole obligation will be to notify the Customer of the existence of such products and materials. Comfort Zone Service shall have the right thereafter to suspend its work until such products or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
10. The Agreement price is subject to adjustment annually on each commencement anniversary to reflect increases in labor, material and other costs, unless otherwise stated (e.g. price protection provided by a multi-year initial term).
11. Amount on this agreement is based on payment by cash, check, or electronic payment. A convenience fee of 3.75% will be added to the total if paid with a credit card.
12. Customer agrees to promptly pay invoices within thirty days of issue. Should a payment become sixty days or more delinquent, Comfort Zone Service may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand. Customer agrees to pay interest on any sums outstanding and past due (i.e. over thirty days) at a rate of 1.5% per month.
13. Services provided under this Agreement involving extra work (materials or labor) will become an extra charge (fixed price amount to be negotiated, or on a time and material basis at Comfort Zone Service's preferred Customer rates then in effect) over the sum stated in this Agreement. If a trouble call is made at Customer's request, and inspection indicates a condition which is not covered by this agreement, Comfort Zone Service may charge Customer at the rate then in effect for such services.
14. In the event Comfort Zone Service must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Comfort Zone Service all court costs and attorney's fees incurred by Comfort Zone Service. Any legal action relating to this Agreement, or the breach thereof, shall be commenced within one year from the date of work.
15. Comfort Zone Service shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Comfort Zone Service's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
16. In case of any failure to perform its obligations under a Full Service Agreement, Comfort Zone Service's liability is limited to repair or replacement at its option, and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
17. Under no circumstances, whether arising in contract, tort (including negligence), equity or otherwise, will Comfort Zone Service be responsible for loss of use, loss of profit, increased operating or maintenance expenses, claims of Customer's tenants or clients, or any special, indirect, or consequential damages.
18. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Comfort Zone Service, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Comfort Zone Service.



8999 West 123rd Street
 Fax: (708) 448-9542
 Phone: (708)671-3730
 Palos Park, IL 60464
 www.palospark.org

To: Mike Wade, Building Dept. Commissioner
 From: Building Department
 Date: March 1, 2024
 Subject: Building Department Report for Council Meeting March 11, 2024

CONSTRUCTION CONDUCT & WORK HOURS

We all have a role in protecting, maintaining, and improving our environment. Construction conduct means being a good neighbor. Village Code Chapters 1460, 652, and 480 define appropriate conduct on construction sites. Please review codes on-line or get a copy at the Kaptur Center. The goal is to keep undesirable impacts to a minimum. Respect for neighbors, safety, and cleanliness will lead to a successful construction project.

Contractor work hours are Monday – Friday 7AM – 8PM or dusk if earlier and Saturday 7AM – 5PM or dusk if earlier and not on New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. Homeowners may do construction Monday – Saturday 7AM – 9PM or dusk if earlier and Sundays and Holidays 10AM – 6PM or dusk if earlier.

Please contact the Village if you notice any work being done outside of work hours.

PERMITS: The Building Department processed eight (8) permits February 7, 2024 -March 1st resulting in \$2,925.00 in permit fees.

BUILDING PERMIT INSPECTIONS

Thirteen (13) inspections were completed during this time.

ADDRESS	PERMIT TYPE	COST
11540 OLD PRAGUE PATH	WINDOWS	\$225.00
30 PARK LANE	ELECTRIC	\$465.00
30 PARK LANE	REMODEL	\$635.00
11 WILD CHERRY	WATER HEATER	\$75.00
COMMONS PHASE 3	SIDING	\$225.00
COMMONS PHASE 3	CONCRETE	\$225.00
8011 W 124 TH STREET	ACC. STRUCTURE	\$1,000.00
9652 W 131 ST STREET	ACC STRUCTURE	\$75.00
	TOTAL	\$2,925.00
	PREVIOUS YEAR	\$137,587.57
	FISCAL YEAR TO DATE	\$140,512.57



Village Council

*Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan*

Meeting of: March 11, 2024	6:30 PM	Kaptur Administrative Center
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AGENDA MATTER:

Approval of an Ordinance Accepting and Approving the Publication of a Revised Official Zoning Map for the Village of Palos Park, Illinois.

BACKGROUND:

The Illinois Municipal Code (65 ILCS 5/11-13-19) requires the Village to publish the municipality's zoning map annually by the end of March. The published zoning map should include all zoning changes from the preceding year. If there were no changes to the zoning map in the preceding year, then publication is not required.

The following represent changes to the zoning map this past year:

- Updated Planned Unit Development information included in the legend of the map
 - Time extension for 9520 W. 131st Street Planned Unit Development; Ordinance 2023-06, approved February 13, 2023.
 - PUD amendment for Wu's parking lot extension; Ordinance 2023-08, approved March 14, 2023.

STAFF RECOMMENDATION

Staff recommends approval of the revisions to the Zoning Map.

RECOMMENDED MOTIONS:

I move to approve Ordinance 2024-06 "An Ordinance Accepting and Approving the Publication of a Revised Official Zoning Map for the Village of Palos Park, Illinois."

Attachments:
Ordinance 2024-06
2024 Zoning Map

ORDINANCE NO. 2024-06

AN ORDINANCE ACCEPTING AND APPROVING THE PUBLICATION OF A REVISED OFFICIAL ZONING MAP FOR THE VILLAGE OF PALOS PARK, ILLINOIS

WHEREAS, 65ILCS 5/11-13-19 requires the Village of Palos Park (“Village”) publish and make available copies of an updated zoning map prior to April 1st of each year; and

WHEREAS, attached hereto an Exhibit A, and made part hereof, is an official updated Village of Palos Park Zoning Map (the “Zoning Map”) which incorporates all zoning changes approved by the Village Council since the last publication of an official zoning map for the Village, as well as automatic zonings, by operation of law, as a result of annexations, and disconnections;

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

SECTION 1: The recitals set forth above are incorporated herein by reference and made part hereof.

SECTION 2: That the Village Council hereby accepts and approves the zoning map attached hereto as Exhibit A as the official zoning map of the Village.

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

ADOPTED this 11th day of March 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 11th day of March 2024.

Nicole Milovich-Walters, Mayor

ATTEST:

Marie Arrigoni, Village Clerk

Published by me in pamphlet form this 11th day of March 2024.

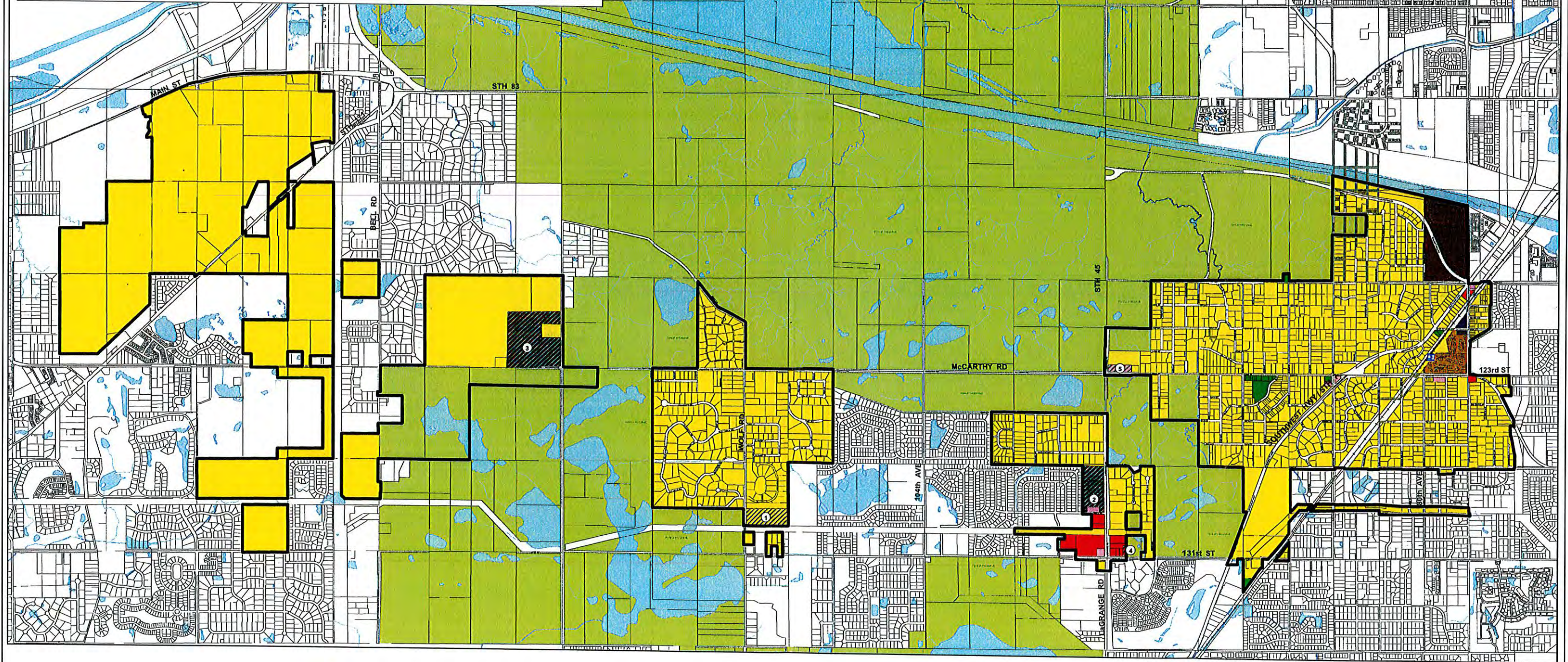
Marie Arrigoni, Village Clerk

THE VILLAGE OF PALOS PARK, ILLINOIS BOUNDARY AND ZONING MAP

February 5, 2024

Source: Cook County, Illinois
1998 Hydrography Polygons
1 inch = 1,300 feet

Note: Parcels are current from 2022.



- R-1-A One-Family Dwelling District
- R-1-A/PL One-Family Dwelling District / Public Lands
- R-4 Planned Unit Development District
- R-5 Special Development District

- B-1 Limited Retail Business District
 - B-2 General Retail and Wholesale Business District
 - M-1 Limited Manufacturing District
 - Planned Unit Development Overlay
- Plan Unit Developments
- 1 Hampton Court: Ord. 1994-11
 - 2 Sunrise: Ord. 1999-04
 - 3 Holy Family Villa: Ord. 2007-20, 2012-10
 - 4 9520 W. 131st Street: Ord. 2017-33, 2019-05, 2021-07, 2022-06, 2023-06
 - 5.12300 S LaGrange Rd Ord. 2019-16, 2019-26, 2021-02, 2021-26, 2023-08

- Metra Station
- RR Centerline
- Right of Way
- Private Road
- Unimproved, Undedicated

- Forest Preserves of Cook County
- Village Limits (2023)

REVISED	BY
03/20/24	PAK
08/13/20	AKL
05/05/19	DA
12/15/17	DA
01/17/17	DA
3/13/13	DA





Village Council
Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: March 11, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Fee waiver or reduction request for The Center pertaining to an application for a Special Use amendment.

BACKGROUND/HISTORY:

On February 16, 2024, the Village received a fee waiver or reduction request from The Center (12700 Southwest Highway). The request pertains to fees associated with an upcoming application for an amendment to the existing Special Use for The Center to allow for the construction of a new building.

Per Section 1262.09 of the Code, the applicable fee would be “three hundred dollars (\$300.00), plus a prorated amount of one hundred dollars (\$100.00) per acre for sites over one acre, not to exceed a total acreage fee of ten thousand dollars (\$10,000)”. Based on this formula, the required application fee would be \$8,100 (\$300 plus an additional \$7,800 for the 78-acre property). Given that the potential Special Use request involves an area that would be an acre or less, charging the additional acreage fee amount may be considered burdensome.

The applicant would still need to sign a cost recovery form (and therefore pay for any third-party costs that may arise associated with the request; such legal fees). Additionally, this request does *not* impact any building permit fees that would be associated with the project.

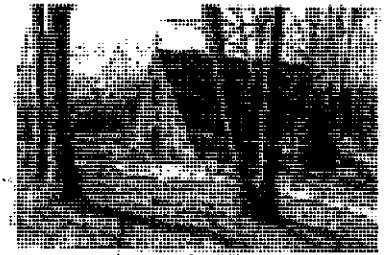
RECOMMENDED MOTIONS:

I move to reduce the required application fee associated with the proposed Special Use amendment regarding The Center property located at 12700 Southwest Highway to the minimum required amount of \$300.

Attachments:
Fee Waiver Request

The Center

The Chicago Southwest Suburban Community
Parish and Community Center Foundation
12700 Southwest Highway • Palos Park, Illinois 60464
Telephone: (708) 361-3650 • Fax: (708) 361-2811
www.thecenterpalos.org
email: admin@thecenterpalos.org



DAVID F. SANDERS, Executive Director

REV. NANCY M. NEMETH, Pastoral Director

February 16, 2024

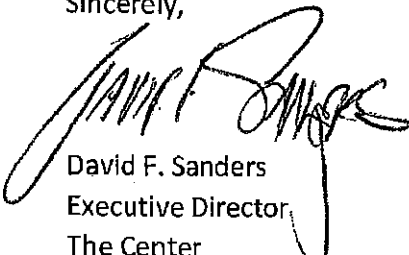
Palos Park Building Department
Mr. Mark Herman – Director
8999 West 123rd Street
Palos Park, Illinois 60464

Dear Mr. Herman,

The Center is preparing to meet with the Planning Committee to present plans for a new building behind our Main Lodge. It is my understanding; there is a fee involved that requires \$100.00 per acre of land owned by The Center to be accessed. This fee, must be paid before we can meet with the Planning Committee. Our property is 78 acres, and there for a fee of \$7,800.00 would be required from The Center. I humbly ask the village to give us some sort of break or waiver on this fee. Our building easily fits into a one-acre site.

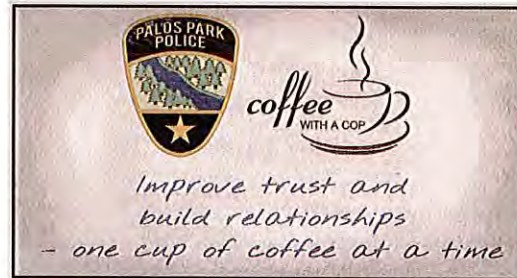
I can be reached at (708) 212-6650 (my cell phone) to answer any questions you might have.

Sincerely,



David F. Sanders
Executive Director
The Center

The first 2024 Palos Park Police “Police / Community Lunch Forums” was held last Wednesday March 6, 2024 at Cog Hill Country club.



The Police / Community Forum Luncheons cultivate community conversations about policing. The forum will focus on the future of public safety and our police department, accountability and cooperation between the stakeholders involved in keeping the community safe, Commissioner Polk said, We'd like the public to come out and talk about what they would like to see in terms of public safety in Palos Park, matters like mental health calls. Our forums for the community allow easy and ready access to all to discuss concerns.

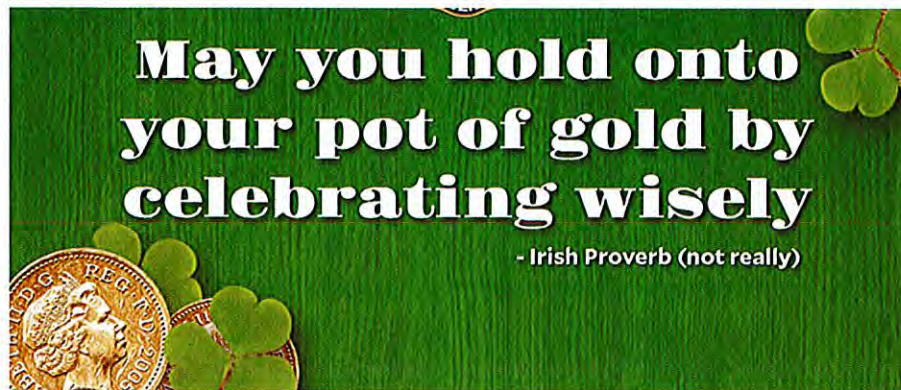
Police Chief Joe Miller said, “We cannot wait for something catastrophic to happen in our communities before we start engaging, humanizing law enforcement as much as we possibly can to bring down that barrier of 'us against them. Is the goal with the impetus behind organizing this event is to strengthen relationships between the community, police and our partners and open dialogue and let the community know what resources are available to them, address concerns and follow up with action plans. We want to highlight activities for law enforcement officers to work together to achieve common goals.” This includes adjusting patrol obligations and schedules to allow time for more interactions with the community.

The police / community forum is an open forum to residents (March 6th at 12 30p) Contact Chief Joe Miller for more details and reservation confirmation for our hosting restaurant.

Chief Millers contacts [708 671 3771](tel:7086713771) or jmiller@palospark.org

Palos Park Police are gearing up for the St. Patrick's Day

**St. Patrick's Day is the 3rd most popular drinking holiday of the year.
Please drink responsibly.**



Police Commissioner Dan Polk reminds everyone that police will be out in force looking for impaired, reckless and aggressive drivers. Palos Park Police will join forces with other state and local law enforcement partners in the Illinois St. Patrick's Day campaign. The Palos Park Police Department is participating in a special enforcement campaign on St. Patrick's Day to promoting responsible sales and service of alcohol with an emphasis on traffic safety.

We encourage all who see impaired drivers on our roadways to call 911. Palos Parks 2024 campaign features high-visibility enforcement combined with officers conducting special patrols this St. Patrick's Day holiday to crack down on drunk drivers. "We are reminding everyone this weekend to Driver Sober or Get Pulled Over and Click It or Ticket," said Dan Polk. If you plan on drinking alcohol, designate a sober driver before the party begins. Be responsible or risk a DUI. St. Patrick's Day can be a deadly and dangerous time on our roadways because of drunk driving,

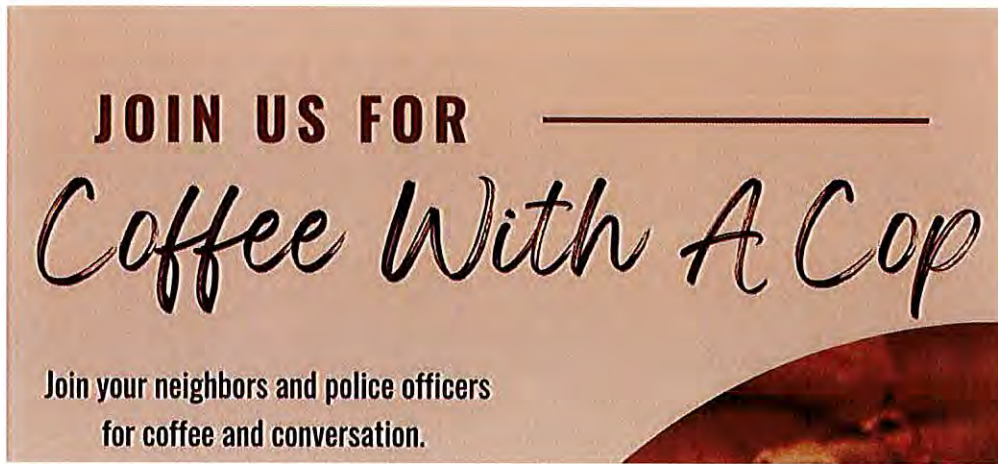
Other important tips include:

If you are hosting a St. Patrick's Day party:

- Remember, you can be held liable and prosecuted if someone you serve is involved in a drunk driving crash;
- Make sure all of your guests designate a sober driver in advance or help arrange ride-sharing with other sober drivers;
- Serve lots of food and include lots of non-alcoholic beverages at the party;
- Keep the phone numbers for local cab companies handy and take the keys away from anyone who is thinking of driving drunk.

Chief Joe Miller said always designating a sober driver and not letting friends drive drunk are just two simple steps to help avoid a tragic crash or an arrest for drunk driving. If you are attending a St. Patrick's Day party: Designate a sober driver before the party begins and give that person your car keys.

With the holiday weekend approaching, PPPD asks that those planning to celebrate do so responsibly. Always plan and designate a sober driver or use rideshare apps, consume water and food, charge your mobile phone before heading to a party and stay with friends. **If you are in Palos Park, have been drinking and have no ride home after 6pm, call us, we will get you home safely 708 448 2191 or 708 259 1035.**



Coffee is on! PPPD Officers are ready to join their neighbors at our next ☕ Coffee with a Cop ☕ at the Plush Horse, Wednesday March 20, 2024, 11 am .

Coffee with a Cop - from just one conversation, a new relationship can create a new perspective, solve a problem, and help build a stronger, healthier community. Please stop by grab a great coffee and meet some of the women and men who have dedicated their careers to serving and protecting your community. We look forward to meeting you.

Mayor Nicole Milovich Walters said, “Coffee with a Cop works because it is simple. Coffee with a Cop creates an atmosphere that facilitates communication by breaking down the traditional barriers that so often exist between police officers and the people whom they serve.” PPPD’s goal with Coffee with a Cop is to create a relaxed, neutral atmosphere with no speeches, no agenda, and no preset subjects. They allow residents to sit down with the local officers that patrol their community and give the community members.

Police commissioner Dan Polk said, “We are always looking for forums that give us the ability to discuss the concerns that are most important to them. The conversations are intimate and personal, important to both the residents and the officers speaking with them.”

Palos Park’s Coffee with a Cop provides “faces” for officers and community members to connect with to encourage them to get to know each other and form a working trust based on their mutual goal a better, safer community. Coffee with a Cop provides distraction-free time with an officer no pending radio calls or cellphones ringing—simply good communication.

For more information contact Chief Joe Miller at 708 671 3771 or jmiller@palospark.org



VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: March 11, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Resolution In Opposition to Governor Pritzker's Proposal to Eliminate the 1% Sales Tax on Groceries Dedicated to Local Governments in Illinois

BACKGROUND/HISTORY:

On February 21, 2024, Governor JB Pritzker unveiled his proposed State Fiscal Year (SFY) 2025 budget, which includes a proposal to eliminate the 1% sales tax on groceries, which is dedicated for local governments in Illinois. This proposed elimination would cut approximately \$325 million from municipalities at a time when local governments are facing more unfunded mandates and rising pension costs.

Under the Governor's budget proposal, and if approved by the Illinois legislature, the Village of Palos Park would lose approximately \$211,000 in sales tax; this is roughly 20% of the total annual sales tax dollars, and approximately 3.5% of the General Fund revenues.

If adopted, the resolution will be sent along with a letter from the mayor to our state legislators.

STAFF RECOMMENDATION:

Recommend approval of Resolution 2024-R-02.

RECOMMENDED MOTION:

I move to adopt Resolution 2024-R-02 entitled "A Resolution Protecting the 1% Grocery Tax"

RESOLUTION 2024-R-02

A RESOLUTION PROTECTING THE 1% GROCERY TAX

WHEREAS, the Village of Palos Park has the responsibility to provide programs and services to the residents of our community with limited resources available in order to provide for the health, safety and welfare of residents within the Village of Palos Park; and

WHEREAS, Governor JB Pritzker has proposed the elimination of the 1% tax on grocery items as part of his proposed State Fiscal Year 2025 state budget; and

WHEREAS, the elimination of this tax would result in an approximate loss of \$325 million statewide to municipal governments and specifically \$211,000 to the Village of Palos Park. This is 20% of the Village's total sales tax revenue and 3.5% of General Fund revenues; and

WHEREAS, at a time of rising pension costs, along with unfunded mandates placed on local units of government by the state, this proposed elimination of revenues would create an undue hardship on the Village of Palos Park.

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

Section 1. The forgoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. The Village of Palos Park urges the Illinois General Assembly and Governor to protect the 1% sales tax on groceries as an important revenue source for municipalities or to reimburse municipal governments for the totality of the lost revenue if it is eliminated, which was done during the temporary suspension of the tax from July 1, 2022, to June 30, 2023.

Section 3. The Village of Palos Park clerk shall forward a copy of this Resolution to the Illinois Municipal League.

PASSED on this 11th day of March 2024 pursuant to roll call vote as follows:

AYES: - -
NAYS: - -
ABSENT: - -

APPROVED by me this 11th day of March, 2024.

Nicole Milovich-Walters, Mayor

ATTEST:

Marie Arrigoni, Village Clerk



VILLAGE OF PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: March 11, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Autumn In The Park Festival 2024 Tent/Equipment Rental Company vendor.

BACKGROUND/HISTORY:

In 2017, 2019 and again this year the Village received quotes from tent rental companies to service the Autumn In The Park Festival (AIP). The specifications for the quotes are based on the event needs which include:

60' x 120' Main Tent
110' x 10' Food Vendor tents with counters
110' x 10' Food Vendor tent flooring
10' x 10' Talent tent

24' x 20' x 32" stage with skirting and steps

Banquet Tables

Pub tables

Chairs

Lighting in the main tent, food vendor area, spider boxes, electric cords, cable ramps and side walls.

The Village secures power generators through other vendors.

Three (3) vendors submitted quotes for tents and equipment for the 2024 AIP; Big Tent Events (the Village's longstanding vendor) from St. Charles, Pro Em Event Services from Rolling Meadows, and Marquee Event Rentals from McCook. All three companies stock the large 60' x 120' main tent. Big Tent Events quote is \$19,860.50; Pro Em's quote was \$18,207 which did not include banquet tables, pub tables, chairs and stage skirting, valued at @ \$1010 (using Big Tent's numbers), and Marquee whose proposal was \$30,327.

The staff's experience with Big Tent Events has been very positive, and they have serviced our event well in the past. Even though it may appear that choosing Pro Em could save a few hundred dollars this year, we have no experience with this vendor.

RECOMMENDATION:

Staff recommend awarding the 2024 Autumn In The Park Festival tent and equipment rental contract to Big Tent Events of Carol Stream, IL in the amount of \$19,860.50.

RECOMMENDED MOTION:

I move to approve the contract with Big Tent Events of Carol Stream, IL in the amount of \$19,860.50 to provide tents, flooring, lights and staging at the Village's 2024 Autumn In The Park Festival.



Big Tent Events

3755 Swenson Ave, St. Charles, IL 60174
 Phone: (630) 690-8500 Fax: (630) 544-2833 Emergency: (630)708-8593
 Website: www.bigtentevents.com Email: info@bigtentevents.com

ORDER #: 83339	Village of Palos Park Boehm, Rick	work (708)671-3700	Direct (708)671-3702
BILL TO: Village of Palos Park-Recreation Center 8901 W 123rd St, Palos Park, IL 60464		DATE ORDERED: Wed, Sep, 13, 2023	CONTACT EMAIL ADDRESS: rboehm@palospark.org
DELIVER TO: Village Green of Palos Park 8901 W 123 St., Palos Park, IL 60464		SALES PERSON: Trinity	FINAL PAYMENT METHOD: Check
INITIAL DATES:			
Delivery	DELIVERY ARRIVAL WINDOW: Date: Wed, Sep, 18, 2024 Time: 7am-5pm	EVENT START: Date: Fri, Sep, 20, 2024 Time: 4:00 am	EVENT END: Date: Sat, Sep, 21, 2024 Time: 11:59 pm
PICKUP ARRIVAL WINDOW: Date: Mon, Sep, 23, 2024 Time: 7am-5pm			

Installation Notes:

Setup: Grass // Location: Field - SEE SITEMAP // Obstacles: Distance; Can drive on grass // Sprinklers: TBD

- >> 10x110 - LED lights down middle; Dura trac underneath (3 pcs x 28 pcs)
- >> 60x120 - Perimeter lighting; Start at center poles by stage & go away from stage
- >> 60x120 - Do NOT install ring lights on center poles by stage; Only 4 poles away from stage
- >> Do NOT hang Edison lights on side or back of stage
- >> Light poles - 4 runs of 75 feet of cafe lights between large tent & food tents
- >> Each row starts at 60 wide tent legs, then goes to a light pole 20 feet away
- >> Tie off to food vendor tent legs
- >> Install sidewall behind stage, on each side of stage, & around 10x10 tent

CALL *ON SITE* FIDEL 708-935-2296 OR RICK 708-671-6762 OR 708-671-3700 -- COLLECT CHECK ON ARRIVAL

Qty	Description	Unit Price	Bill. Days	Total
*NOTES				
1	NOTE - Customer Notes <i>Client must provide electricity for equipment - Please check each line item for specific needs/size requirements. Client to also provide full supervision for all equipment.</i>	\$0.00	1	\$0.00
1	NOTE - Deposit and/or Valid Credit Card Required <i>Deposit or valid credit card required to accept cash or check payments.</i>	\$0.00	1	\$0.00
1	NOTE - Tent Policy <i>No grilling within 30' of tent. Evacuate tent if winds are over 25MPH.</i>	\$0.00	1	\$0.00
*TENT SURFACE - GRASS				
1	NOTE - JULIE - COOK COUNTY <i>BTE/TFO will call JULIE to mark utilities. Do NOT remove flags or markings. Non-public lines (sprinkler heads/lines, gas grill, septic, lighting, etc) are NOT marked by JULIE & must be indicated by client. BTE/TFO is not responsible for any damage.</i>	\$0.00	1	\$0.00
1	TENT SURFACE - Grass Surface <i>Tent to be installed on grass, dirt, etc. Requires the use of stakes. Please make sure that if you own a dog, the yard is clear of any pet waste.</i>	\$0.00	1	\$0.00
1	NOTE - WAREHOUSE - SEND TENT OX <i>Additional delivery charge. Covers the cost of bringing out Tent Ox.</i>	\$0.00	1	\$0.00
1	NOTE - Driving on Grass (TFO/BTE not liable for damage) <i>TFO/BTE is not be responsible for any damage if client requests we drive onto grass for load in/out. Client accepts that if there is inclement weather & ground is wet or too soggy TFO/BTE cannot & will not pull into grass & client may be charged distance.</i>	\$0.00	1	\$0.00

***TENT SURFACE - GRASS**

1	NOTE - TOW - Towing Vehicle Required	\$0.00	1	\$0.00
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10x10 FRAME TENT

1	TENT - Frame 10' x 10' White	\$160.00	1	\$160.00
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10x110 FRAME TENT

11	TA - 10' Counters B w/ Skirts 10' Counter with White vinyl skirt.	\$40.00	1	\$440.00
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84	TA - Sub-Flooring Dura-Trac 4' x 4' Sub flooring & labor.	\$36.00	1	\$3,024.00
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11	LIGHT - LED 5000 Lumens 4' Light Client must provide (1) separate 20 amp circuit of electricity within 3ft.	\$22.00	1	\$242.00
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11	LIGHT - LABOR - Lighting Covers the installation and removal of lights.	\$25.00	1	\$275.00
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1	TENT - Frame 10' x110' White Expandable	\$1,760.00	1	\$1,760.00
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60x120x10'H MAIN TENT

9	LIGHT - LABOR - Lighting Covers the installation and removal of lights.	\$25.00	1	\$225.00
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4	LIGHT - White Center Pole Ring Light (6) 30/40 wide tents	\$85.00	1	\$340.00
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1	TENT - Pole 60' x120'	\$7,560.00	1	\$7,560.00
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5	LIGHT - Edison Lights 24 Bulb - White 48 Feet - 24 Bulbs. Bulbs spaced approximately 2 feet.	\$85.00	1	\$425.00
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CHAIRS

65	CT - Folding Chairs Brown	\$1.50	1	\$97.50
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1	CT - NO SETUP/TAKEDOWN CHAIRS Client will be responsible for setting up & breaking down chairs. Chairs must be stacked in the same way and in the same location they were dropped off in, by the start of pick up window. If not, client will be charged \$0.90 per chair.	\$0.00	1	\$0.00
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LIGHTING

8	LIGHT - ACCESSORIES - Light Poles 10'6" Height	\$95.00	1	\$760.00
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12	LIGHT - Mini Clear Cafe Lights 25FT	\$40.00	1	\$480.00
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POWER

5	POWER - CORD - 50' Multi Outlet Extension Cord	\$50.00	1	\$250.00
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4	POWER - CORD - 50' Single Outlet Extension Cord	\$30.00	1	\$120.00
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4	POWER - CORD - 25' Triple Outlet Extension Cord	\$35.00	1	\$140.00
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SIDEWALL

7	TENT - LABOR - Sidewall 20 FT Section Covers the installation and takedown of sidewalls.	\$20.00	1	\$140.00
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7	TENT - Sidewall Solid 20'L x 10'H Velcro *A*	\$60.00	1	\$420.00
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STAGE 24Wx20Dx32H

40	STAGE - Biljax Leg Assembly Rubber Foot	\$0.00	1	\$0.00
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40	STAGE - Biljax Leg Assembly 30"- 36" -ADD FEET-	\$0.00	1	\$0.00
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6	STAGE - Accessories - Black Skirt 30" Tall x 12' Long	\$48.00	1	\$288.00
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8	STAGE - Biljax Multi Stage 4' x 8' Section 4x8 Stage Panel	\$85.00	1	\$680.00
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2	STAGE - Accessories - Stage Steps with Handrail (For use with 16"-24" Stage) 2 Steps. If stage is at 16" height, top step is level with stage. If stage is at 24" height, the stage will be the top step.	\$55.00	1	\$110.00
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STAGE DRUM RISER 8Wx8Dx8"H

2	STAGE - Versa Stage 4' x 8' Section	\$65.00	1	\$130.00
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2	STAGE - Versa Stage Connectors	\$0.00	1	\$0.00
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12	STAGE - Versa 8" Square Stage Leg Assembly	\$0.00	1	\$0.00
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TABLES

1	CT - NO SETUP/TAKEDOWN TABLES Client will be responsible for setting up & breaking down tables. Tables must be stacked in the same way and in the same location they were dropped off in, by the start of pick up window. If not, client will be charged \$2.50 per table.	\$0.00	1	\$0.00
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8	CT - 30" Round Wood Top High Boy/Cocktail 30" Round Table Top	\$13.00	1	\$104.00
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TABLES

8	CT - 42" Post HIGH BOY Height (Used w/ 30" Round Table Top)	\$0.00	1	\$0.00
52	CT - 8 FT Banquet Table Wood 30" Wide Wood Top -- 30" Tall -- Seats 8-10* Adults. *Some table legs make for tighter seating at heads of table. Client to provide or order table covers/linens.	\$10.00	1	\$520.00

Item Subtotal: \$19,230.50
Delivery Fee: \$630.00
TOTAL: \$19,860.50

Amount Paid: \$0.00
Balance Due: \$19,860.50

Customer Notes:

Client will be on site for delivery.
 Client to advise BTE of the installation location on property.
 Client is responsible for obtaining any permits necessary.

BTE will contact J.U.L.I.E.
 Please do not remove flags placed by the J.U.L.I.E. locators.
 We recommend any landscaping be done 2-3 days prior to installation day.
 Any non-public lines such as sprinkler system, gas grill, septic, lighting, etc. are to be clearly marked by the property owner as J.U.L.I.E. does not mark these lines.
 No grilling within 30' of tent. Evacuate tent if winds are over 25mph.

All tables and chairs must be placed under tent or indoors if raining and over night
 Tables and chairs will be stacked in one location for client to distribute.
 All tables and chairs are to be re-stacked in one location for our pick-up.
 Client much use table covers.

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT, INCLUDING THE ADDITIONAL TERMS AND CONDITIONS ON ALL PAGES, AND AGREE TO BE BOUND BY THEM. I FURTHER WARRANT AND REPRESENT THAT I AM EITHER THE LESSEE NAMED ABOVE, OR AM AUTHORIZED AND EMPOWERED TO ACCEPT DELIVERY OF THE EQUIPMENT AND TO SIGN THIS AGREEMENT ON THEIR BEHALF AND AS THEIR AGENT. FURTHERMORE, I AGREE THAT I AM ALSO BINDING MYSELF PERSONALLY AS AN ADDITIONAL PARTY TO ALL OF THE TERMS AND CONDITIONS OF THIS AGREEMENT.

TIPS APPRECIATED

[[SertifiSignature_1]]

[[SertifiDate_1]]

Customer Signature _____

Date _____

Lessee agrees to be bound by the terms and conditions of this agreement.

TERMS AND CONDITIONS

Big Tent Events, Inc. ("Lessor") hereby leases to the lessee (Lessee), and the lessee hereby leases from the Lessor the materials and equipment discussed on the previous page(s) of this agreement (hereinafter called "equipment") and agrees to provide the services incident thereto at the price set forth herein and subject to the following terms and conditions.

1. General Release/Indemnity/Hold Harmless: Lessee assumes all risks and liability for the use and operation of the equipment and for personal injuries and property damage arising from or incidental thereto; and lessee shall protect, defend, indemnify, and save harmless Lessor against any and all claims, demands or causes of action of every kind arising in favor of any person, including but not limited to the lessee and his/her guests on account of personal injury or death, or damage to property, growing out of incident to or resulting directly or indirectly from the performance of this rental agreement, from any cause whatsoever, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc.

2. Safety: Customer will take all necessary precautions regarding the items rented, and protect all persons and property from injury or damage. Customer acknowledges that they are in charge of checking weather conditions and admittance of people in the tent and will evacuate all people from the tent if wind gusts exceed 35 mph or constant wind speeds in excess of 20mph. Customer acknowledges and agrees that Lessor is not responsible for any injury occurring to Customer, or any guests of Customer or to any other persons using the Rental Equipment, or to any claims by any other person(s) injured by or on account of the Rental Equipment, while the equipment is in the possession of the Customer. Customer agrees to defend, indemnify and hold harmless Big Tent Events, Inc. from and against any and all liability, claims, judgments, attorneys fees, and costs, of every kind and nature, including, but not limited to, any injury, death, damage, claim, or liability however caused, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc. Customer further acknowledges that Lessor is not a food supplier or handler, and that any food related items, such as popcorn, which may be supplied with the Rental Equipment, is a straight pass through by Lessor to Customer. Since this additional service is provided to Customer as a courtesy by Lessor, and so long as Lessor advises Customer, in writing, after Customer requests, with the name and address of the supplier or any specific item, Customer specifically agrees to waive and release, indemnify and hold Lessor harmless from and against any and all claims of whatever kind or nature arising out of or involved with the food items supplied.

[[SertifiInitial_1]]

3. Cancellation Policy: All reservations with BIG TENT EVENTS require a 50% deposit in advance of the event. The deposit amount will be applied to the total charges due. We do allow cancellations with written notice prior to 30 days of your event, and then Lessee's deposit will be refunded except for such

portion of the deposit as represents out-of-pocket expenditures incurred by Lessor in anticipation of the engagement. Cancellations within 30 days of the event will be put on your account as a credit for the deposit amount and can be used for rescheduling within 12 months of the original event date. Cancellations can not be made via email, voicemail or fax. Should you cancel within 24 hours of your delivery day, you will be charged the full fee for the event.

4. Equipment, Rent, Payment, and Term of Rental Agreement: Customer rents from BIG TENT EVENTS, as Lessor, that certain equipment described on the front side of this Agreement. Lessee understands all pricing is cash pricing which includes payments of cash, check, ACH, and cashiers checks. A 3% convenience charge will be accessed to all credit card payments. The rental fee set forth is payable, in full, in advance, and the rental term shall be that listed as "Event Start Date - Event End Date" on the front side of this Agreement, but all of Customer's obligations arising under the terms and conditions of this Rental Agreement shall run from actual delivery of the Rental Equipment to the actual pick up of the Rental Equipment by Lessor. Lessor cannot guarantee weather conditions, and if the Equipment is delivered by Lessor and accepted by Customer, then Customer shall not be entitled to any refund whatsoever if weather conditions prohibit safe use of the Equipment, or if Customer otherwise elects not to use the Equipment due to weather or any other causes.

5. Delivery: Lessor shall deliver the Rental Equipment to the street address specified by Customer as listed on the front side of this Agreement. Customer grants to Lessor the right to enter the property at the said street address ("Delivery Address") for delivery, and required set up, if any, and for subsequent pick up of the Rental Equipment and any associated equipment or packing materials at the approximately specified times. Lessee agrees to provide at his expense, sufficient unobstructed space for delivery, installation, dismantlement and removal of all equipment, and access to such space. Normal delivery would include ground level areas, accessible to our trucks, unless otherwise stated on face of contract. Prior to the removal of equipment, lessee shall remove all personal property of lessee or third party which therefore has been protected by Lessors equipment. If any such personal property is not removed as required, prior to removal of equipment, Lessor may enter the premises, move or remove any such personal property at lessee's risk and cost, and remove equipment without further notice, and lessee hereby indemnifies Lessor from any cost, expense, or liability arising there from. Delivery is to ground floor only. Customer is responsible for moving equipment up and down any stairs. Business Check, Cashiers Check, Money Order or Cash for the balance is due when the driver arrives to set-up the equipment. If the cashiers check/money order/cash is not ready when the driver arrives, the driver reserves the right to go to their next event and set up your event after they are done with all of their other deliveries, and no guarantees will be made that your equipment will be set up at the start of your event.

6. Permits/Fees: Lessee covenants that he shall secure all permits, licenses, consents, etc., required for the installation, maintenance, and use of equipment, and incur the cost thereof. The Lessee acknowledges they are responsible for requesting and attaining all permits required. In the event that the order is cancelled or the Lessee does not accept delivery due to lack of permits, the Lessee is responsible for the full amount of the agreement.

7. Receipt/Inspection of Rental Equipment: Customer hires the Rental Equipment on an "as is" basis. Customer acknowledges that Customer will inspect the installation of the rental equipment and will personally inspect the rental items prior to its use. Should the customer determine that rental items are not suitable or damaged upon delivery, Lessor agrees to provide suitable items as agreed upon by lessor and customer. Customer specifically agrees that such rental items will not be used if Customer finds that it is not suitable for Customer's needs or any damage is found. Furthermore, the Customer agrees to contact the Lessor to report any damages prior to the end of their rental period.

8. Possession/Title: Customer's right to possession of the Rental Equipment begins upon the items being delivered to Customer's premises and terminates on the actual pick up by Lessor. Retention of possession or any failure to permit the pickup of the item at or after the end of the "Rental Period" specified constitutes a material breach of this Agreement. In the event that the Equipment is not returned for any reason, including theft, the Customer is obligated to pay to Lessor the full equipment value for such Equipment as listed on the front side of this Agreement, plus any and all incidental costs associated with the attempted pick up or recovery of the Equipment by Lessor. Title to the rental items is and shall remain in Lessor. Customer agrees to keep the Rental Equipment in his/her/their custody and control from the time of the Lessor's delivery of the items, until Lessor picks up such items. Customer shall not cause nor permit these items, or any of them, to be sublet, rented, sold, or removed from the Delivery Address, or otherwise transfer such items. If rental items are not returned and/or levied upon for any reason whatsoever, Lessor may retake possession of said items without further notice or legal process and use whatever force is reasonably necessary to do so. Customer hereby agrees to indemnify, defend, and hold Lessor harmless from any and all claims and costs arising from such retaking and/or levy. If rental items are levied upon, or otherwise moved from Delivery Address, Customer shall notify Lessor immediately. For each day after the "Rental Period" the equipment is not returned, customer agrees to pay an additional days rental for each piece of equipment. Client authorizes Big Tent Events to charge their credit card for any missing equipment that is not returned at the time the driver picks up their equipment after their event. If a credit card is not on file. Client agrees to send a check within 3 business days.

9. Care of the Rental Equipment: Customer shall be responsible for any and all damage to any of the Rental Equipment not caused by ordinary wear and tear. "Ordinary wear and tear" shall mean only the normal deterioration of the rental equipment caused by ordinary, reasonable and proper use of the rental equipment. Customer shall be liable to Lessor for any and all damage, which is not "ordinary wear and tear" in an amount equal to the equipment value. Damage which is not "ordinary wear and tear" includes, but is not limited to, cutting or tearing of vinyl or netting, damage due to overturning, overloading, exceeding rated capacities, breakage, improper use, abuse, lack of cleaning, contamination of or dirtying of rental equipment with non-approved items such as sand, candy, duck tape, chemicals, food, paint, silly string (see Paragraph 10), mud, clay, or other materials. A minimum fee of seventy-five dollars will be applied to the charge card on the agreement if cleaning is required. Cleaning fees will be determined by actual time spent cleaning the equipment. Lessee assumes all responsibility for loss or damage to equipment during the period from delivery of the equipment to removal thereof (the "rental period"). Lessee will pay for all equipment lost or damaged in an amount equal to replacement or repair cost of the equipment. There is no grilling allowed under or within 30 feet of any tent, except grilling canopies. Linens: Rental linens have a replacement value that will be charged in addition to the rental charge if any item is not returned or returned in a condition that permanently alters its appearance. Be careful with candle wax, it permanently damages linens.

10. Equipment Protection Plan: Big Tent Events applies an optional 9.75% non-refundable Damage Waiver to the cost of some rental equipment. This cost covers reasonable physical damage above and beyond "Ordinary wear and tear" to the equipment and is NOT liability insurance. Damage waiver DOES cover wind/storm damage to equipment, electrical, and all accidental damage. Damage waiver does NOT cover theft, vandalism, smoke damage, misuse and/or abuse including grilling to close to tents or equipment made of wood left in the rain. Big Tent Events charges for missing equipment at replacement cost. Accidental broken equipment is covered if broken pieces are returned to Big Tent Events, Inc.

11. Installation: Although Lessor will endeavor to minimize damage to lessee's lawn, plantings, underground utilities and premises generally (including power failures and other hazards), lessee assumes the risk and release's Lessor from liability for any such damages that may occur. Lessee shall advise Lessor as to the existence and location of any underground cables, sprinklers, pipes conduits, etc.. In the absence of such advice, Lessor can assume that no such underground obstructions exist and releases Lessor from any liability for such damage. **Electricity:** Lessee will provide readily accessible power outlets of sufficient capacity within 50 feet of installation to safely operate all electrical facilities proposed herein.

12. Payment: Lessee shall pay contract price, plus such additions there to as may be agreed upon or chargeable pursuant to the terms hereof within the period specified herein. If the balance due is not paid as provided herein, the lessee shall be charged a late payment fee of 2% per month (24% annual percentage rate). This fee will be added to outstanding balance every thirty (30) days thereafter until final payment is made. In the event that lessee has directed that the rental charges hereunder be billed to another person or organization, and payment is not made by such person or organization within the terms specified, lessee shall, upon receiving notice of nonpayment, pay said rental charges and such additional charges as may be added to the outstanding balance pursuant

to the terms hereof. If lessee shall default in the payment of any fees hereunder, or otherwise breach any of the terms or conditions hereof, Lessor may immediately take repossession of its equipment without any process of law and may enter upon any premises where said equipment may be and removed the same with or without notice of its intention to do so, without liability therefore.

13. Ownership: This is a rental agreement only and the equipment shall remain the personal property of Lessor. Lessee shall not sublet or dispose of said equipment or do anything which might suggest to third parties that the lessee has any power to do so. The equipment shall not be removed from place of installation. Lessee shall not remove, cover, or interfere with Lessor's identification or advertising labels attached to equipment.

14. Compliance with Laws: Customer agrees not to use or allow anyone to use the rental equipment for any illegal purpose or in any illegal manner or in an unsafe manner. Customer agrees at his/her/their sole cost and expense to comply with all municipal, county, state, federal, or other governmental or quasi-governmental laws, ordinances and/or regulations which may apply to the use of the rental equipment during the rental period. Customer further agrees to pay all licenses, fines, fees, permits, or taxes arising from Customer's use of the rental equipment, including any subsequently determined to be due. Customer is solely responsible for obtaining any and all permits and/or licenses from the appropriate government agencies prior to use.

15. Permits: The Customer acknowledges they are responsible for requesting and attaining all permits and insurance documents required. In the event that the order is cancelled or the customer does not accept delivery due to lack of permits or insurance, the customer is responsible for the full amount of the agreement. Lessee shall incur any state or city taxes applicable.

16a. Legal Fees: In the event that this contract is not paid or any portion thereof is turned over to an outside collection agency or law firm, the above named customer will be liable for up to thirty percent (30%) of the principal amount of the claim as collection fees. In the event that an attorney is retained to enforce any provision of the Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs in such action or proceeding, in an amount to be determined by the court or arbitrator.

16b. In the event that this contract is not paid or any portion thereof is turned over to an outside law firm for litigation. The above named customer will be liable for thirty percent (30%) of the principal amount of the claim as litigation fees, plus attorney fees, plus all court costs allowed by law.

17. Customer Acknowledgement: Customer acknowledges and certifies that they have had a sufficient opportunity to read this entire Agreement, and agree to be bound by all the terms and conditions on **both sides** and that they understand its content and that they execute it freely, intelligently and without duress of any kind.

18. Severability: If any of the terms or conditions of this Agreement are found to be unenforceable, illegal or unconscionable by a court of competent jurisdiction, such item shall be stricken from the Agreement, and the remaining terms and conditions of this Agreement shall stay in full force and effect.

19. Entire Agreement: This Agreement constitutes the full agreement between Lessor and Customer. Any prior agreements, whether written or oral, promises, negotiations, or representations not expressly set forth herein shall be of no force or effect. Customer acknowledges the receipt of the Rental Equipment that is the subject of this Rental Agreement and General Release and the fact that it is in good working order. Any person executing this agreement on behalf of a corporation or organization warrants in his/her individual capacity that he/she is acting within the scope of his authority and that said corporation or organization shall be bound thereby. Lessor may rely on and follow any directions whether oral or written of any member of the lessee's family, employee, or agent with respect to any act or acts performed by Lessor in the delivery, installation or removal of equipment or of the performance of any services caused by this agreement.