



Village of Hanover Park Administration

Municipal Building
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Hanover Park, IL 60133-4398

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www.hpil.org

PRESIDENT
RODNEY S. CRAIG

VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JENNI KONSTANZER
JON KUNKEL
RICK ROBERTS
EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR WORKSHOP MEETING Municipal Building: 2121 W. Lake Street Hanover Park, IL 60133

Thursday, August 1, 2013
6:00 p.m.

AGENDA

1. **CALL TO ORDER-ROLL CALL**
2. **ACCEPTANCE OF AGENDA**
3. **REGULAR BOARD MEETING AGENDA ITEM REVIEW**
4. **DISCUSSION ITEMS**
 - a. Waiver of Permit Fees – Poplar Creek Library
 - b. Class X Supplemental Liquor License
 - c. New Class E Liquor License
 - d. Code Enforcement Balcony Ordinance
 - e. Leasing Agent Agreement
 - f. DuPage River Watershed Resolution
5. **STAFF UPDATES**
 - a. Hanover Square Update
6. **NEW BUSINESS**
 - a. Executive Session Meeting Format
7. **ADJOURNMENT**


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager

SUBJECT: Waiver of permit fees for costs associated with the renovation of the Sonya Crawshaw Branch Library

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 – Board Workshop

Executive Summary

A request for the waiver of permit fees associated with the renovation of the Poplar Creek Public Library's Sonya Crawshaw Branch located at 4300 Audrey Lane in Hanover Park has been received.

Discussion

The attached letter was received from Susan Spooner, Board President of the Poplar Creek Library. They have requested a waiver of the permit fees associated with the renovation of the Sonya Crawshaw Branch Library.

Attached you will see a breakdown of the estimated permit fees, which total \$13,980.

The Village has not had a regular practice of waiving permit fees, as they are in place to help cover operational costs. In reviewing past years, the Village Board has waived the permit fees for similar type businesses and projects as shown below.

| <u>Date</u> | <u>Description</u> | <u>Amount Waived</u> |
|-------------|--|----------------------|
| 7/7/05 | Permit fees associated with the construction Of the Schaumburg Township District Branch Library located at 1266 Irving Park Road | \$33,750.00 |
| 9/4/08 | Permit fees associated with the replacement of the sign at the Sonya Crawshaw Library. | \$339.00 |
| 10/20/11 | Permit fees for the Hanover Township Astor Avenue remodeling project | \$5,530.00 |

Agreement Name: _____

Executed By: _____ Workshop Meeting 8/1/13

It should be noted that the Village entered into an Intergovernmental Agreement with the Poplar Creek Library District on October 4, 1990. As part of this agreement, the Village provided the Library a 5-acre parcel of land for the purpose of constructing the library; a \$50,000 grant to aid in the construction of the library; and agreed to waive all fees relative to permits, plan review, inspections, occupancy, sanitary sewer connection, water tap-on, storm sewer connection, and all other Village fees and charges, and all impact fees and charges, related to the Branch Library project.

It should also be noted that on February 1, 2006, the Village entered into an Intergovernmental Agreement between the Schaumburg Township Library District (for funding of the Hanover Park Branch Library located at 1266 Irving Park Road), which is located in TIF #4. The purpose of this agreement was to spur new construction and activity within this area of the TIF District. As part of the agreement, the Village, upon completion of the Library and issuance of certificate of occupancy, agreed to pay the Library District in an amount of \$50,000 as a TIF #4 redevelopment project incentive to offset some of the building costs.

Recommended Action

Village Board to provide direction on the request to waive permit fees associated with the renovation of the Sonya Crawshaw Branch Library.

Attachments: Permit Fee Summary
 Request to Waive Fees Letter

| | | |
|-------------------------|------------------------------|--|
| Budgeted Item: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Budgeted Amount: | \$0 | |
| Actual Cost: | \$13,980 | |
| Account Number: | | |

Poplar Creek Library- 4300 Audrey Lane – building permits and compliance bond fees

| | Village Plan Review Fee | Village Permit fee | Total Review & Permit Fee to Village |
|--|----------------------------|-----------------------|---|
| <i>Main building permit (paid fee)</i> | \$1,018 | \$10,183 | \$11,201 |
| <i>Demolition (paid fee)</i> | | \$305 | \$305 |
| <i>Fire Alarm - at FSCI (fee not paid yet)</i> | | \$2,042 | \$2,042 |
| <i>Foundation only (paid fee)</i> | | \$432 | \$432 |
| TOTALS | \$1,018 | \$12,962 | \$13,980 |



POPLAR CREEK PUBLIC LIBRARY DISTRICT

MAIN

1405 South Park Avenue
Streamwood, IL 60107-2997
phone: (630) 837-6800 fax: (630) 837-6823

BRANCH

4300 Audrey Lane
Hanover Park, IL 60133-6757
phone: (630) 372-0052 fax: (630) 372-0024

July 17, 2013

Hanover Park village Board:

We are happy to have the opportunity to present our request. We are updating our Hanover Park Library Building to make certain it is ADA compliant and in general give patrons a positive experience when they visit our Branch Library. We are hoping you might be able to consider some relief as far as the cost of the building permit fees. The total of \$24,274.00 was quite a bit more than anticipated. Also, the cost of \$7,555.00 for the water service connection seems high since it was discovered we already had an existing 2 inch tap to the building. We are doing this renovation with money from our reserve fund and trying to be careful with our money. We did receive a \$50,000 grant from the State of Illinois for ADA compliance, but the project is predicated to cost \$1.4 million. Since we rely on our tax collections and a small amount from fines and fees, we hoped you could help us help your community. Whatever you can do would be greatly appreciated and leave us more money for the building.

Thank you for your time and good will.

I am out of town until August 11th, but feel free to call me at 630-550-8828.

Susan Spooner
Board President



TO: Village President and Board of Trustees

FROM: Eira L. Corral, Clerk's Office

SUBJECT: Ordinance Establishing a New Class X Liquor License as a Supplement to Class A, Class C and Class E Liquor Licenses and Requiring a Manager to be Present During Operating Hours For All Licensees.

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 - Board Workshop

Executive Summary

Ordinance Establishing a New Class X Liquor License as a Supplement to Class A, Class E and Class C Liquor Licenses and requiring a manager to be present during operating hours for all licensees.

Discussion

The Ordinance sets a requirement for all licensees to have a manager on duty at the licensed premises during all hours of operation of the licensed premises.

The Ordinance establishes a new Class X Liquor License as a supplement to Class A, Class E and Class C Liquor Licenses. Only premises licensed to sell alcoholic liquor as Class AX, Class EX or Class CX, are authorized to operate video gaming terminals and only when licensed by the Illinois Gaming Board pursuant to the provisions of the Illinois Gaming Act, 230 ILCS 40/1 et seq. and in accordance with this Section.

Class X shall be a supplemental liquor license to Class A, Class AA, Class C, and/or Class E licenses. Class X supplemental liquor licenses must meet the following criteria:

- (1) Meals shall be actually and regularly prepared on premises and served in accordance with either a general or specialized menu;
- (2) Adequate and sanitary kitchen and dining room equipment shall be provided and maintained;
- (3) The licensed premises shall have a minimum square footage of two thousand (2,000) square feet and the establishment shall have a minimum seating capacity in the main dining room or dining rooms of fifty (50) persons and a seat shall be provided for each person;
- (4) The area of the main dining room or dining rooms shall provide a minimum of ten (10) square feet per customer;
- (5) The establishment may contain a bar area, provided that the bar must provide a seat for every patron and the seating and occupancy shall not exceed twenty-five (25%) percent of the actual existing seating capacity in the main dining room and dining rooms;
- (6) All serving of food and beverage shall be at tables with adequate seating as provided above. Provided, however, this prohibition shall not apply to carry-out or off-premises delivery of food only with or without nonalcoholic beverages.

(7) No Class X license shall be issued for any premises located on government owned property.

All other liquor licensees not possessing a supplemental Class X liquor license are prohibited from operating video gaming terminals.

There shall be no more than four (4) Class X supplemental licenses and applications for said licenses for a period ending April 30, 2014, may be made only by current Class A, Class AA, Class C, or Class E licensees who have, prior to May 1, 2013, applied for a license from the Illinois Gaming Board to operate video gaming terminals.

Notwithstanding the provision of (b) of Section 10-42.5 of Chapter 10 of the Municipal Code of the Village of Hanover Park, only the current holders of Class A, Class AA, Class C, and Class E liquor licenses who have, prior to May 1, 2013, applied for a license from the Illinois Gaming Board to operate video gaming terminals, and who receive said licenses prior to April 30, 2014, shall not be subject to (3), (4), (5), and (6) of subparagraph (b), provided they do not reduce their seating capacity or square footage of their licensed premises from that existing on May 1, 2013, and the owner(s) controlling 50% or more of the ownership entity of the licensed premises on May 1, 2013, does not change. Class AA, who meet the foregoing criteria, shall also be eligible under (b) of Sec. 10-42.5 to operate video gaming terminals and obtain a Class X license.

Per the Illinois Gaming Board, as of May 24, 2013, there are six (6) Hanover Park establishments with an active liquor license that have a pending application with the Illinois Gaming Board.

The following four (4) Hanover Park establishments, with an active liquor license, with a pending application to the Illinois Gaming Board, will be eligible:

| | | | |
|-----------------------------|---------------------------------------|---------------|----------|
| Cass, Inc. | DBA Time Out West Sports Pub | 5,625 sq. ft. | Class A |
| Holderman Enterprises, Inc. | DBA Prairie Station Pub | 4,800 sq. ft. | Class AA |
| Mangy Dawg, LLC | DBA Mangy Dawg's Pub and Liquor House | 2,000 sq. ft. | Class AA |
| Bungalow Angie's Corp. | DBA Bungalow Joe's | 3,000 sw. ft. | Class A |

The following two (2) Hanover Park establishments with an active liquor license, with a pending application to the Illinois Gaming Board, would be ineligible:

| | | | |
|---------------------------------|-----------------------------|---------------|----------|
| El Sazon Grill, Inc. | DBA Islas Marias Restaurant | 2,000 sq. ft. | Class A |
| Pollos Al Carbon El Corral, Inc | DBA Chapalas | 2,986 sq. ft. | Class EF |

This item was previously discussed at the Board Workshop of June 20, 2013 and July 18, 2013. The Board directed it be place on the August 1, 2013 Workshop agenda for further discussion.

Recommended Action

Motion to pass an Ordinance Establishing a New Class X Liquor License as a Supplement to Class A Class C and Class E Liquor Licenses and Requiring a Manager to be Present During Operating Hours For All Licensees.

| | | | |
|-------------------------|------------------------------|-----------------------------|-----|
| Budgeted Item: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | N/A |
| Budgeted Amount: | \$ | | |
| Actual Cost: | \$ | | |
| Account Number: | | | |

ORDINANCE NO. O-13-

AN ORDINANCE ESTABLISHING A NEW CLASS X LIQUOR LICENSE AS A SUPPLEMENTAL LICENSE TO CLASS A, CLASS C, AND CLASS E LIQUOR LICENSES AND REQUIRING A MANAGER TO BE PRESENT DURING OPERATING HOURS FOR ALL LICENSEES

WHEREAS, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Chapter 10, Alcoholic beverages, of the Municipal Code of Hanover Park, as amended, be and is hereby amended by modifying (c) of Section 10-24 of Chapter 10, as follows:

Sec. 10-24 - Manager - employees.

* * * * *

- (c) Every licensee shall provide a manager on duty at the licensed premises during all hours of operation of the licensed premises. No employee shall sell or serve alcoholic beverages in Class A, Class AA, Class AAA, Class C, Class E, Class B, Class F, Class EF, or Class J licensed establishments and no manager shall be provided without completing the BASSET training program as required in section 10-5(d).

SECTION 2: That Chapter 10, Alcoholic beverages, of the Municipal Code of Hanover Park, as amended, be and is hereby amended by modifying (b) of Section 10-42.5 of Chapter 10, as follows:

Sec. 10-42.5 - Gambling and video gaming.

* * * * *

- (b) Only premises licensed to sell alcoholic liquor as Class AX, Class CX, and Class EX are authorized to operate video gaming terminals and only when licensed by the Illinois Gaming Board pursuant to the provisions of the Illinois Gaming Act, 230 ILCS 40/1 et seq. and in accordance with this Section.

Class X shall be a supplemental liquor license to Class A, Class AA, Class C, and/or Class E licenses. Class X supplemental liquor licenses must meet the following criteria:

- (1) Meals shall be actually and regularly prepared on premises and served in accordance with either a general or specialized menu;
- (2) Adequate and sanitary kitchen and dining room equipment shall be provided and maintained;
- (3) The licensed premises shall have a minimum square footage of two thousand (2,000) square feet and the establishment shall have a minimum seating capacity in the main dining room or dining rooms of fifty (50) persons and a seat shall be provided for each person;
- (4) The area of the main dining room or dining rooms shall provide a minimum of ten (10) square feet per customer;
- (5) The establishment may contain a bar area, provided that the bar must provide a seat for every patron and the seating and occupancy shall not exceed twenty-five (25%) percent of the actual existing seating capacity in the main dining room and dining rooms;
- (6) All serving of food and beverage shall be at tables with adequate seating as provided above. Provided, however, this prohibition shall not apply to carry-out or off-premises delivery of food only with or without nonalcoholic beverages.
- (7) No Class X license shall be issued for any premises located on government owned property.

All other liquor licensees not possessing a supplemental Class X liquor license are prohibited from operating video gaming terminals.

The fee for the Class X license shall be \$500 per annum.

There shall be no more than four (4) Class X supplemental licenses and applications for said licenses for a period ending April 30, 2014, may be made only by current Class A, Class AA, Class C,

or Class E licensees who have, prior to May 1, 2013, applied for a license from the Illinois Gaming Board to operate video gaming terminals.

* * * * *

SECTION 3: Transition Schedule. Notwithstanding the provision of (b) of Section 10-42.5 of Chapter 10 of the Municipal Code of the Village of Hanover Park, only the current holders of Class A, Class AA, Class C, and Class E liquor licenses who have, prior to May 1, 2013, applied for a license from the Illinois Gaming Board to operate video gaming terminals, and who receive said licenses prior to April 30, 2014, shall not be subject to (3), (4), (5), and (6) of subparagraph (b), provided they do not reduce their seating capacity or square footage of their licensed premises from that existing on May 1, 2013, and the owner(s) controlling 50% or more of the ownership entity of the licensed premises on May 1, 2013, does not change. Class AA, who meet the foregoing criteria, shall also be eligible under (b) of Sec. 10-42.5 to operate video gaming terminals and obtain a Class X license.

SECTION 4: That each section, paragraph, sentence, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

SECTION 5: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 6: That this Ordinance shall, by authority of the Village Board of the Village of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect.

ADOPTED this day of , 2013, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____

Rodney S. Craig
Village President

ATTESTED, filed in my office, and
published in pamphlet form this
day of _____, 2013.

Eira Corral, Village Clerk



TO: Village President and Board of Trustees
FROM: Eira L. Corral, Village Clerk/Collector
SUBJECT: New Class E- Beer and Wine Consumption on Premise Liquor License

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 – Board Workshop

Executive Summary

The establishment, Blackhawk Restaurant Group LLC Series HP Hanover Park, DBA Penny’s Place, is seeking approval for a Class E Liquor License.

Discussion

Blackhawk Restaurant Group LLC Series HP Hanover Park, DBA Penny’s Place, has a lease with the Novogroder Group Co, Inc. at 680 Wise Rd. The establishment is currently vacant. Blackhawk Restaurant Group LLC Series HP Hanover Park, DBA Penny’s Place, has submitted an application to the Liquor Commission for a Class E liquor license for the retail sale of beer and wine for consumption on the premises only of establishments that have a valid food service establishment license as required in section 58-221. Sale of beer or wine shall be made only in conjunction with the purchase of a meal for each person who consumes either beer or wine. If the licensee has customer self-service of food from a service counter, the sale and delivery of beer and wine shall only be made by employees of the licensee at the customer's dining table or directly to the customer from a separate counter with cash register only for the sale of beer and wine which shall be separate and apart from the customer self-service food counter.

If approved, this license would increase the number of Class E licenses to two. The application has been reviewed by the Clerk’s Office for compliance with all Village Code requirements and has been approved by the Liquor Commissioner.

Please note that the corporation has demonstrated interest in applying for a gaming license with the Illinois Gaming Board.

Recommended Action

Motion to pass an ordinance increasing the number of Class E liquor licenses (Blackhawk Restaurant Group LLC Series HP Hanover Park, DBA Penny’s Place).

Attachments: Ordinance
 Classification of Licenses Desc.

| | | | |
|-------------------------|---------|--------|-----|
| Budgeted Item: | ___ Yes | ___ No | N/A |
| Budgeted Amount: | \$0 | | |
| Actual Cost: | \$0 | | |
| Account Number: | N/A | | |

Agreement Name: _____ NONE _____

Executed By: _____ Workshop Meeting 8/1/13

ORDINANCE NO. O-13-

AN ORDINANCE INCREASING THE NUMBER OF CLASS E LIQUOR LICENSES (BLACKHAWK RESTAURANT GROUP LLC SERIES HPHANOVER PARK D/B/A PENNY'S PLACE) IN THE VILLAGE OF HANOVER PARK

WHEREAS, the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance; and

WHEREAS, the Liquor Control Commissioner has determined that: Blackhawk Restaurant Group LLC Series HPHanover Park d/b/a Penny's Place, is qualified for a Class E liquor license for its restaurant to be located at 680 Wise Road; and

WHEREAS, the Liquor Control Commissioner has recommended to the Board of Trustees the adding of a Class E liquor license for issuance to Blackhawk Restaurant Group LLC Series HPHanover Park d/b/a Penny's Place; now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Section 10-8 of the Municipal Code of Hanover Park, as amended, be and is hereby amended to read as follows:

Sec. 10-8. Number of licenses to be issued.

There shall be issued in the village no more than the following number of licenses to be in effect at any one time:

* * * * *

Class E - Two (2)

* * * * *

SECTION 2: That each section, paragraph, sentence, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

SECTION 3: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 4: That this Ordinance shall, by authority of the Village Board of the Village of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect.

applicant's most recent annual report filed with the Secretary of State of Illinois. All applications shall state the time period for which the permit shall be applicable and shall state whether the permit is for solely an outdoor location. No permit shall be issued until the liquor commission has received evidence that the applicant shall have satisfactory dram shop insurance in effect during the period for which each permit shall be issued.

- (9) *Class H.* Which shall authorize the sale of alcoholic liquor for consumption on the premises only to a not-for-profit, village-wide corporation, as defined in chapter 805, section 105/101.80), of the General Not for Profit Corporation Act of the State of Illinois, except clubs as herein defined, whose purpose and function is providing benefit or assistance to village charitable athletic, religious or youth service programs. An application shall contain a copy of the applicant's recorded articles of incorporation and a copy of the applicant's most recent annual report filed with the Secretary of State of Illinois.
- (10) *Live entertainment.* In addition, licenses AA, A, C, E, H and G may obtain a license to allow live entertainment on the licensed premises during legal hours.
- (11) *Sampling.* In addition, class A, AA, AAA, B and F licenses may permit the testing or sampling of up to three different brands of alcoholic liquor on the premises if said testing or sampling is part of a promotion or sales device to encourage the sale of packages liquor, and no charge of any kind or character is made for such sample or testing. No customer shall receive more than three samples of any alcoholic liquor. Sample containers shall have a maximum capacity of one-half ounce and be disposed of after a single use.
- (12) *Beer gardens.*
- a. In addition, license holders of a class A, AA, AAA, E and G license are eligible for a beer garden license to be issued at the discretion of the liquor commissioner. It shall be unlawful for any person to keep, maintain, conduct or operate a beer garden without first obtaining a license in compliance with this chapter and Code.
 - b. A "beer garden" shall mean an open, outdoor area with or without a roof where alcoholic beverages are served or consumed.
 - c. No beer garden shall be permitted or operated except in conformity with the following regulations:
 1. The beer garden shall be particularly described and approved as to location and construction and adjacent to and operated as part of the premises licensed to sell such alcoholic beverages for consumption on the adjoining premises.
 2. Beer gardens shall be no greater in area than one-half of the floorspace of a licensed premises and shall not be expanded beyond the area approved in the beer garden license.
 3. The occupancy of beer gardens shall be limited to one person for every ten square feet and shall have the occupancy posted conspicuously within the beer garden.
 4. Any part of the beer garden not abutted by a building, shall be enclosed by a hedge or fence not less than three feet high surrounding the area and shall comply with all village ordinances.
 - 5.



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
David Webb, Police Chief

SUBJECT: Balcony Ordinance discussion

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 - Board Workshop

Executive Summary

The Code Enforcement Unit is looking for Board input and direction on whether or not to proceed with an ordinance regulating what property may be placed on a balcony.

Discussion

A goal the Code Enforcement Unit has been tasked with is improving the appearance, image and pride of the community. In the past, there has been discussion on passing an ordinance that would regulate what property may be placed on a balcony. This discussion has occurred due to complaints regarding large amounts of property being stored on balconies resulting in it becoming an eyesore. This discussion often centers on apartment complexes that have many balconies. Some examples of balcony ordinances with different degrees of regulation are as follows:

ORLAND PARK:

Chapter 8 Rental Housing

Section 5-8-4-2 Property Maintenance

No Rental Residential Unit shall be occupied or continued to be occupied unless the structure in which said Unit is located complies with the provisions and standards of the Village Property Maintenance Code (VC 5-7) and is maintained in a structurally sound condition and kept free from health, fire and other hazards to life and property.

3. Exterior Balconies:

Exterior balconies and porches may not be used as storage areas

7. Interior Storage:

In a common area, patio, balcony, hallway, stairwell, or in any living areas, it shall be unlawful to:

1. Accumulate and store building materials, lumber, boxes, and cartons, scrap metal, machinery, junk, flammable or hazardous materials or devices in such quantities or in such a manner as to create a fire, health, or other hazard to the premises or persons residing therein.

Agreement Name: _____

Executed By: _____ Workshop Meeting 8/1/13

2. Store gasoline and similar combustible liquids; if stored in a multi-family dwelling must be locked in an approved fire resistant cabinet.
3. Store a motorcycle, moped, gasoline powered lawnmower, snow blower, or other similar equipment which may contain a hazardous material including, without limitation, gasoline.

HOFFMAN ESTATES:

Chapter 11 Building Requirements

Article 1. Rules Adopted by Reference

Section 11-1-2 Additions, insertions and changes

D. The following sections of the International Property Maintenance Code/2009 are hereby revised as follows:

6. Section 302 – Exterior Property Areas

302.10 Outside Storage. There is to be no outside storage in the front yard of any residential property. Side yard storage shall be limited to garbage, recycling, receptacles, yard waste bags and firewood. The Director of Code Enforcement may grant exceptions to this regulation, for limited periods of time. Storage on balconies shall be limited to outdoor lawn furniture, potted plants, and approved barbecue grills provided that the property management permits such items. A maximum of two (2) bicycles shall be permitted on balconies in apartment or condominium buildings provided that the management or association provides no other storage options and the apartment management or condominium homeowners association rules do not prohibit such storage. Bicycles, motorcycles and other motorized cycles shall not be secured to any tree, post, fence or other accessory structure except approved bicycle racks in any apartment, condominium or town home complex.

HIGHWOOD:

10-1-4-5 Property Maintenance Code Amendments:

B. Specific amendments:

302.10.2 Balcony Storage Prohibited. Neither the owner nor the occupant of any premises (other than a detached single family unit) shall permit any exterior balcony, landing, deck or roof which is visible from any public way to be used for the storage of personal property which is not intended for use on the balcony by the occupants of the unit on the balcony. "Intended for use by the occupants of the unit" means any item of furniture which is not prohibited hereunder, decorative plant (whether real or artificial), grill, barbecue, smoker, chimney and/or outdoor fireplace. Neither the owner nor the occupant of any premises (other than a detached single family unit) shall at any time permit the storage of furniture which is prohibited hereunder, fitness equipment, bicycles, building materials, tires, clothing, laundry, or textiles on any balcony, landing, deck or roof. Notwithstanding the above, bicycles are permitted on decks attached to the first floor of a structure.

BUCKHANNON:

Article IV – Prohibited Acts

No person in any residentially zones district situated within the corporate limits of the City of Buckhannon shall store, collect, park, leave, deposit, maintain, reserve, put aside for future use, permit, or allow to remain on any porch, balcony, roof,

patio, or yard, other than in a completely enclosed building or structure, any of the following:

- a) Junk, rubbish, clutter, litter or debris;
- b) Lumber or other building materials or equipment except for those materials or equipment related to projects for which a current, valid building permit has been issued. Building materials shall include but are not necessarily limited to lumber, bricks, concrete or cinder blocks, plumbing materials, electrical wiring or equipment, heating ducts, shingles, mortar, concrete or cement, screws, or any other materials or equipment generally used in construction; and,
- c) Upholstered furniture, mattresses, materials and other similar products not normally intended, designed, built or manufactures for outdoor use unless such is located entirely within an enclosed porch, balcony, deck or patio attached to the primary, residential building.

LARKSPUR HOA-

Balconies, Patios, Porches and Stoops

1. The balconies, patios, porches and stoops adjoining a particular Unit shall only serve and shall only be used by the owner, tenant or resident of that particular Unit.
2. The balconies, patios, porches and stoops shall be kept free of rubbish, debris, and other unsightly materials. A Unit Owner, tenant or resident who causes rubbish, shopping carts, debris, garbage containers, or any other unsightly materials to be placed upon the balconies and patios, will be responsible for all costs and expenses incurred by the Association in having such material picked up.
3. Movable lawn furniture (if not piled or stacked), planters, and vegetable or flower holders may be placed on balconies, patios, porches and stoops. However, no items may be fixed to or hung from or over any balcony railings. No indoor or outdoor carpeting or chicken wire is permitted on the balconies and patios.
4. Grills: Charcoal grills cannot be used or stored on balconies, front entrances, or under any portion of the stairs, with the exception of Phase 8 where they may be stored on the front stoop. When in use, charcoal grills must be placed a minimum of ten (10) feet away from the building. Only gas or electric grills are permitted to be used on the balconies, patios, porches and stoops. Any type of grill can be stored on the back patio of Units 2, 3, 5 or 6, and they may be secured to the wooden pillars with plastic coated chains. No grilling of any type may be done in the garage spaces. [See attached Exhibit A for grilling guidelines.]

NOTE: Grills must be kept away from the building walls, especially where siding can become blackened, melted or warped.

5. The use of tiki lights and fire pits are allowed, but they must be placed a minimum of ten (10) feet away from the buildings located on the Larkspur Property. They may not be attached to any part of the building, wood, or balconies. Tiki lights and fire pits must be extinguished when not attended, and

must be removed from the common area when not in use.

- 6. Balconies, patios, porches, stoops and outdoor utility meter sheds may not be used as a storage facility or to store items of personal property, including but not limited to toys and recreation equipment. The utility sheds do not belong to the Unit Owner, but rather to Phase Association and to the utility companies. Entrances to the utility sheds cannot be blocked in any way.
- 7. Nothing which is unsightly or which creates a nuisance or a hazard to the health, welfare and safety of Association residents or other individuals shall be stored or used on balconies, patios, porches and stoops (i.e., flammable or combustible materials garbage, etc.)

The Code Enforcement Unit has prepared a short video with examples from within the Village regarding this issue. This issue is a complicated one, as apartments often have limited space for storage.

Recommended Action

Move to provide direction to the Code Enforcement Unit on whether the Board wishes staff to draft an ordinance regulating what items may be placed or stored on a balcony and bring back to a future Workshop for review.

| | | |
|-------------------------|------------------------------|-----------------------------|
| Budgeted Item: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Budgeted Amount: | \$N/A | |
| Actual Cost: | \$ | |
| Account Number: | | |



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
Katie Bowman, Village Planner

SUBJECT: Hanover Square Leasing Agent RFP Results

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 – Board Workshop

Executive Summary

Review results of RFP for Leasing Agent for Hanover Square Shopping Center and provide direction for execution of a listing agreement.

Discussion

Following conclusion of the listing agreement with the current leasing agent, Iron Real Estate, staff released a Request for Proposals (RFP) for a leasing agent for the Hanover Square Shopping Center. The RFP was issued in order to obtain a range of proposals and ideas for leasing tenant spaces in the center. Three responses were received and were interviewed, including Edgemark Commercial Real Estate, Summers Commercial Realty, and Coldwell Banker Commercial.

At this time, staff and Property Managers recommend Randolph Taylor and Chris Surico and their team at Coldwell Banker Commercial as leasing agent for the center. Staff has worked with the agents to draft a one-year listing agreement, which has been reviewed by the Village Attorney and is being presented to the Village Board for review and approval.

Coldwell Banker Commercial was found to be the best fit for the Hanover Square Shopping Center for several reasons. They are enthusiastic about the project and have a team that is ready and available to work with the Village. They have experience leasing similar properties in the area and understand the property's strengths. They have a wide network of retail and broker contacts whom they will promote the center to through a variety of means. They have a structured approach for reaching out to potential tenants and a user-friendly means of communicating their results. They are also able to assist the Village with analysis of the financial and operational costs and benefits of potential tenants.

Coldwell Banker Commercial also offers competitive rates, with a commission rate of 8% of first year rent, plus 6% of the subsequent 5 year's rents, and a 50% commission split with cooperating brokers who they work with to gain tenants. For an average \$10 per square foot triple net lease for a 2,500 square foot space, the commission would be approximately

Agreement Name:

Executed By:

Workshop Meeting 8/1/13

Page 23

\$8,000, which is \$3.20 per square foot for a five year lease. As a means of comparison, the leasing rate for Iron Real Estate and Edgemark for a 2,500 square foot space is \$5.50. See page 5 of the RFP response for more information on their compensation rates.

If approved, Coldwell Banker Commercial will work with Staff to develop a marketing campaign for the center and to identify target tenants. This will be based upon technical analysis of the local retail market as well as the Village's vision for the center. Marketing outreach will include signs, brochures, eblasts, and online listings. They will provide updates on their activities through an online project management system and monthly updates, which may be shared with the Village Board. Their RFP response is attached as Exhibit 1. See pages 10, 11, and 16 in particular for more information on their marketing approach.

Recommended Action

Move approval of an exclusive listing agreement for leasing space in the Hanover Square Shopping Center with Coldwell Banker Commercial and place on the August 15 Village Board agenda for approval.

Attachments: Exhibit 1 – Leasing Agent RFP Response - Coldwell Banker Commercial
Exhibit 2 – Leasing Agreement (to be provided under separate cover prior to the meeting)

| | | |
|-------------------------|---|-----------------------------|
| Budgeted Item: | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Budgeted Amount: | \$ 15,000 | |
| Actual Cost: | based upon commission | |
| Account Number: | 052-0000-470-03-61 | |

Marketing Proposal: Hanover Square Shopping Center

6602-6794 Barrington Rd Hanover Park, IL 60133



Prepared For:

Katie Bowman, AICP Village Planner
Village of Hanover Park
2121 Lake St
Hanover Park, IL 60133

Presented By:

Coldwell Banker Commercial NRT
2215 Sanders Rd
Northbrook, IL 60062

Randolph Taylor 630.344.9355
rtaylor@cbcworldwide.com

Chris Surico 630.234.5575
csurico@cbcworldwide.com



Table of Contents

1. Executive Summary

- Coldwell Banker Commercial
- Compensation

2. Qualifications

- Firm
- Randolph Taylor
- Chris Surico

3. Approach

- Property/Market Assessment
- Leasing/Marketing Strategy

4. References

5. Marketing Materials

Executive Summary: Coldwell Banker Commercial NRT - Chicago

Coldwell Banker Commercial NRT

2215 Sanders Rd
Suite#300
Northbrook, IL 60062
Phone: (847) 313-4600

Clients Represented

Cigna Healthcare
Aetha
CVS Pharmacy
Hospital Corp. of America
Life Source
Athletico Rehabilitation
Bahai's Temple
Image Sun Tanning Centers
Cooper Surgical
Kimberly Clark Corp.
Southern Pacific Railroad
Franklin Covey
Kraft Foods
Quest Diagnostics
Flagstar Bank
Orbitz, Ind.
Sprint
Motorola
Solo Cup
American Express
Fifth Third Bank
Miracle Ear
Goldfish Swim Schools
Georgios Oven Fresh Pizza
Atradius Trade Credit

Coldwell Banker Commercial NRT is one of Chicago's most respected leaders in commercial real estate. Our seasoned professionals are actively involved in many real estate and community organizations in Chicago and on a national level. These activities allow Coldwell Banker Commercial NRT to have a pulse on the market and future trends.

Services

- Acquisition and Disposition Services
- Brokerage and Transaction Management
- Design and Construction
- Corporate Services
- Investment Analysis
- Market Research and Analysis
- Project Management
- Property Development
- Property Management
- Facilities Management
- Relocation Services
- Space Planning
- Valuation Services
- Asset Services

Awards

- Top 2% Nationally
- Top Broker in Region 2011
- Bronze Circle of Distinction 2008, 2009, 2010
- Platinum Circle of Distinction 2007
- Silver Circle of Distinction 2006, 2007, 2008

Executive Summary: Fee Schedule



Compensation

In order to get this marketing plan “off and running” you will have to give us the authorization to do so. Attached hereto is our Exclusive Authorization to Lease the property.

Commissions and Fees – Coldwell Banker Commercial will pay for all marketing expenses deemed necessary by us to effectively market and lease your property for the highest rates in the shortest time possible.

The commission structure is as follows:

The commission rate shall be **8%** of the first lease year’s base rent less any rent abatement and **6%** of each subsequent lease year’s base rent for the initial lease term (minimum 5-year lease term) offering a competitive **50%** Cooperative Commission split to Leasing Brokers to further enhance the marketability of your listing in the marketplace. Commissions will be due and payable in full within 30-days of lease execution.

It is important to know that our firm fully cooperates with the Brokerage Community to ensure any and all leasing interests will be presented for your consideration regardless of representation.

Term of Listing – We recommend a twelve (12) month listing term. We do not imply that the property cannot be leased before this period ends, but rather, to take full advantage of the momentum that will be built with our marketing program to lease all of the upcoming available space in the building.

Qualifications: National Clients/Industry Recognition

National Clients



Industry Recognition

CBC ranked in the top 10 of Lipsey's Top 25 Commercial Real Estate Brands



The CBC organization has more CCIM, SIOR and NAR Commercial members than any other commercial real estate organization



National Real Estate Investor ranked CBC in its "Best of the Best" top national brokerage list



Qualifications: Randolph J. Taylor



Randolph J. Taylor
MBA, CCIM, Broker

Sales, Leasing & Investments

Background

Randolph Taylor MBA, CCIM, Real Estate Broker with over 15 years of commercial real estate sales, leasing, investment and asset management experience.

Mr. Taylor works out of Coldwell Banker Commercial's Naperville office servicing the Chicago Western Suburbs providing comprehensive tenant representation, landlord representation and investment sales service for the office and retail sectors.

Prior to joining Coldwell Banker Commercial NRT, Randolph was the National Portfolio Planning Manager for Bridgestone Retail Operations N.A. developing strategic market planning, growth, acquisition, disposition and asset management plans for a portfolio of over 2,300 retail, office and distribution center properties for Bridgestone/Firestone.

Primary Specialties

- Retail
- Office
- NNN Leased Investments

Disciplines

- Landlord Representation
- Tenant Representation
- Retail Site Selection
- Investment Sales
- Asset Management

Education

- MBA w/Finance Emphasis
- CCIM Commercial Real Estate Finance
- BA Geography w/Urban Planning Emphasis

Business Organizations

- CCIM Certified Commercial Investment Member
- ICSC International Council of Shopping Centers
- NICAR Northern Illinois Commercial Association of Realtors
- NAR National Association of Realtors
- IAR Illinois Association of Realtors

Qualifications: Chris Surico



Chris Surico
Senior Executive

Commercial Real Estate
Executive

Background

Mr. Surico has over 15 years of experience in Commercial Real Estate in the East-West Corridor of Suburban Chicago. Before Joining Coldwell Banker Commercial, he spent 8 years with GGrubb & Ellis and 4 years with Jones Lang LaSalle and brings considerable local market knowledge to Coldwell Banker Commercial's leasing team. In addition, he brings the perspective of a business owner/entrepreneur, having founded and operated his own business for nearly a decade.

"My primary focus has been on both tenant representation and agency leasing, representing commercial property owners throughout the Chicago suburban East-West Corridor office market. Below is a brief list of my representative clients and transaction history":

Transaction Experience over the last 5 years

| Client | Size (S.F.) | Description |
|----------------------------------|-------------|---|
| Amerimar | 205,000 | Leasing to sale of three buildings in Lisle |
| Archon Group | 180,000 | Stabilized leasing for Class B asset prior to sale |
| Reed Elsevier/Cannors Publishing | 169,000 | Subleased 100,000 s.f. in 2003 |
| Prudential Realty Group | 120,000 | Member of leasing team |
| Principal Real Estate Advisors | 117,000 | Stabilized challenging lease assignment prior to sale |
| Cornerstone Real Estate Advisors | 101,000 | Member of leasing team |
| Premises Group | 101,000 | Stabilized two buildings 95% within 12 months |
| Comar Properties | 51,000 | Leasing to Sale |
| 5 th 3rd Bank | In 2011 | Successfully Sold 2 Bank Owned Vacant Properties |
| MetLife | 30,000 | Successfully subleased entire space |
| GM | 60,000 | Tenant Representation |
| Chicago Office Technology | 6,000 | Tenant Representation |
| Advanced Capital Management | 2,500 | Tenant Representation |
| HJ Heinz | 2100 | Tenant Representation |
| Column Business Systems | 6,000 | Tenant Representation |
| Zellner & Associates | 4,500 | Tenant Representation |
| Bimbo Bakeries | 50,000 | Build To Suit |

Primary Specialties

- Retail
- Office

Disciplines

- Landlord Representation
- Tenant Representation

Education

- BA Philosophy
- BA Economics

Business Organizations

- NAR National Association of Realtors
- IAR Illinois Association of Realtors

Qualifications: Summary

Why Coldwell Banker Commercial?

- Because we have the experience, contacts, and knowledge to help you with the sale / lease of your property.
- We have the resources to get the transaction done in a complete and timely manner.
- We have the technology to provide you with up to date statistics, maps, and demographics, giving you the tools necessary to make an informed decision.
- We form strong client relationships from our hard work, our loyalty, confidentiality and trustworthiness. We put the needs and the best interests of the clients first.
- We utilize a marketing platform that was built for the successful marketing of your property
- The Coldwell Banker Commercial organization has the largest domestic footprint in commercial real estate with over 200 Companies and early 2,800 professionals across the globe
- Cutting-edge Property Searching & Listing: cbcworldwide.com with Over 16,000 property listings
- The Coldwell Banker Commercial organization completes over 12,000 Transactions yearly, and increases year over year



Approach - Overview

We are committed to offer the highest standards of professional service to all our customers. To assure you that your property is marketed to its fullest potential and to obtain the highest possible market value, the following will be completed:

Overview:

Hanover Square Shopping Center is a very strong candidate for Coldwell Banker Commercial and specifically Randolph Taylor & Chris Surico. Both Mr. Taylor and Mr. Surico have a very strong presence in this market, representing many Landlords, Tenants, and businesses providing you direct exposure to prospective buyer for your property. Mr. Taylor and Mr. Surico significant market coverage coverage in the Chicago E-W Corridor and Western Suburbs providing Ownership with maximum activity on the property.

Signage: 4' X 8' "For Lease" Sign:

Installation of a professionally produced "For Lease" sign with appropriate sign riders to target the market and get the prospects to call for more information. The sign will be branded with the Coldwell Banker Commercial organization presenting your property in a positive manner that you are professionally represented by a respected national commercial real estate firm. The sign shall be provided at Brokers expense.

Commercial Brokers:

Coldwell Banker Commercial maintains lists of all commercial real estate brokers to target market those also active with prospective tenants for your property. As Coldwell Banker Commercial operates in professional and ethical manner with other firms and Brokers, our offerings are well received and considered for other Brokers clients.

Listing Services:

Your property will receive premium positioning in a number of Commercial Property Listing Services including Loopnet, CoStar, Northern Illinois Commercial Association of Realtors and the National Commercial Property Information Exchange to name a few. .

Brochure:

In-house flyer and marketing packet is produced with pictures to highlight the best features of the property. This packet is included in the e-mail to new prospects, current customers, clients and commercial agents. An in-house flyer will be prepared within 30 days of a fully executed Listing Agreement.

Email Brochure (E-blast):

Professionally designed email marketing programs are utilized to promote your property to other Brokers, Tenants, businesses, personal and company clients lists. Email marketing platforms are utilized to ensure better deliverability, viewing and more views to ensure your property is reaching our audience and more likely to be read.

Approach - Overview

Mailings:

Customized mailing lists will be created with targeted prospects for the property to market to the highest and best use for your property.

Marketing Seminars:

We will present the property at the various industry seminars/conventions/meetings that we attend, including agent monthly meetings and agent events.

National Marketing:

Your property will benefit from one of the most comprehensive national commercial real estate marketing platforms with Coldwell Banker Commercial. Coldwell Banker Commercial NRT is one of the few national real estate companies in the nation, with offices coast to coast in primary, secondary and tertiary markets.

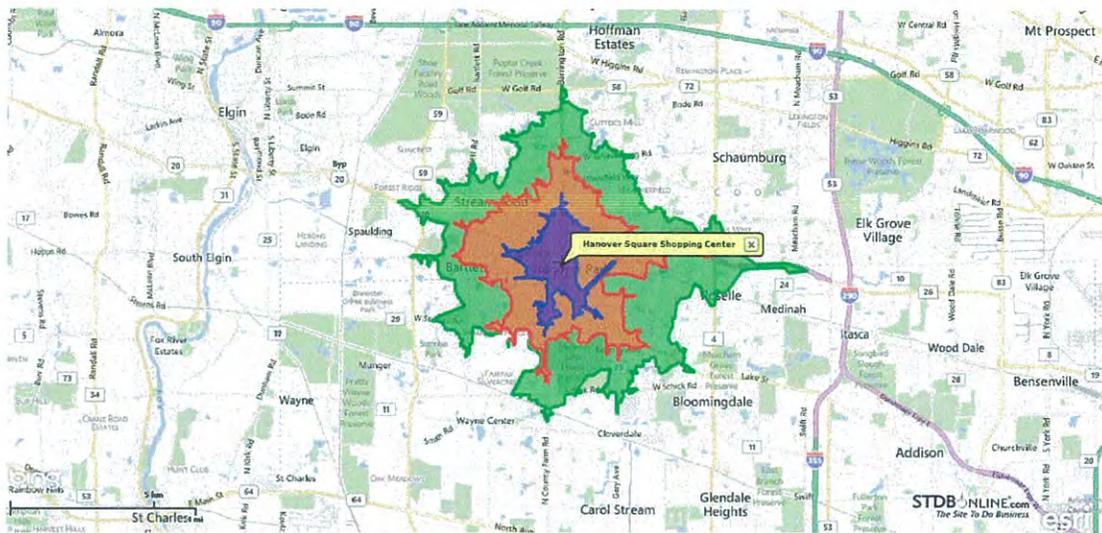
Brokerage Activities:

- Proactively market your property to a targeted audience utilizing multiple marketing platforms
- Arrange showings for co-operating agents and direct clients.
- Contact you regularly with verbal progress reports.
- Prepare monthly prospect list for you.
- Review marketing activities with you.
- Pre-qualify potential tenants.
- Present and discuss all offers on the property with you.
- Negotiate the transaction with you.
- Finalize the transaction.

Approach – Mapping & Demographic Analysis (Supply/Demand)

Identifying Underserved Sectors:

Utilizing sophisticated mapping, demographic and business data analysis, underserved industry sectors are identified to aid in the selection of retailers and tenant mix that will be well supported by the surrounding community better ensuring both tenant and ownership success. Gone are the days of simply ring analysis. Today's sophisticated Geographic Information Systems are able to generate drive-time analysis more in tune with the actual routes of consumers to identify the core trade area for the center. This information is important to both identify retailer prospects, but is also used to build a compelling case to attract their attention to your center.



2015 Retail MarketPlace Forecast

Hanover Square Shopping Center
6602 Barrington Rd, Hanover Park, IL, 60133, 3-5-7 Minute...
Drive Time: 3 minutes

Prepared by Randolph Taylor
Latitude: 41.992005
Longitude: -88.144854

| Summary Demographics | | | | | | |
|---|-----------|------------------------------|--------------------------|------------|---------------------------|-------------------------|
| 2015 Population | | | | | | 11,541 |
| 2015 Households | | | | | | 3,223 |
| 2015 Per Capita Income | | | | | | \$24,232 |
| Industry Summary | NAICS | Demand (Retail Potential) | Supply (Retail Sales) | Retail Gap | Leakage/Surplus Factor | Number of Businesses |
| Total Retail Trade and Food & Drink | 44-45,722 | \$101,569,924 | \$73,188,130 | 28,381,793 | 16.2 | 50 |
| Total Retail Trade | 44-45 | \$86,205,695 | \$58,989,254 | 27,216,441 | 18.7 | 35 |
| Total Food & Drink | 722 | \$15,364,228 | \$14,198,876 | 1,165,352 | 3.9 | 15 |
| Industry Group | NAICS | Demand (Retail Potential) | Supply (Retail Sales) | Retail Gap | Leakage/Surplus Factor | Number of Businesses |
| Motor Vehicle & Parts Dealers | 441 | \$20,897,488 | \$2,703,610 | 18,193,878 | 77.1 | 3 |
| Automobile Dealers | 4411 | \$18,305,621 | \$1,255,792 | 17,049,829 | 87.2 | 0 |
| Other Motor Vehicle Dealers | 4412 | \$1,324,240 | \$0 | 1,324,240 | 100.0 | 0 |
| Auto Parts, Accessories & Tire Stores | 4413 | \$1,267,627 | \$1,447,818 | -180,191 | -6.6 | 2 |
| Furniture & Home Furnishings Stores | 442 | \$3,090,496 | \$1,503,288 | 1,587,208 | 34.6 | 1 |
| Furniture Stores | 4421 | \$1,960,989 | \$1,347,153 | 613,836 | 18.6 | 1 |
| Home Furnishings Stores | 4422 | \$1,129,507 | \$156,136 | 973,371 | 75.7 | 1 |
| Electronics & Appliance Stores | 4431 | \$2,988,954 | \$1,107,870 | 1,881,084 | 45.9 | 3 |
| Bldg Materials, Garden Equip. & Supply Stores | 444 | \$3,446,298 | \$7,509,386 | -4,063,087 | -37.1 | 5 |
| Bldg Material & Supplies Dealers | 4441 | \$3,224,092 | \$7,206,504 | -3,982,412 | -38.2 | 4 |
| Lawn & Garden Equip & Supply Stores | 4442 | \$222,206 | \$302,882 | -80,675 | -15.4 | 1 |
| Food & Beverage Stores | 445 | \$18,932,697 | \$9,577,062 | 9,355,635 | 32.8 | 7 |
| Grocery Stores | 4451 | \$17,511,823 | \$9,335,290 | 8,176,533 | 30.5 | 6 |
| Specialty Food Stores | 4452 | \$652,932 | \$29,451 | 623,481 | 91.4 | 0 |
| Beer, Wine & Liquor Stores | 4453 | \$767,942 | \$212,321 | 555,621 | 56.7 | 1 |
| Health & Personal Care Stores | 446,4461 | \$2,519,201 | \$2,846,341 | -327,140 | -6.1 | 3 |
| Gasoline Stations | 447,4471 | \$13,981,484 | \$15,005,275 | -1,023,791 | -3.5 | 3 |

Property Overview

Property Overview

Center Name

Address

Hanover Square

6602-6794 Barrington Rd Hanover Park, IL 60133

Property Specifications

Property Type: Retail - Neighborhood Center

Class: B

GLA: 114,750 Rentable Square Feet

Land: 9 Acres

Year Built/Renovated: 1965/1988

Number of Stories: 1

Number of Stores: 21

Property Features

Signage: Monument & Signband

Parking: 472 Surface Spaces

Anchor Tenants: Family Dollar, Dino's Finer Foods

Lease Information

Space Available: 54,285

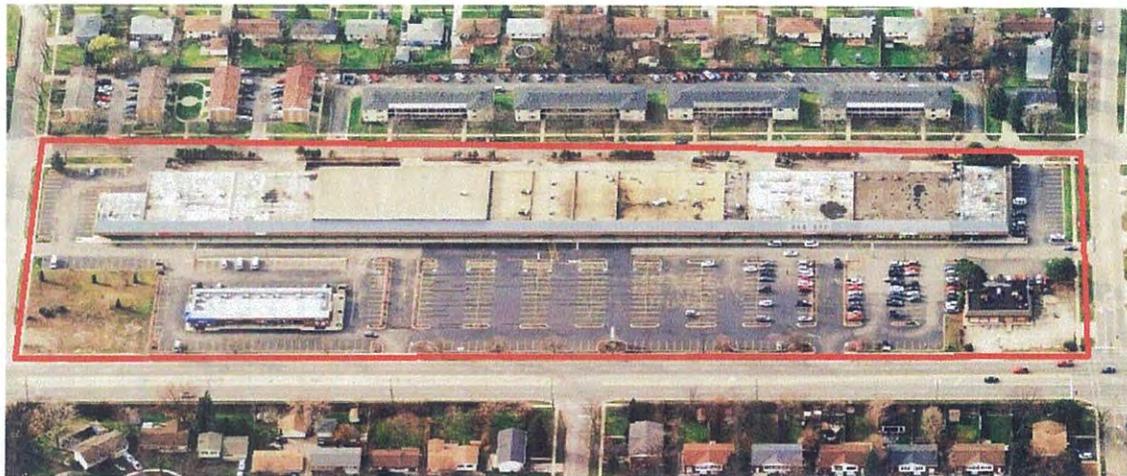
Divisible: 1,000/3,620/5,030/6,750/38/885

% Leased: 53%

Rates: Negotiable

NNN's: TBD

Property Overview – Aerials & Photos



Market Overview – Far Northwest Sub-Market (Chicago)

Market Overview

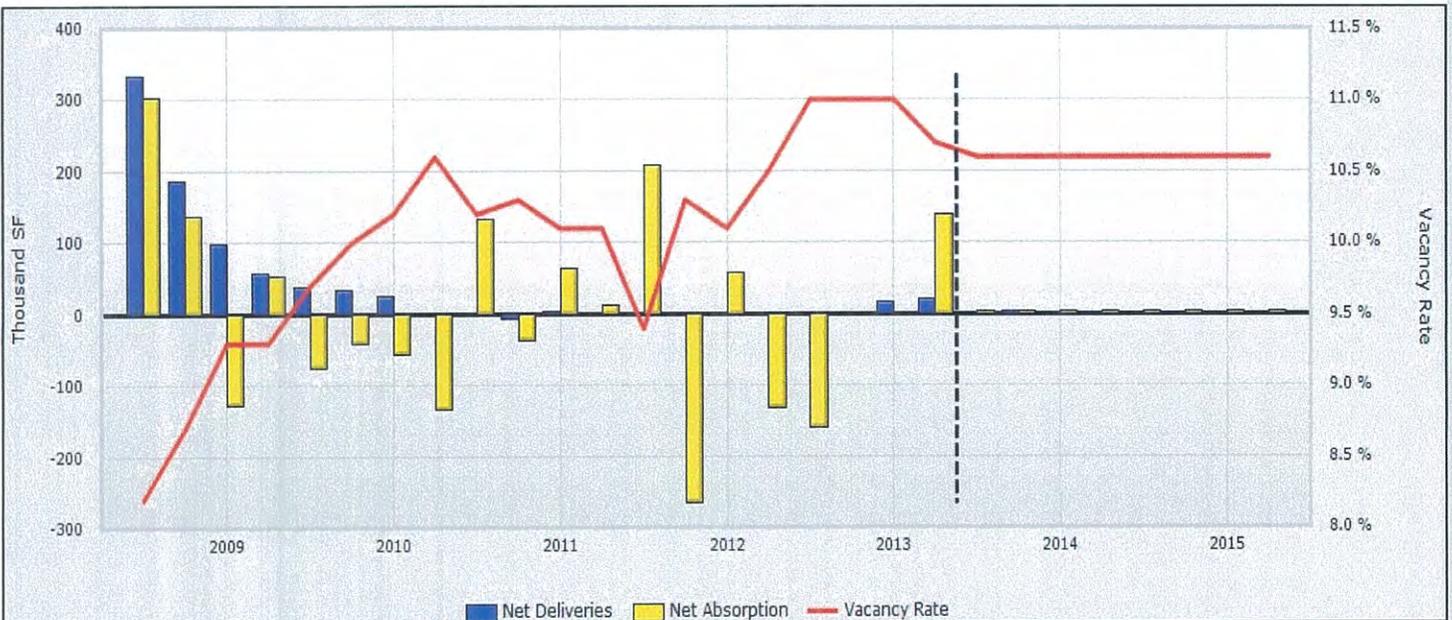
| | | | | | |
|----------------|------------|--------------|--------|-----------------------|---------|
| # Buildings: | 1,914 | % Vacant: | 10.6 % | YTD Net Absorption: | 140,413 |
| RBA: | 30,921,890 | % Leased: | 89.6 % | YTD Leasing Activity: | 150,726 |
| Avg Age (yrs): | 33.9 | % Available: | 13.1 % | YTD Deliveries: | 2 |

| Absorption | YTD | 2012 | QTD | 2012 2Q |
|------------------|---------|-----------|---------|-----------|
| Net Absorption | 140,413 | (218,736) | 139,072 | (132,402) |
| Gross Absorption | 512,121 | 995,239 | 279,465 | 338,058 |
| Leasing Activity | 150,726 | 490,486 | 34,393 | 99,010 |
| Deliveries | 2 | 0 | 1 | 0 |

| Vacancy | Direct | | Sublet | | Total | |
|------------------|-----------|--------|--------|-------|-----------|--------|
| | SF | % | SF | % | SF | % |
| Vacant | 3,245,093 | 10.5 % | 23,000 | 0.1 % | 3,268,093 | 10.6 % |
| Vacant Available | 3,228,483 | 10.4 % | 23,980 | 0.1 % | 3,252,463 | 10.5 % |
| Available | 3,867,540 | 12.5 % | 23,000 | 0.1 % | 4,048,427 | 13.1 % |

| Asking Rent | # Spcs | Direct | | | Sublet | | | Total | | |
|--------------------|--------|---------|----------------|---|---------|-----------------|-----|---------|----------------|--|
| | | Avg | Range | | Avg | Range | | Avg | Range | |
| Double Net | 1 | \$1.33 | \$1.33 | 0 | - | - | 1 | \$1.33 | \$1.33 | |
| Full Service Gross | 86 | \$12.14 | \$5.75-\$30.00 | 0 | - | - | 86 | \$12.14 | \$5.75-\$30.00 | |
| Modified Gross | 110 | \$11.95 | \$5.00-\$28.00 | 0 | - | - | 110 | \$11.95 | \$5.00-\$28.00 | |
| Negotiable | 213 | - | - | 9 | - | - | 222 | - | - | |
| Net | 56 | \$13.36 | \$7.50-\$35.00 | 0 | - | - | 56 | \$13.36 | \$7.50-\$35.00 | |
| Plus All Utilities | 15 | \$10.01 | \$3.33-\$19.20 | 0 | - | - | 15 | \$10.01 | \$3.33-\$19.20 | |
| TBD | 16 | \$18.00 | \$18.00 | 0 | - | - | 16 | \$18.00 | \$18.00 | |
| Triple Net | 403 | \$14.26 | \$3.00-\$50.00 | 3 | \$14.94 | \$12.00-\$20.00 | 406 | \$14.27 | \$3.00-\$50.00 | |

Projections



Delivery Assumption: Known Construction Activity
 Absorption Assumption: 100% of Previous 5-Year Average
 Source: CoStar 2Q 2013

Marketing Schedule

Marketing Schedule

A six month action plan that we propose for the marketing of your property.

Week 1

- Place sign(s) and/or banners on the property.
- Prepare property brochures, property packages, electronic marketing materials & other miscellaneous marketing materials
- Distribute property information to Coldwell Banker Commercial affiliates and internal professionals
- Enter listing information on CBCWorldwide.com, CoStar, Showcase, Loop Net, Propertyline, Commercial Source.com, Catylist and a number of exclusive Commercial Property Listing services and web placement.
- Enter property into *Teamwork PM*, our project management tool which includes timelines, documents, so you have 24 hour access to all necessary information

Weeks 2 & 3

- Email marketing package to all members of the local commercial real estate community
- Email marketing package to 7,000 members of CCIM organization
- Email marketing package to 2,800 Coldwell Banker Commercial professionals
- Marketing meeting with clients to review progress

Weeks 4-16

- Direct mail and personal follow-up to targeted prospects in database
- Place property in semi-monthly Coldwell Banker Commercial's *Wall Street Journal* full-page ad
- Constant marketing through the national Coldwell Banker Commercial organization
- Marketing meeting with clients to review progress

Weeks 16-24

- Negotiate with interested parties
- Prepare Letters of Intent
- Assist with Due Diligence
- Marketing meeting with clients to review progress

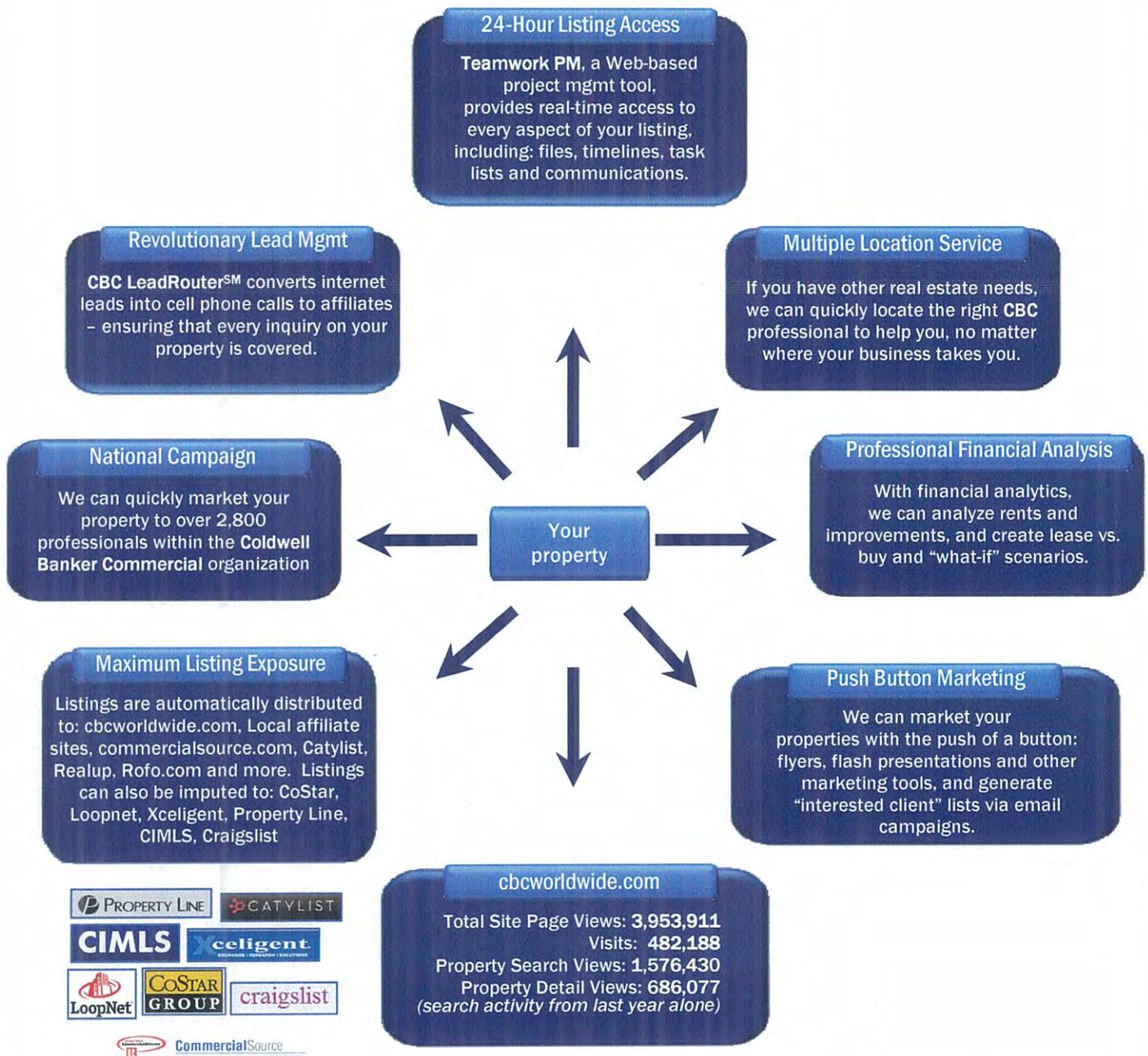
Weeks 20-24:

- Close the transaction
- Send announcements on closed transaction; submit to our national Public Relations team

National Marketing Platform

Property Marketing Platform

Coldwell Banker Commercial NRT employs a strategic Marketing Platform to successfully distribute your property for maximum exposure.



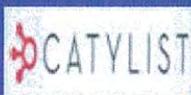
National Marketing Platform

Commercial Listing Services

Your property will receive prime exposure on the top national and regional Commercial Real Estate Listing Services, Commercial Property Information Exchanges, MLS, search engines, and the exclusive national www.cbworldwide.com website providing unparalleled exposure.

Social Media

Leveraging the use of social media such as LinkedIn, Twitter and Facebook, your property will receive personal promotion reaching exclusive current and past clients.



National Marketing Platform



Flyer



Marketing Package



Property Sign



Web Presence



Postcards



Social Media

National Marketing Platform

NATIONAL CBC CAMPAIGN

blueMail
Immediately reaching
2,800
CBC professionals



E-CAMPAIGN

- Immediately reaching area professionals
- Generate interested client lists reporting
- E-Book documents



National Website:
cbcworldwide.com



Local Website:
localcbc.com



Other Aggregators

- REALUP
- PROPERTY LINE
- CATYLIST
- Over 80 Commercial Property Information Exchanges

Project Tracking & Communication

Property Timelines:
Teamwork PM, our Web-based project mgmt tool, provides real-time access to every aspect of your listing, including: files, timelines, task lists and communications.



Reporting:
We can generate reports on our email campaigns that show the number of people we sent it to, the amount that opened our emails, and who clicked through for more information. This generates our "Interested Client List" that we will focus our initial call campaign on.



We will communicate these reports to you along with a weekly detailed report as to completed tasks of the marketing plan.

Announcement:
Following the close of the transaction, we will announce the closing with an email campaign including prominent mention of your company (upon approval); both Locally, and Nationally through our Top Notable Transactions Program (exclusive to Coldwell Banker Commercial) and the resources of our National Public Relations Team.



References

References

Mr. Jordan Schnoll
Commercial Director – Coldwell Banker Commercial
(847) 313-4646

Randy Taylor

Mr. Lamont Mommer
Owner – Lockport Retail Center
30,000 Neighborhood Center
(630) 660-5588

Mr. Randall Barba
Owner/Franchiseer – Goldfish Swim Schools
Retail Site Selection/Tenant-Buyer Representation
(248) 276-9394

Chris Surico

Ms. Paulette Edwards
Property Manager – Craig Steven Development
Office/Retail Property Development
(847) 635-0080

Mr. Gus Danos
Owner- Comar Properties
(630) 889-9600

Marketing Materials

Property Flyer:

Can be emailed to prospective clients or local brokers. The flyer will also be displayed on site or given during tours of the property.

Marketing Package:

As you can see from this package, we market each of our properties with a professionally created marketing package. We also have the ability to create an "E-book" version of the package to give it that "wow Factor."

Flash Presentation:

An interactive marketing tool that can be emailed to prospective clients or industry professionals.

Contact Information

Contact Info

Team Members

Randolph J. Taylor
MBA, CCIM, Broker
rtaylor@cbcworldwide.com
Phone: (630) 344-9355

Chris Curiso
Commercial Real Estate Executive
csurico@cbcworldwide.com
Phone: (630) 234-5575

Coldwell Banker Commercial NRT

Regional Office:
2215 Sanders Rd
Northbrook, IL 60133
(847) 313-4600

We look forward to doing business with you!



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
Howard Killian, Public Works Director

SUBJECT: DuPage River Salt Creek Workgroup Funding

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 – Board Workshop

Executive Summary

The DuPage River Salt Creek Workgroup has requested all member municipalities to pass a resolution pledging financial support to implement their project funding program to improve water quality.

Discussion

The DRSCW (DuPage River Salt Creek Workgroup) formed in 2005 in response to concerns about TMDLs (Total Maximum Daily Loads) being set for the East and West Branches of the DuPage River and Salt Creek. The DRSCW is made up of local communities, Publically Owned Treatment Works and private environmental organizations. The DRSCW is committed to producing comprehensive data sets for local watersheds in order to determine and resolve priority stressors to local aquatic systems. The organization seeks to implement targeted watershed activities that resolve priority water way problems efficiently and cost effectively.

The DRSCW has developed a concept which could positively impact our future NPDES permits for the wastewater treatment plant. The entire program is outlined in the attached memo. Basically, it calls for a joint effort on behalf of all communities involved to improve water quality, in exchange for the EPA not introducing new treatment requirements on the treatment plant owners. It appears to be a favorable concept, but it would increase our fees to the Workgroup to support the initiative. Our dues would increase annually from \$5,667 in the current year up to \$47,805 in FY18/19. This does have the potential to save the Village an estimated \$133,122 annually in avoided treatment costs.

Recommended Action

Move to direct staff direct staff to prepare a resolution in support of this funding and place it on a future Board meeting agenda for approval.

Attachments: DuPage River Salt Creek Workgroup Memo
Sample Resolution

| | | |
|-------------------------|-----------|----------|
| Budgeted Item: | _____ Yes | _____ No |
| Budgeted Amount: | \$ | |
| Actual Cost: | \$ | |
| Account Number: | | |

Agreement Name:

Executed By:

Workshop Meeting 8/1/13
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DUPAGE RIVER SALT CREEK WORKGROUP
MEMO

FMI

TO: All DRSCW Agency Members

FROM: Dave Gorman, Larry Cox and Stephen McCracken

DATE: May 6, 2013

RE: Recommended Agency Member Dues, Agency Member Assessments and Local Project Matches to Implement DRSCW Project Funding Program

During the March 18 meeting with the DRSCW Executive Board, representatives of Illinois EPA raised concerns about the proposed level of project funding of \$1.5 million per year for the proposed DRSCW local funding initiative based upon the IPS tool. A draft white paper detailing this initiative entitled "DuPage River Salt Creek Workgroup Adaptive Watershed Management to Achieve the Designated Use for Aquatic Life: Proposed Local Funding Initiative" may be viewed on the DRSCW website (<http://www.drscw.org/projectID.html>). IEPA representatives did not suggest an alternative amount. We have also heard a similar concern from representatives of the environmental groups. The proposed project funding level of \$1.5 million per year represents approximately 20% of our estimate of the total operation and maintenance costs of phosphorus removal across the three watersheds of \$7.4 million per year. The attached document details one approach to increase the level of project funding gradually over the initial five year period of this program under the following assumptions:

- 1) The project funding level would remain at \$1,500,000 for the first year (FY 14-15). Agency member dues and assessments and local project matches would remain at the levels previously presented.
- * 2) The project funding level would increase by 3% to \$1,545,000 in the second year (FY 15-16), with a corresponding 3% increase in dues, assessments and local matches.
- * 3) The project funding level would increase by 63.6% to \$2,527,550 in the third year (FY 16-17). Project assessments for Agency members with a POTW and local matches would increase by 63.6%; dues for all members and assessments for all other Agency members would increase by 3%.
- * 4) The project funding level would increase by 3% to \$2,603,383 in the fourth year (FY 17-18), with a corresponding 3% increase in dues, assessments and local matches.
- * 5) The project funding level would increase by 65.8% to \$4,315,740 in the fifth year (FY 18-19), which would represent 50% of the estimated total cost of operation and maintenance for phosphorus removal (assuming this estimated removal cost is increased by 3% per year). Project assessments for Agency members with a POTW and local matches would increase by 65.8%; dues for all members and assessments for all other Agency members would increase by 3%.

It is extremely important to keep the following points in mind:

- o This funding plan and the proposed FY 14-15 assessments would only be implemented if the DRSCW local funding initiative, including the agreement not to

impose any new NPDES permit requirements, is approved by Illinois EPA and USEPA Region 5 and the funding plan is accepted by DRSCW members.

- A Workgroup vote on this funding plan and the proposed assessments in FY 14-15 will not be necessary until next year, 2014, at the earliest, and would be contingent upon IEPA and USEPA approval of the DRSCW local funding proposal. Our discussions now will allow DRSCW Agency members and the DRSCW Executive Board a year to work to put that funding plan into practice before it goes into effect in 2014 at the earliest. At a prior Workgroup meeting, the suggestion was made to request resolutions in support of the funding plan from Agency members. It may be even more important to consider such actions in light of this revised funding plan.
- If this funding plan is approved, the identification of local sponsors to construct the recommended projects and to provide a local match, of approximately 56% of the project cost, will be critical to success of this initiative.

The attached document contains detailed estimates of dues and assessments for each DRSCW Agency member and calculation rates for each dues and assessment component over the initial five years of the program.

We propose to review this concept during the DRSCW special meeting with Agency members on May 9.

| DuPage River Salt Creek Workgroup | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | Totals |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Proposed Dues and Assessments | | | | | | | |
| May 8, 2013 | | | | | | | |
| Summary | | | | | | | |
| | | | | | | | |
| <u>Workgroup Project Fund Revenues</u> | | | | | | | |
| Agency member project assessments | | \$659,097 | \$678,871 | \$1,110,600 | \$1,143,921 | \$1,896,329 | \$5,488,818 |
| Local matches from project sponsors | | 840,903 | 866,129 | 1,416,950 | 1,459,462 | 2,419,411 | 2,474,883 |
| Total Proposed Project Funding | | \$1,500,000 | \$1,545,000 | \$2,527,550 | \$2,603,383 | \$4,315,740 | \$7,963,701 |
| | | | | | | | |
| Phosphorus removal O & M costs | \$7,445,380 | \$7,668,741 | \$7,898,975 | \$8,136,082 | \$8,380,061 | \$8,631,486 | |
| Proposed Project Funding to O & M costs (%) | | 20% | 20% | 31% | 31% | 50% | |

| DuPage River Salt Creek Workgroup | | PROPOSED FY 14-15 (EFF 3/1/14) | | | | Estimated | |
|-----------------------------------|---------|--------------------------------|-----------------|--------------------------|------------------|-------------|---------|
| Proposed Dues and Assessments | | | | TOTAL DUES & ASSESSMENTS | | Phosphorus | |
| May 6, 2013 | | | | ASSESSMENTS | | Removal | |
| Summary | | | | | | O&M Costs | |
| | | Total | | | | FY 14-15 | |
| | | Total Tributary | Total Tributary | Total Annual | Total Assessment | Total | Costs |
| | | Acreage | POTW MGD | Dues | Amount | Amount | per MGD |
| Current Agency members | | | | | | | |
| Addison | 6,053 | 8.50 | \$15,016 | \$52,345 | \$67,361 | \$415,425 | |
| Arlington Heights | 895 | | 656 | 106 | 762 | | |
| Bartlett | 3,765 | 3.68 | 7,185 | 22,798 | 29,983 | 179,854 | |
| Bensenville | 1,575 | 4.70 | 7,534 | 28,733 | 36,267 | 229,705 | |
| Bloomington | 4,413 | 3.45 | 7,181 | 21,477 | 28,658 | 168,614 | |
| Bolingbrook | 130 | 5.04 | 7,302 | 30,627 | 37,929 | 246,322 | |
| Carol Stream | 5,908 | 5.40 | 10,627 | 33,499 | 44,126 | 263,917 | |
| Clarendon Hills | 446 | | 436 | 53 | 489 | | |
| Downers Grove | 9,162 | | 4,697 | 1,087 | 5,784 | | |
| Downers Grove SD | | 11.00 | 15,539 | 66,812 | 82,351 | 537,609 | |
| DuPage County | 46,189 | 12.50 | 40,210 | 81,400 | 121,610 | 610,919 | |
| Elmhurst | 6,504 | 8.00 | 14,540 | 49,361 | 63,901 | 390,988 | |
| Glen Ellyn | 4,274 | | 2,308 | 507 | 2,815 | | |
| Glenbard WW Authority | | 16.02 | 22,531 | 97,301 | 119,832 | 782,953 | |
| Glendale Heights | 3,450 | 5.26 | 9,231 | 32,357 | 41,588 | 257,075 | |
| Hanover Park | 4,251 | 2.42 | 5,667 | 15,203 | 20,870 | 118,274 | |
| Hinsdale | 537 | | 481 | 64 | 545 | | |
| Hoffman Estates | 3,581 | | 1,969 | 425 | 2,394 | | |
| Itasca | 3,187 | 2.60 | 5,397 | 16,170 | 21,567 | 127,071 | |
| Lisle | 4,303 | | 2,322 | 510 | 2,832 | | |
| Lombard | 6,318 | | 3,307 | 749 | 4,056 | | |
| MWRDGC | 16,251 | 42.00 | 66,661 | 16,123 | 82,784 | 2,052,687 | |
| Naperville | 12,882 | | 6,516 | 1,528 | 8,044 | | |
| Oakbrook Terrace | 923 | | 669 | 109 | 778 | | |
| Roseville | 3,385 | 3.40 | 6,609 | 21,053 | 27,662 | 166,170 | |
| Salt Creek SD | | 3.30 | 4,814 | 20,043 | 24,857 | 161,283 | |
| Schaumburg | 10,532 | | 5,367 | 1,249 | 6,616 | | |
| Villa Park | 3,039 | | 1,704 | 360 | 2,064 | | |
| West Chicago | 8,199 | 7.64 | 14,867 | 47,376 | 62,243 | 373,394 | |
| Westmont | 2,465 | | 1,423 | 292 | 1,715 | | |
| Wheaton | 7,276 | | 3,775 | 863 | 4,638 | | |
| Wheaton SD | | 8.90 | 12,614 | 54,056 | 66,670 | 434,974 | |
| Wood Dale | 2,095 | 3.10 | 5,560 | 19,077 | 24,637 | 151,508 | |
| Woodridge | 3,426 | | 1,893 | 406 | 2,299 | | |
| Subtotals | 185,414 | 156.91 | \$316,608 | \$734,119 | \$1,050,727 | \$7,668,741 | |

PH rows 1 m/h/L

TOTAL

ORSH

| DuPage River Salt Creek Workgroup | | PROPOSED FY 14-15 (EFF 3/1/14) | | | | Estimated |
|-----------------------------------|---------|--------------------------------|-----------|--------------------------|------------|-------------|
| Proposed Dues and Assessments | | | | TOTAL DUES & ASSESSMENTS | Phosphorus | |
| May 6, 2013 | | | | | Removal | |
| Summary | | | | | O&M Costs | |
| | | Total | | | FY 14-15 | |
| | | Total | Tributary | Total | | Costs |
| | | Tributary | POTW | Annual | Assessment | Total |
| | | Acreage | MGD | Dues | Amount | Amount |
| | | | | | | per MGD |
| Potential Agency members | | | | | | |
| Aurora | 1,031 | | | \$722 | \$122 | \$844 |
| Barrington | 103 | | | 268 | 12 | 280 |
| Batavia | 9 | | | 222 | 1 | 223 |
| Berkeley | 896 | | | 656 | 106 | 762 |
| Broadview | 822 | | | 620 | 97 | 717 |
| Brookfield | 1,626 | | | 1,013 | 193 | 1,206 |
| Darien | 292 | | | 361 | 35 | 396 |
| Deer Park | 1 | | | 218 | 0 | 218 |
| Elk Grove Village | 3,192 | | | 1,779 | 379 | 2,158 |
| Franklin Park | 16 | | | 226 | 2 | 228 |
| Hillside | 1,363 | | | 884 | 162 | 1,046 |
| Inverness | 2,836 | | | 1,605 | 336 | 1,941 |
| Maywood | 35 | | | 235 | 4 | 239 |
| Melrose Park | 1,016 | | | 715 | 120 | 835 |
| Northlake | 1,728 | | | 1,063 | 205 | 1,268 |
| Oak Brook | 5,319 | | | 2,818 | 631 | 3,449 |
| Palatine | 6,058 | | | 3,180 | 718 | 3,898 |
| Rolling Meadows | 3,004 | | | 1,687 | 356 | 2,043 |
| St Charles | 168 | | | 300 | 20 | 320 |
| South Barrington | 1 | | | 218 | 0 | 218 |
| Stone Park | 204 | | | 318 | 24 | 342 |
| Streamwood | 486 | | | 456 | 58 | 514 |
| Warrenville | 3,571 | | | 1,964 | 424 | 2,388 |
| Wayne | 179 | | | 306 | 21 | 327 |
| Westchester | 1,993 | | | 1,192 | 236 | 1,428 |
| Western Springs | 486 | | | 456 | 58 | 514 |
| Winfield | 1,645 | | | 1,022 | 195 | 1,217 |
| Subtotals | 38,080 | 0 | | \$24,504 | \$4,515 | \$29,019 |
| Grand Totals | 223,494 | 156.91 | | \$341,112 | \$738,634 | \$1,079,746 |
| | | | | | | \$7,668,741 |
| Proposed Project Funding | | | | | | |
| Assessments | | | | \$659,097 | | |
| Local matches | | | | \$840,903 | | |
| Total Project Funding | | | | \$1,500,000 | | |
| Recommended rates | | | | | | |
| Dues (per MGD) | | \$1,392.81 | | | | |
| Dues (per acre) | | \$0.4889 | | | | |
| Dues (fixed component) | | \$218 | | | | |
| New staffing (per MGD) | | \$0.1186 | | | | |
| New staffing (per acre) | | \$337.98 | | | | |
| New projects (per MGD) | | \$5,735.78 | | | | |

| DuPage River Salt Creek Workgroup | PROPOSED FY 15-16 (EFF 3/1/15) | | | | | Estimated Phosphorus Removal O&M Costs FY 15-16 | PROPOSED FY 16-17 (EFF 3/1/16) | | | | | Estimated Phosphorus Removal O&M Costs FY 16-17 |
|-----------------------------------|---|--------------------------|-------------------|-------------------|--------------------------|---|--------------------------------|-------------------|--------------------------|------------------|--|---|
| | Proposed Dues and Assessments May 6, 2013 Summary | | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | | | |
| | Total Tributary Acreage | Total Tributary POTW MGD | Total Annual Dues | Assessment Amount | Total Assessment Amount | \$137.92 per MGD | Total Annual Dues | Assessment Amount | Total Assessment Amount | \$142.06 per MGD | | |
| Current Agency members | | | | | | | | | | | | |
| Addison | 6,053 | 8.50 | \$15,467 | \$53,916 | \$69,383 | \$427,897 | \$15,932 | \$85,962 | \$101,894 | \$440,741 | | |
| Arlington Heights | 895 | | 676 | 109 | 785 | | 696 | 113 | 809 | | | |
| Bartlett | 3,765 | 3.68 | 7,400 | 23,482 | 30,882 | 185,254 | 7,623 | 37,361 | 44,984 | 190,815 | | |
| Bensenville | 1,575 | 4.70 | 7,761 | 29,596 | 37,357 | 236,602 | 7,994 | 47,309 | 55,303 | 243,704 | | |
| Bloomington | 4,413 | 3.45 | 7,396 | 22,122 | 29,518 | 173,676 | 7,619 | 35,137 | 42,756 | 178,889 | | |
| Bolingbrook | 130 | 5.04 | 7,520 | 31,546 | 39,066 | 253,718 | 7,746 | 50,535 | 58,281 | 261,334 | | |
| Carol Stream | 5,908 | 5.40 | 10,947 | 34,504 | 45,451 | 271,840 | 11,275 | 54,871 | 66,146 | 280,000 | | |
| Clarendon Hills | 446 | | 450 | 55 | 505 | | 463 | 56 | 519 | | | |
| Downers Grove | 9,162 | | 4,839 | 1,120 | 5,959 | | 4,984 | 1,153 | 6,137 | | | |
| Downers Grove SD | | 11.00 | 16,005 | 68,815 | 84,820 | 553,749 | 16,486 | 110,259 | 126,745 | 570,371 | | |
| DuPage County | 46,189 | 12.50 | 41,418 | 83,844 | 125,262 | 629,260 | 42,660 | 131,109 | 173,769 | 648,149 | | |
| Elmhurst | 6,504 | 8.00 | 14,977 | 50,843 | 65,820 | 402,726 | 15,427 | 81,007 | 96,434 | 414,815 | | |
| Glen Ellyn | 4,274 | | 2,377 | 522 | 2,899 | | 2,449 | 538 | 2,987 | | | |
| Glenbard WW Authority | | 16.02 | 23,207 | 100,221 | 123,428 | 806,460 | 23,904 | 160,577 | 184,481 | 830,667 | | |
| Glendale Heights | 3,450 | 5.26 | 9,508 | 33,328 | 42,836 | 264,793 | 9,794 | 53,158 | 62,952 | 272,741 | | |
| Hanover Park | 4,251 | 2.42 | 5,838 | 15,659 | 21,497 | 121,825 | 6,013 | 24,792 | 30,805 | 125,482 | | |
| Hinsdale | 537 | | 495 | 66 | 561 | | 511 | 68 | 579 | | | |
| Hoffman Estates | 3,581 | | 2,028 | 438 | 2,466 | | 2,089 | 451 | 2,540 | | | |
| Itasca | 3,187 | 2.60 | 5,560 | 16,655 | 22,215 | 130,886 | 5,727 | 26,462 | 32,189 | 134,815 | | |
| Lisle | 4,303 | | 2,392 | 526 | 2,918 | | 2,464 | 542 | 3,006 | | | |
| Lombard | 6,318 | | 3,407 | 772 | 4,179 | | 3,509 | 795 | 4,304 | | | |
| MWRDGC | 16,251 | 42.00 | 68,662 | 16,607 | 85,269 | 2,114,314 | 70,721 | 17,106 | 87,827 | 2,177,780 | | |
| Naperville | 12,882 | | 6,712 | 1,574 | 8,286 | | 6,914 | 1,622 | 8,536 | | | |
| Oakbrook Terrace | 923 | | 690 | 113 | 803 | | 711 | 116 | 827 | | | |
| Roselle | 3,385 | 3.40 | 6,808 | 21,684 | 28,492 | 171,159 | 7,012 | 34,506 | 41,518 | 176,296 | | |
| Salt Creek SD | | 3.30 | 4,959 | 20,645 | 25,604 | 166,125 | 5,108 | 33,077 | 38,185 | 171,111 | | |
| Schaumburg | 10,532 | | 5,529 | 1,287 | 6,816 | | 6,695 | 1,326 | 7,021 | | | |
| Villa Park | 3,039 | | 1,755 | 371 | 2,126 | | 1,808 | 383 | 2,191 | | | |
| West Chicago | 8,199 | 7.64 | 15,314 | 48,798 | 64,112 | 384,604 | 15,774 | 77,612 | 93,386 | 396,149 | | |
| Westmont | 2,465 | | 1,466 | 301 | 1,767 | | 1,511 | 310 | 1,821 | | | |
| Wheaton | 7,276 | | 3,889 | 889 | 4,778 | | 4,006 | 916 | 4,922 | | | |
| Wheaton SD | | 8.90 | 12,993 | 55,678 | 68,671 | 448,033 | 13,383 | 89,209 | 102,592 | 461,482 | | |
| Wood Dale | 2,085 | 3.10 | 5,727 | 19,649 | 25,376 | 156,056 | 5,900 | 31,336 | 37,236 | 160,741 | | |
| Woodridge | 3,426 | | 1,950 | 419 | 2,369 | | 2,009 | 431 | 2,440 | | | |
| Subtotals | 185,414 | 156.91 | \$326,122 | \$756,154 | \$1,082,276 | \$7,898,975 | \$335,917 | \$1,190,205 | \$1,526,122 | \$8,136,082 | | |

| DuPage River and Creek Workgroup | | PROPOSED FY 15-16 (EFF 3/1/15) | | | | Estimated | PROPOSED FY 16-17 (EFF 3/1/16) | | | Estimated |
|----------------------------------|----------|--------------------------------|-------------------|--------------------------|--------------------|-------------|--------------------------------|--------------------------|--------------------|-------------|
| Proposed Dues and Assessments | | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | Phosphorus Removal | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | Phosphorus Removal | |
| May 6, 2013 Summary | | Total | Total | Total | O&M Costs FY 15-16 | Total | Total | Total | O&M Costs FY 16-17 | |
| Tributary Acreage | POTW MGD | Annual Dues | Assessment Amount | Total Amount | Costs per MGD | Annual Dues | Assessment Amount | Total Amount | Costs per MGD | |
| Potential Agency members | | | | | | | | | | |
| Aurora | 1,031 | \$767 | \$130 | \$897 | | \$767 | \$130 | \$897 | | |
| Barrington | 103 | 285 | 13 | 298 | | -179 | 232 | 53 | | |
| Batavia | 9 | 237 | 1 | 238 | | -227 | 232 | 5 | | |
| Berkeley | 896 | 697 | 113 | 810 | | 233 | 232 | 465 | | |
| Broadview | 822 | 658 | 103 | 761 | | 194 | 232 | 426 | | |
| Brookfield | 1,626 | 1,075 | 205 | 1,280 | | 611 | 232 | 843 | | |
| Darien | 292 | 383 | 37 | 420 | | -81 | 232 | 151 | | |
| Deer Park | 1 | 233 | 0 | 233 | | -231 | 232 | 1 | | |
| Elk Grove Village | 3,192 | 1,888 | 402 | 2,290 | | 1,424 | 232 | 1,656 | | |
| Franklin Park | 16 | 240 | 2 | 242 | | -224 | 232 | 8 | | |
| Hillside | 1,363 | 939 | 172 | 1,111 | | 475 | 232 | 707 | | |
| Inverness | 2,836 | 1,703 | 357 | 2,060 | | 1,239 | 232 | 1,471 | | |
| Maywood | 35 | 250 | 4 | 254 | | -214 | 232 | 18 | | |
| Melrose Park | 1,016 | 759 | 128 | 887 | | 295 | 232 | 527 | | |
| Northlake | 1,728 | 1,128 | 218 | 1,346 | | 664 | 232 | 896 | | |
| Oak Brook | 5,319 | 2,991 | 670 | 3,661 | | 2,527 | 232 | 2,759 | | |
| Palatine | 6,058 | 3,374 | 763 | 4,137 | | 2,910 | 232 | 3,142 | | |
| Rolling Meadows | 3,004 | 1,790 | 378 | 2,168 | | 1,326 | 232 | 1,558 | | |
| St Charles | 168 | 319 | 21 | 340 | | -145 | 232 | 87 | | |
| South Barrington | 1 | 233 | 0 | 233 | | -231 | 232 | 1 | | |
| Stone Park | 204 | 338 | 26 | 364 | | -126 | 232 | 106 | | |
| Streamwood | 486 | 484 | 61 | 545 | | 20 | 232 | 252 | | |
| Warrenville | 3,571 | 2,084 | 450 | 2,534 | | 1,620 | 232 | 1,852 | | |
| Wayne | 179 | 325 | 23 | 348 | | -139 | 232 | 93 | | |
| Westchester | 1,993 | 1,266 | 251 | 1,517 | | 802 | 232 | 1,034 | | |
| Western Springs | 486 | 484 | 61 | 545 | | 20 | 232 | 252 | | |
| Winfield | 1,645 | 1,085 | 207 | 1,292 | | 621 | 232 | 853 | | |
| Subtotals | 38,080 | 0 | \$26,015 | \$4,796 | \$30,811 | \$0 | \$13,951 | \$6,162 | \$20,113 | \$0 |
| Grand Totals | 223,494 | 156.91 | \$352,137 | \$760,950 | \$1,113,087 | \$7,898,975 | \$349,868 | \$1,196,367 | \$1,546,235 | \$8,136,082 |
| Proposed Project Funding | | | | | | | | | | |
| Assessments | | | | | | | | | | |
| Local matches | | | \$678,871 | | | | | | | |
| Total Project Funding | | | \$1,545,000 | | | | | | | |
| Recommended rates | | | | | | | | | | |
| Dues (per MGD) | | \$1,434.59 | | | | | | | | |
| Dues (per acre) | | \$0.5036 | | | | | | | | |
| Dues (fixed component) | | \$225 | | | | | | | | |
| New staffing (per MGD) | | \$0.1222 | | | | | | | | |
| New staffing (per acre) | | \$348.12 | | | | | | | | |
| New projects (per MGD) | | -\$5,907.85 | | | | | | | | |
| | | \$9,664.97 | | | | | | | | |

| DuPage River Salt Creek Workgroup Proposed Dues and Assessments May 6, 2013 | | PROPOSED FY 17-18 (EFF 3/1/17) | | | | Estimated | PROPOSED FY 18-19 (EFF 3/1/18) | | | | Estimated |
|---|---------|--------------------------------|-------------|--------------------------|-------------|-------------|--------------------------------|-------------|--------------------------|-------------|-----------|
| Summary | | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | Phosphorus | Removal | DUES | ASSESSMENTS | TOTAL DUES & ASSESSMENTS | Phosphorus | |
| Total | | | | | O&M Costs | | | | | Removal | |
| Tributary | | Total | | | FY 17-18 | | Total | | | O&M Costs | |
| Acreage | | POTW | Annual | Assessment | Total | \$146.32 | Annual | Assessment | Total | FY 18-19 | |
| | | MGD | Dues | Amount | Amount | per MGD | Dues | Amount | Amount | Costs | |
| | | | | | | | | | | per MGD | |
| Elk Grove Village | 3,192 | | 1,944 | 414 | 2,358 | | 2,003 | 426 | 2,429 | | |
| Franklin Park | 16 | | 248 | 2 | 250 | | 255 | 2 | 257 | | |
| Hillside | 1,363 | | 967 | 177 | 1,144 | | 996 | 182 | 1,178 | | |
| Inverness | 2,836 | | 1,754 | 368 | 2,122 | | 1,807 | 379 | 2,186 | | |
| Maywood | 35 | | 258 | 5 | 263 | | 265 | 5 | 270 | | |
| Melrose Park | 1,016 | | 782 | 132 | 914 | | 805 | 136 | 941 | | |
| Northlake | 1,728 | | 1,162 | 224 | 1,386 | | 1,197 | 231 | 1,428 | | |
| Oak Brook | 5,319 | | 3,081 | 690 | 3,771 | | 3,173 | 711 | 3,884 | | |
| Palatine | 6,058 | | 3,476 | 786 | 4,262 | | 3,580 | 809 | 4,389 | | |
| Rolling Meadows | 3,004 | | 1,844 | 390 | 2,234 | | 1,899 | 401 | 2,300 | | |
| St Charles | 168 | | 329 | 22 | 351 | | 338 | 22 | 360 | | |
| South Barrington | 1 | | 240 | 0 | 240 | | 247 | 0 | 247 | | |
| Stone Park | 204 | | 348 | 26 | 374 | | 358 | 27 | 385 | | |
| Streamwood | 486 | | 499 | 63 | 562 | | 513 | 65 | 578 | | |
| Warrenville | 3,571 | | 2,147 | 463 | 2,610 | | 2,211 | 477 | 2,688 | | |
| Wayne | 179 | | 335 | 23 | 358 | | 345 | 24 | 369 | | |
| Westchester | 1,993 | | 1,304 | 258 | 1,562 | | 1,343 | 266 | 1,609 | | |
| Western Springs | 486 | | 499 | 63 | 562 | | 513 | 65 | 578 | | |
| Winfield | 1,645 | | 1,118 | 213 | 1,331 | | 1,151 | 220 | 1,371 | | |
| Subtotals | 38,080 | 0 | \$26,802 | \$4,939 | \$31,741 | \$0 | \$27,598 | \$5,087 | \$32,685 | \$0 | |
| Grand Totals | 223,494 | 156.91 | \$372,809 | \$1,230,859 | \$1,603,668 | \$8,380,061 | \$383,974 | \$1,985,877 | \$2,369,851 | \$8,631,486 | |
| Proposed Project Funding | | | | | | | | | | | |
| Assessments | | | | \$1,143,921 | | | | \$1,896,329 | | | |
| Local matches | | | | \$1,459,462 | | | | \$2,419,411 | | | |
| Total Project Funding | | | | \$2,603,383 | | | | \$4,315,740 | | | |
| Recommended rates | | | | | | | | | | | |
| Dues (per MGD) | | | \$1,521.96 | | | | \$1,567.62 | | | | |
| Dues (per acre) | | | \$0.5343 | | | | \$0.5503 | | | | |
| Dues (fixed component) | | | \$239 | | | | \$246 | | | | |
| New staffing (per MGD) | | | | \$369.32 | | | | \$380.40 | | | |
| New staffing (per acre) | | | | \$0.1297 | | | | \$0.1336 | | | |
| New projects (per MGD) | | | | \$9,954.92 | | | | \$16,502.75 | | | |

RESOLUTION NO. _____

SUPPORT FOR THE DUPAGE RIVER SALT CREEK WORKGROUP (DRSCW) ADAPTIVE WATERSHED
MANAGEMENT PROPOSAL

WHEREAS, the DuPage River Salt Creek Workgroup (DRSCW) is a local watershed management organization formed in 2005 to achieve attainment of water quality standards and designated uses in the watersheds of the East and West Branches of the DuPage River, Salt Creek and their tributaries in a cost effective manner; and

WHEREAS, the DRSCW has conducted extensive monitoring and analysis of the conditions and stressors of its watersheds and has developed a proposed initiative, contained in the draft white paper entitled “Adaptive Watershed Management to Achieve the Designated Uses for Aquatic Life: Proposed Local Funding Initiative”, which details the case for the adoption of an adaptive management approach working on all aspects of stream resource quality, to meet Illinois water quality goals; and

WHEREAS, the DRSCW has prepared a memo entitled “Recommended Agency Member Dues, Agency Member Assessments and Local Project Matches to Implement DRSCW Project Funding Program”, dated May 6, 2013 and presented at the special meeting held on the May 9, 2013 which details the estimated Agency member annual dues and Agency member annual assessments to be paid by DRSCW Agency members in order to fund the proposed adaptive watershed management initiative over the five year period beginning in DRSCW fiscal year ending (FYE) 2015 and ending in DRSCW FYE 2019; and

WHEREAS, the (Agency name) has voluntarily chosen to be an Agency member of the DRSCW, including the payment of annual dues and staff support for DRSCW programs and activities; and

WHEREAS, the (Agency name) has a direct interest in improving the stream resource quality in the DRSCW watersheds; and

WHEREAS, the (AGENCY name) has concluded that the proposed adaptive watershed management initiative offers a more coherent and goal orientated approach to rebuilding aquatic communities that meet the State of Illinois thresholds for aquatic life attainment than the current system of solely focusing on POTW point source discharges.

THEREFORE, NOW BE IT RESOLVED that the (name of governing Board) of the (Agency name) hereby indicates its preliminary support for the proposed DRSCW adaptive watershed management initiative, including the continuation of Agency membership in the DRSCW by the (Agency name); the payment by the (Agency name) of the estimated annual Agency member dues and Agency member assessments as detailed in the above referenced DRSCW memo dated May 6, 2013; continued staff support for DRSCW programs and activities and the willingness to consider additional project funding and or staff commitments as a local sponsor of a project identified by this DRSCW adaptive watershed management initiative.

PASSED AND APPROVED at a regular meeting held on the ___ day of _____, 2013.



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
Katie Bowman, Village Planner

SUBJECT: Hanover Square Update - Facade

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013 – Board Workshop

Executive Summary

Update from Staff on façade renovation plans.

Discussion

As directed at the Workshop of July 18, 2013, staff continues to work with the Construction Manager for the Hanover Square Shopping Center to further develop full cost estimates and design details for two façade renovation options. A summary of cost estimates is attached as Exhibit 1.

The project architect, SOOS Architecture, will present more detailed exterior elevation details, for review at the August 1, 2013 Board Workshop. These elevations are to help illustrate the overall look and impact of each option. They will then be updated based upon Village comments and final architectural and engineering requirements.

Staff has followed up with local banks who we have spoken with previously as discussed at the last meeting. Both banks have confirmed that financing is available for this project at the projected costs. They have provided an interest range of 3.5%-4.0% *which is good for 90 days*. The Board also gave direction to reach out to additional area banks to obtain financing proposals in order to obtain the best rate. However, given that construction could begin in April 2014 and interest rates are fluctuating, the banks recommend waiting to get final financing offers until we are closer to construction. Staff has analyzed the impact of such financing on TIF #3 and confirmed that the TIF can support payments for such a loan. A return on investment analysis will also be conducted. Once complete, this analysis will be presented to the Board for review.

The Property Managers and Construction Manager will be present at the meeting to provide an overview of the construction and design process and answer questions.

Agreement Name:

Executed By:

Workshop Meeting 8/1/13

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Overall, the process for planning of façade work includes:
 (Additional steps taken since last discussion are in bold)

- ✓ Obtain a Construction Management firm to help develop and manage façade project
- ✓ Obtain an Architect to develop proposed designs for center
- ✓ Obtain preliminary estimates of financing options
- ✓ Architect conducted structural analysis of building to determine most cost effective way to approach renovations
- ✓ Work with Architect to develop preliminary design options
- ✓ Work with Construction Manager to develop cost estimates for improvements
- ✓ **Work with Construction Manager and Architect to develop color elevations for Board review**
- ✓ **Provide further information on costs and timeframe to banks to gain updated financing options**
 - Evaluate financing options (in progress)
 - Evaluate impact of financing on TIF and Village finances (in progress)
 - Evaluate potential return on investment of financed improvements (in progress)
 - Evaluate impact of financing improvements on Village’s involvement in the center
 - Work with Construction Manager and Architect to develop final elevations
 - Present evaluation to Village Board for review and direction

Recommended Action

Review preliminary cost estimates and updated façade designs and provide feedback.

Attachments: Exhibit 1 – Façade Cost Estimate Summary

COLOR FAÇADE ELEVATIONS TO BE PRESENTED AT MEETING

| | | |
|-------------------------|------------------------------|--|
| Budgeted Item: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Budgeted Amount: | \$ N/A | |
| Actual Cost: | \$ TBD | |
| Account Number: | 033-0000-465-13.21 | |

| DRAFT Hanover Square Façade Costs | | | | 1,080 Lineal Feet | DRAFT Hanover Square Façade Costs | | | | 1,080 Lineal Feet |
|---|--|--|--|--------------------|---|--|--|--|--------------------|
| Estimate as of 7/23/13 | | | | | Estimate as of 7/23/13 | | | | |
| OPTION 1 - PARTIAL RENOVATION | | | | | OPTION 2 - FULL RENOVATION | | | | |
| Construction Costs | | | | | Construction Costs | | | | |
| Base Budget | | | | \$876,287 | Base Budget | | | | \$1,073,731 |
| Reface EIFS Band | | | | \$10,500 | Add recessed can lights and access panels in soffit | | | | \$40,741 |
| Replace standing seam roofing at reuse areas | | | | \$45,936 | Subtotal | | | | \$1,114,472 |
| Add recessed can lights and access panels in soffit | | | | \$40,741 | Main building doors & windows | | | | \$175,254 |
| Subtotal | | | | \$973,464 | Option 2 - Main Bld | | | | \$1,289,726 |
| Main building doors & windows | | | | \$175,254 | Outlot Building | | | | |
| Option 1 - Main Bld | | | | \$1,148,718 | Base Budget | | | | \$77,757 |
| Outlot Building | | | | | Paint existing standing seam equip screen on roof | | | | \$3,281 |
| Base Budget | | | | \$77,757 | Subtotal | | | | \$81,038 |
| Paint existing standing seam equip screen on roof | | | | \$3,281 | Outlot windows and doors | | | | \$38,088 |
| Subtotal | | | | \$81,038 | Total | | | | \$119,126 |
| Outlot windows and doors | | | | \$38,088 | TOTAL OPTION 2 + Outlot w/ windows & doors | | | | \$1,408,852 |
| Total | | | | \$119,126 | | | | | |
| TOTAL OPTION 1 + OUTLOT w/ windows & doors | | | | \$1,267,844 | | | | | |
| Construction Administration Costs | | | | | Construction Administration Costs | | | | |
| Structural Engineer | | | | \$7,480 | Structural Engineer | | | | \$7,480 |
| Electrical Engineer | | | | \$2,200 | Electrical Engineer | | | | \$2,200 |
| Architectural Drawings | | | | \$27,500 | Architectural Drawings | | | | \$27,500 |
| Subtotal Design | | | | \$37,180 | Subtotal Design | | | | \$37,180 |
| Preconstruction Administration (ICSI) | | | | \$10,000 | Preconstruction Administration (ICSI) | | | | \$10,000 |
| ICSI Fee (9%) | | | | \$4,246 | ICSI Fee (9%) | | | | \$4,246 |
| Total Construction Administration | | | | \$51,426 | Total Construction Administration | | | | \$51,426 |
| Insurance and Bonding | | | | | Insurance and Bonding | | | | |
| Builders Risk Insurance | | | | \$1,000 | Builders Risk Insurance | | | | \$1,000 |
| Performance & Payment Bond (CM) | | | | \$16,500 | Performance & Payment Bond (CM) | | | | \$16,500 |
| Subcontractor Perf & Payment Bond (1-2%) | | | | \$30,000 | Subcontractor Perf & Payment Bond (1-2%) | | | | \$30,000 |
| Total Insurance & Bonding | | | | \$47,500 | Total Insurance & Bonding | | | | \$47,500 |
| TOTAL OPTION 1 + DESIGN & ADMINISTRATION | | | | \$1,366,770 | TOTAL OPTION 2 + DESIGN & ADMINISTRATION | | | | \$1,507,778 |



TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager

SUBJECT: Executive Session Meeting Format

ACTION

REQUESTED: Approval Concurrence Discussion Information

MEETING DATE: August 1, 2013

Executive Summary

Discussion on the Executive Session meeting format.

Discussion

A Trustee has requested to review the best time to hold Executive Sessions. The suggestion was made that when an Executive Session is scheduled, the Board Workshop be shortened to one half-hour, and the Executive Session be held immediately following that Workshop. As it currently stands, Executive Sessions take place immediately following a regular Board meeting.

This item was placed under new business to allow the Board to discuss this suggestion.

Recommended Action

Provide staff direction on the Executive Session meeting format.

Agreement Name: _____

Executed By: _____ Workshop Meeting 8/1/13