

**VILLAGE OF LA GRANGE  
BOARD MEETING**

**MONDAY, JANUARY 27, 2014**

**7:30 p.m.**

**Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525**

**Thomas E. Livingston  
Village President**

**John Burns  
Village Clerk**

VILLAGE OF LA GRANGE  
BOARD OF TRUSTEES REGULAR MEETING

Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525

AGENDA

Monday, January 27, 2014 – 7:30 p.m.

1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE
  - Trustee Holder*
  - Trustee Kuchler*
  - Trustee Langan*
  - Trustee McCarty*
  - Trustee Nowak*
  - Trustee Palermo*
  - President Livingston*
  
2. PRESIDENT'S REPORT
  - This is an opportunity for the Village President to report on matters of interest or concern to the Village.*
  
3. PUBLIC COMMENTS REGARDING AGENDA ITEMS
  - This is the opportunity for members of the audience to speak about matters that are included on this Agenda.*
  
4. OMNIBUS AGENDA AND VOTE
  - Matters on the Omnibus Agenda will be considered by a single motion and vote because they already have been considered fully by the Board at a previous meeting, or have been determined to be of a routine nature. Any member of the Board of Trustees may request that an item be moved from the Omnibus Agenda to Current Business for separate consideration.*
  
  - A. Ordinance – Special Use / Site Plan Approval to Allow a Physical Fitness Facility in the I-1 Light Industrial District, Absolution RDM, LLC, 700 E. Elm Avenue (Suite A)
  
  - B. Request to Purchase – Fire Department / Thermal Imaging Camera
  
  - C. Resolution – Authorizing an Amendment to an Emergency Mutual Aid Agreement / Police Department
  
  - D. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, January 13, 2014
  
  - E. Consolidated Voucher 140127

5. CURRENT BUSINESS

*This agenda item includes consideration of matters being presented to the Board of Trustees for action.*

- A. Ordinance – Variation – Maximum Building Coverage, 415 South Park Road: *Referred to Trustee Holder*
- B. Presentation – AECOM – West Suburban Public Safety Dispatch Consolidation Study Between the Villages of La Grange, La Grange Park, and Western Springs: *Referred to President Livingston*

6. MANAGER’S REPORT

*This is an opportunity for the Village Manager to report on behalf of the Village Staff about matters of interest to the Village.*

- A. Pre-Budget Development Workshop – Revenues (Food and Beverage Tax) – Continued Discussion
- B. Pre-Budget Development Workshop – Water Meter Replacement Program – Status Update

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

*This is an opportunity for members of the audience to speak about Village related matters that are not listed on this Agenda.*

8. EXECUTIVE SESSION

*The Board of Trustees may decide, by a roll call vote, to convene in executive session if there are matters to discuss confidentially, in accordance with the Open Meetings Act.*

9. TRUSTEE COMMENTS

*The Board of Trustees may wish to comment on any matters.*

10. ADJOURNMENT

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The Village of La Grange is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions, regarding the accessibility of the meeting or the Village’s facilities, should contact the Village’s ADA Coordinator at (708) 579-2315 promptly to allow the Village to make reasonable accommodations for those persons.

**OMNIBUS VOTE**

VILLAGE OF LA GRANGE  
Community Development Department

**BOARD REPORT**

TO: Village President, Village Clerk  
Board of Trustees and Village Attorney

FROM: Robert Pilipiszyn, Village Manager  
Patrick D. Benjamin, Community Development Director  
Angela M. Mesaros, Assistant Community Development Director

DATE: January 27, 2014

RE: **ORDINANCE – SPECIAL USE/SITE PLAN APPROVAL TO ALLOW A  
PHYSICAL FITNESS FACILITY, in the I-1 Light Industrial District,  
Absolution RDM, LLC, 700 E. Elm Avenue (Suite A).**

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The applicant, Absolution RDM, LLC, wishes to operate a CrossFit fitness center in Suite A at 700 E. Elm Avenue, an industrial condominium unit in the I-1 Light Industrial District. The proposed use falls within the broad SIC category of Physical Fitness Facilities (#7991). A Physical Fitness Facility is a Special Use Permit/Site Plan Approval in the I-1 District.

As proposed, this use would comprise approximately 2,633 square feet space, including an office. According to the application, this special use would not involve improvements to the existing building – only new fixtures such as pull-up rigs and movable equipment such as barbells, floor maps, jump ropes, etc. The facility would not be used as a health club with a large membership base, instead small group fitness training classes would be held in approximately one-hour sessions. Peak times would be early in the morning and evenings.

A public hearing was held by the Plan Commission on January 14, 2014, on this application (see Findings of Fact.) At the hearing, the Commissioners discussed the appropriateness of this use and determined, subject to the conditions, that this service would not create any adverse impacts on the surrounding area.

The Plan Commission unanimously recommended approval of the Special Use Permit and Site Plan subject to the following conditions:

1. Parking –the applicant is required to secure one more dedicated parking space for each 100 square feet of expansion. No increase in square footage of the facility is allowed that would cause the overall total size of the facility to be greater than the total available number of off-street parking spaces; and

2. Noise – the operation of the physical fitness facility may not cause the emission of sound from the leased space, which exceeds the Code standards.

Staff concurs with the recommendation of the Plan Commission and we have prepared the attached ordinance granting a Special Use Permit and Site Plan Approval to authorize a physical fitness facility in Suite A at 700 East Elm Avenue, for your consideration.

Representatives of Absolution RDM will be in attendance at the meeting to answer any questions you may have regarding the application.

VILLAGE OF LA GRANGE

ORDINANCE NO. O-14-

AN ORDINANCE GRANTING SPECIAL USE PERMIT AND SITE PLAN  
TO AUTHORIZE  
PHYSICAL FITNESS FACILITY AT 700 EAST ELM AVENUE

WHEREAS, Absolution RDM, LLC. (the "*Applicant*") proposes to operate physical fitness programs at the property commonly known as 700 E. Elm Avenue in the Village of La Grange (the "*Subject Property*"), which is depicted and legally described on Exhibit A attached to this Ordinance; and

WHEREAS, the Subject Property is classified in the I-1 Light Industrial District of the La Grange Zoning Code; and

WHEREAS, the Applicant filed applications (the "*Applications*") with the Village seeking (i) approval of a special use permit authorizing physical fitness facility, and (ii) approval of a site plan; and

WHEREAS, the La Grange Plan Commission conducted a public hearing to consider the application on January 14, 2014, pursuant to proper public notice, and thereafter forwarded its recommendation to the Board of Trustees of the Village of La Grange; and

WHEREAS, the President and Board of Trustees have reviewed the record of the public hearing and the Findings and Recommendation of the Plan Commission and have determined that the application satisfies the standards set forth in the La Grange Zoning Code for the grant of the requested approvals;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of La Grange, Cook County and State of Illinois, as follows:

Section 1. Recitals. The foregoing recitals are incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Approval of Special Use Permit. The Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and by Section 14-401 of the Zoning Code, hereby approves a special use permit authorizing a Physical Fitness Facility (SIC #7991) on the Subject Property subject to the conditions stated in Section 4 of this Ordinance.

Section 3. Approval of Site Plan. The Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and by Section 14-402 of the Zoning Code, hereby approves a site plan for the proposed Physical Fitness Facility in the form attached to this Ordinance as Exhibit B (the "*Approved Site Plan*"), subject to the conditions stated in Section 4 of this Ordinance.

Section 4. Conditions on Approvals. The special use permit and Approved Site Plan are approved expressly subject to all the following conditions:

- A. That for any increase of space, the applicant is required to secure one more dedicated parking space for each 100 square feet of expansion. No increase in square footage of the facility be allowed that would cause the overall total size of the facility to be greater than the total available number of off-street parking spaces.
- B. That the use or operation of the fitness center not cause the emission of sound from the leased space, which exceeds 55 dB (A) during daytime hours or 45 dB (A) during nighttime hours.

Section 6. Violation of Condition or Law. Any violation of any term or condition of this Ordinance or any applicable law, code, ordinance, regulation, or directive will be grounds for rescission by the Board of Trustees of the approvals made in this Ordinance.

Section 7. Effective Date. This Ordinance will be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_ 2014.

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Thomas E. Livingston, Village President

ATTEST:

\_\_\_\_\_  
John Burns, Village Clerk

4-A.3

EXHIBIT A

DEPICTION AND LEGAL DESCRIPTION OF SUBJECT PROPERTY

Lots 1, 2 and 3 in Rachman's Resubdivision of the West 145 Feet of Lots 1 to 6 in E.S. Badger's Subdivision of that Part (Except the Railroad) of the Southeast  $\frac{1}{4}$ , and Also of the East  $\frac{1}{2}$  of Heretofore Vacated Washington Street Lying South of the Southerly Right-of-Way Line of East Avenue and North of the Southerly Line of Said Lot 3 Extended Westerly; All in Section 4, Township 38 North, Range 2 East of the Third principal Meridian, In Cook County, Illinois; Containing 1.91 Acres, More or Less.

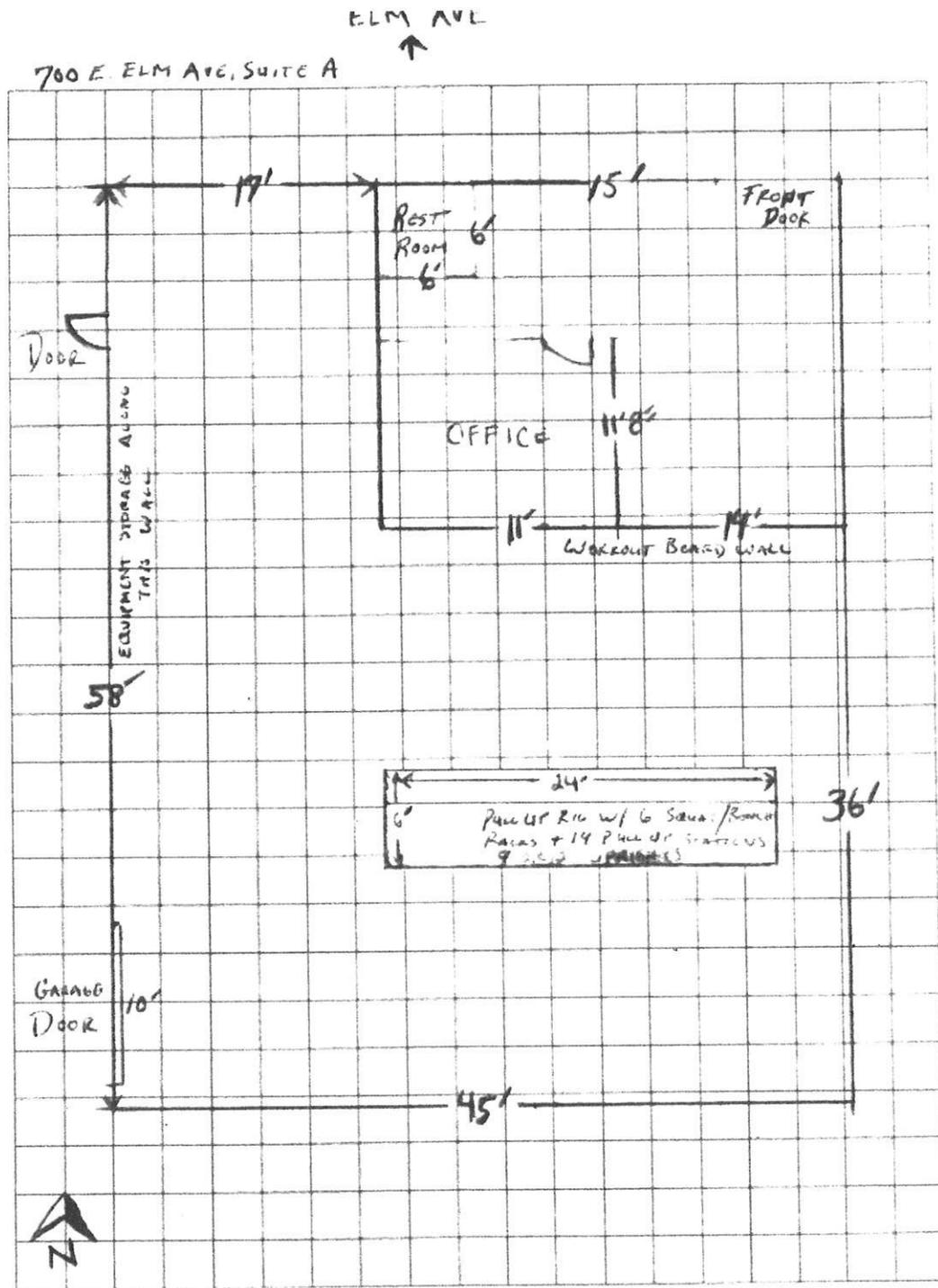
Commonly known as 700 E. Elm Avenue, La Grange, Illinois.

EXHIBIT B

APPROVED SITE PLAN

4-A.5

Current floor plan.



4-A.6

**FINDINGS OF FACT**

**PLAN COMMISSION**

**OF THE VILLAGE OF LA GRANGE**

President Livingston and  
Board of Trustees

January 14, 2014

**RE: PLAN COMMISSION CASE #213 –Special Use Permit/Site Plan Approval to authorize a Physical Fitness Facility, 700 East Elm Avenue, Suite A, Absolution RDM, LLC.**

We transmit for your consideration the recommendations of the Plan Commission of the Village of La Grange for a proposed special use permit and site plan approval to operate a CrossFit fitness center at 700 E. Elm Avenue, Suite A.

**I. THE APPLICATION**

The Applicant, Absolution RDM, LLC, seeks a special use permit and site plan approval to operate a physical fitness facility within the I-1 Light Industrial District at the property at 700 E. Elm.

**II. THE PUBLIC HEARING**

After due notice given in accordance with law, the Plan Commission held a public hearing on January 14, 2014, in the La Grange Village Hall Auditorium. Present were Commissioners Egan, Paice, Reich, Stewart, Weyrauch and Williams, with Chairman Kardatzke presiding. Also present were Village Trustee Liaison Mark Kuchler, Village Clerk John Burns, Community Development Director Patrick D. Benjamin, and Assistant Community Development Director Angela M. Mesaros.

Chairman Kardatzke convened the meeting and swore in Hector Davila and Laura Repsis, owners of the subject property and CrossFit facility, who presented the application and answered questions from the Commissioners.

- Mr. Davila and Ms. Repsis have recently purchased a condominium unit (Suite A) at 700 E. Elm and wish to operate a Cross Fit fitness center.
- The applicants have met with the Condominium Association President and Board about parking and have access to all the parking spaces on the property. They do not believe that they will need the use of any on-street parking.
- Ms. Repsis stated that they chose La Grange as their location for the CrossFit center, because such a facility does not exist in this area. Also, Mr. Repsis worked at Floyd's

and got to know the community. They are confident that La Grange is a good fit for their small group fitness sessions. This particular location has the amenities that they needed such as high walls and available parking.

Chairman Kardatzke solicited questions from the Commissioners:

- Commissioner Williams asked how many units are in the building at 700 E. Elm. Answer: total of 4 units. The two other adjacent buildings are structured the same way.
- Commissioner Williams asked how parking is divided among the condominium units. Mr. Davila stated that the parking lot has a total of approximately 30 spaces with each unit has dedicated spaces in front of it; however, there is flexibility based on the needs of each business. At least seven cars could park directly in front of the proposed location, and spaces are available in the back, adjacent to the neighboring apartment buildings for overflow. CrossFit trainers will park in back.
- Their peak business hours will be at 5:30 and 6:30 in the morning, which is different from other business hours.

Chairman Kardatzke solicited comments from the Commissioners

- Commissioner Stewart stated he believes this is a great addition to La Grange.
- Commissioner Weyrauch agreed this is a good special use.
- Commissioner Williams stated that he likes both the use and the location.

There being no further questions or comments from the audience or the Commissioners, a motion was made by Commissioner Reich, seconded by Commissioner Stewart that the Plan Commission recommend to the Village Board of Trustees Approval of the application for special use and site plan with conditions as outlined in the Staff Memorandum dated January 14, 2014 with PC Case #213.

Motion to APPROVE Carried by a roll call vote (7/0/0):

AYE            Egan, Paice, Reich, Stewart, Weyrauch, Williams, and Chairman Kardatzke.

NAY:            None.

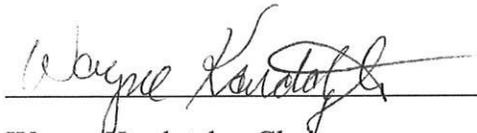
ABSENT:        None.

BE IT THEREFORE RESOLVED that the Plan Commission recommends to the Village Board of Trustees granting a special use and site plan approval for the property described in PC Case #213, commonly referred to as 700 E. Elm, Suite A, on application by Absolution RDM, LLC.

Respectfully Submitted,

PLAN COMMISSION

OF THE VILLAGE OF LA GRANGE



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Wayne Kardatzke, Chairman

**STAFF REPORT**

**PC Case #213**

TO: Plan Commission

FROM: Patrick D. Benjamin, Community Development Director  
Angela M. Mesaros, Assistant Community Development Director

DATE: January 14, 2014

RE: **SPECIAL USE/SITE PLAN APPROVAL TO ALLOW A PHYSICAL FITNESS FACILITY IN THE I-1 LIGHT INDUSTRIAL DISTRICT, Absolution RDM, LLC., 700 E. Elm Avenue (Suite A).**

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**I. BACKGROUND:**

The applicant, Absolution RDM, LLC, wishes to operate CrossFit fitness center at 700 E. Elm Avenue in the I-1 Light Industrial District. The proposed use falls within the broad SIC category of Physical Fitness Facilities (7991). A Physical Fitness Facility is a Special Use in the I-1 District. Therefore, a Special Use Permit/Site Plan Approval is required for the proposed personal training facility.

**II. APPLICATION:**

**1. SPECIAL USE TO ALLOW PHYSICAL FITNESS FACILITY IN THE I-1 LIGHT INDUSTRIAL DISTRICT**

Absolution RDM, LLC, has filed an application with the Community Development Department to obtain a Special Use Permit and Site Plan Approval to conduct a CrossFit fitness center in Suite A at 700 E. Elm Avenue. The applicant would occupy an industrial condominium unit comprising approximately 2,633 square feet (including office space). This special use would not involve improvements to the existing building.

**SPECIAL USE**

**SPECIAL USE STANDARDS:**

In reviewing the Special Use application, please be sure that the standards listed on the application have been met. In determining that, consider Paragraph 14-401E1 of the Zoning Code:

- (a) Code and Plan Purposes
- (b) No Undue Adverse Impact

4-A.19a

- (c) No Interference with Surrounding Development
- (d) Adequate Public Facilities
- (e) No Traffic Congestion
- (f) No Destruction of Significant Features
- (g) Compliance with Standards

- (a) Code and Plan Purposes: *The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.*

According to the La Grange Zoning Code, *it is the goal of the regulations that no use within the I-1 Light Industrial District shall have any direct or indirect aesthetic, environmental, or economic impact on any other use either within or outside of the district.* The proposed use would be located within a multi-unit industrial building, and is allowed as a special use in the I-1 district.

- (b) No Undue Adverse Impact: *The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.*

The applicant proposes to operate a physical fitness center in Suite A within an industrial condominium facility. According to the applicant, sessions would be conducted Mondays through Fridays, 5:00 a.m. to 11:00 a.m. with an afternoon break and classes resuming from 4:00 p.m. until 9:00 p.m. in the evening, and Weekend mornings (Saturday and Sunday) from 8:00 a.m. until 11:00 a.m. Training sessions would be conducted *indoors* with at least one certified trainer on-site. Initially, the applicant anticipates two to four instructors with single digit participants in each training session; however, as the program grows in a few years, classroom size may expand.

- (c) No Interference with Surrounding Development: *The proposed use and development will be constructed, arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.*

According to the applicant, no improvements to the facility would occur – the only new fixtures required for the gym would be pull up rigs and movable equipment such as barbells, kettle bells, floor mats, resistance bands, jump ropes, etc. The proposed use would be low impact and would create virtually no noise. They propose no outdoor storage at this facility.

- (d) *Adequate Public Facilities:* *The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.*

The proposed use would be serviced by existing utilities at the subject property. Because this is a commercial use, there would be no increase in population. Therefore, the proposed use would have minimal effect on the parks, libraries and schools. Police and Fire protection would be comparable with other uses permitted in the I-1 district.

- (e) *No Traffic Congestion:* *The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.*

The proposed physical fitness facility will be located within the light industrial district. There is limited access from the subject property to a two-family residential alley adjacent to townhouses to the east and industrial district to the south. The applicant plans to utilize existing parking directly in front of the facility and any available spaces within the building's parking lot. The proposed facility will offer small group sessions that should not cause undue traffic congestion. Attached is the site plan with vehicular circulation pattern.

- (f) *No Destruction of Significant Features:* *The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic or historic feature of significant importance.*

The proposed use would be located within an existing structure with no outdoor facilities. Small group training services and an office space would utilize approximately 2,633 square feet of the facility.

- (g) *Compliance with Standards:* *The proposed use and development complies with all additional standards imposed on it by the particular provision of this code authorizing such use.*

The applicant has shown a willingness to comply with all applicable provisions of the Zoning Code.

DELIBERATION FACTORS:

Special Uses are defined as such due to some distinctive characteristic that requires careful review of location, design, and impact to determine whether their establishment should be permitted on any given site. They are uses that require weighing their possible impacts and effects on the community against any added benefit they may afford or need they may address. In order to determine their appropriateness on any proposed site and their compliance with proposed standards, the Commissioners should consider these factors as outlined in Paragraph 14-401E3 of the Zoning Code:

- (a) *Public Benefit: Whether and to what extent, the proposed use and development at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience or that will contribute to the general welfare of the neighborhood or community.*

According to the applicant, the proposed Special Use Permit would allow the applicant to provide a service that enhances the well-being of the community by offering health benefits from its fitness programs.

- (b) *Alternative Locations: Whether and to what extent, such public goals can be met by the location of the proposed site or in some other area that may be more appropriate than the proposed site.*

“Physical Fitness Facilities” are classified as special uses, because many such facilities offer high impact exercise and recreational programs or cater to large groups of people. The proposed facility would be used to hold small group training sessions. The facility would not be used as a health club with a large membership base, instead training classes would be in one hour sessions.

- (c) *Mitigation of Adverse Impacts: Whether or to what extent, all steps possible have been taken to minimize any adverse effects of the proposed use and development on the immediate vicinity through building design, landscaping, and screening.*

Staff anticipates minimal adverse effects from the proposed use on the immediate vicinity. At the public hearing, the Plan Commission can assess any concerns that adjacent users may have regarding this potential use.

**SITE PLAN**

A requirement of a Special Use Permit is also to submit information proving that the proposed use will not have undue adverse impacts on adjacent property, the character of the area, public health and safety; it must also include information regarding parking and proposed hours of operation for the facility. As the proposed Special Use will be located in an existing building, there is minimal information that we have required the applicant to provide.

Noise Control

Subsection 5-109B of the Zoning Code states, *No use shall produce noise of such volume or pitch as to cause a nuisance in any residential district at any time or within any residential dwelling unit located in any district between the hours of 10:00 p.m. and 7:00 a.m.* In addition, Subsection 7-109A of the Zoning Code states, *No noise (other than ordinary vehicular noise) from operations of any use in the I-1 District shall be detectable at any point off the zoning lot on which the use is located.*

According to the applicant, all sessions would be conducted indoors. The facility will be located within a multiple unit light industrial building directly behind and in-line with the business that fronts Elm Avenue.

Parking

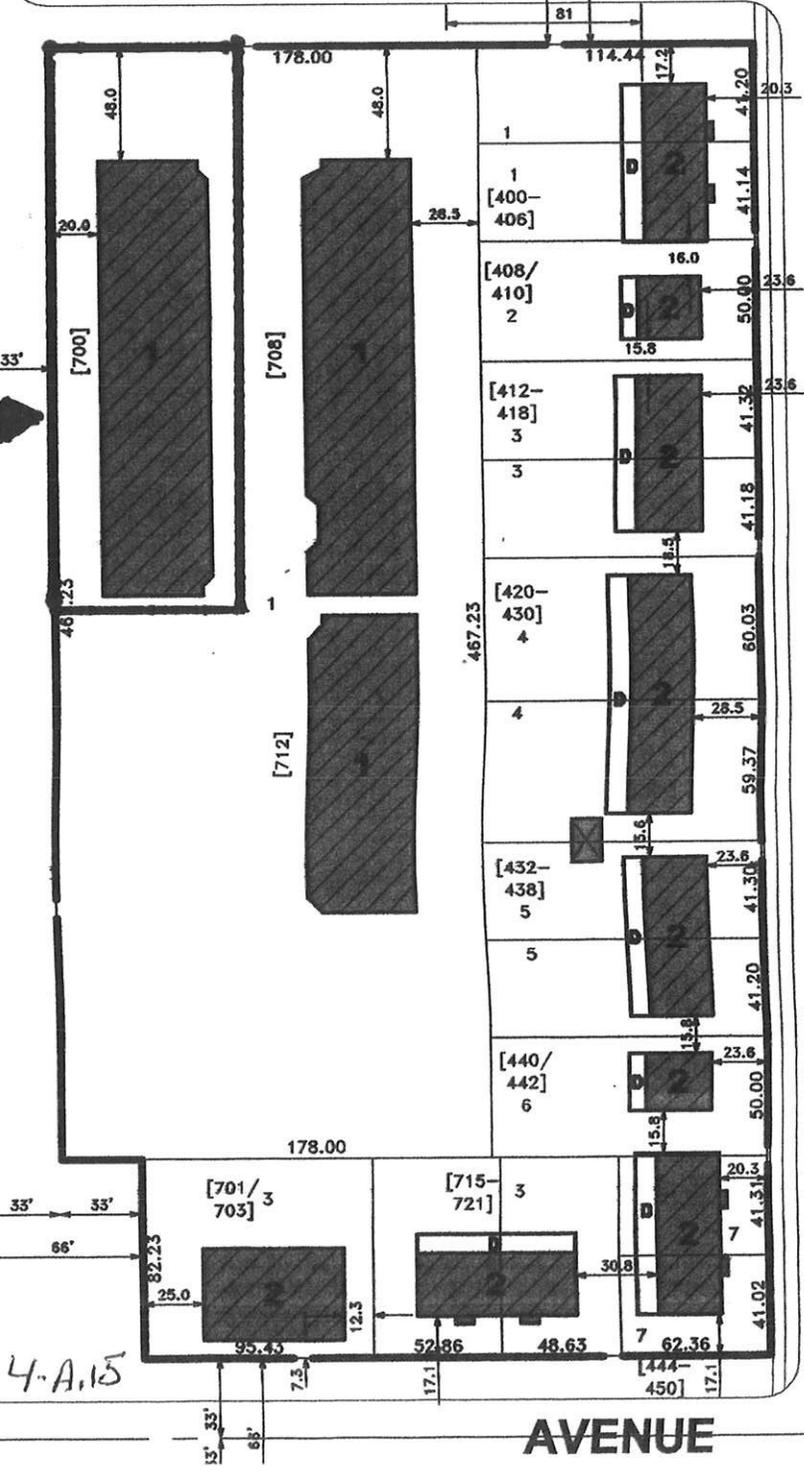
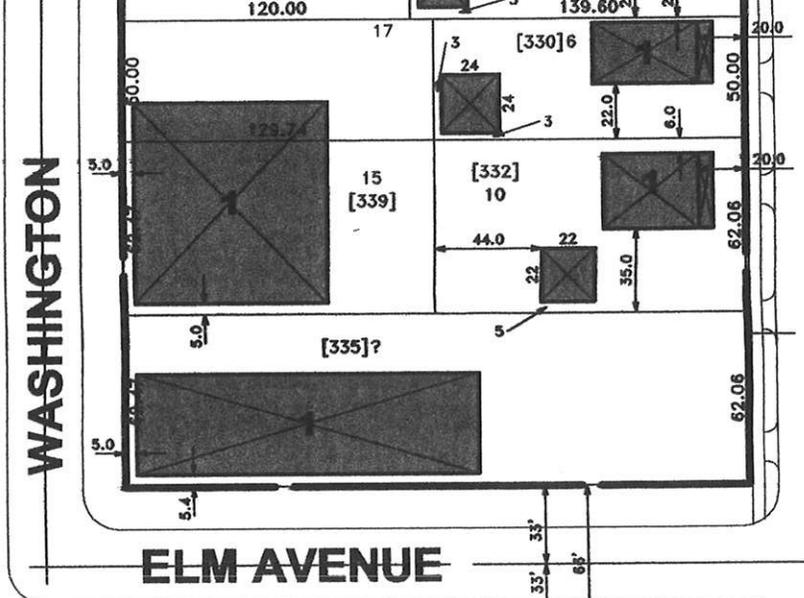
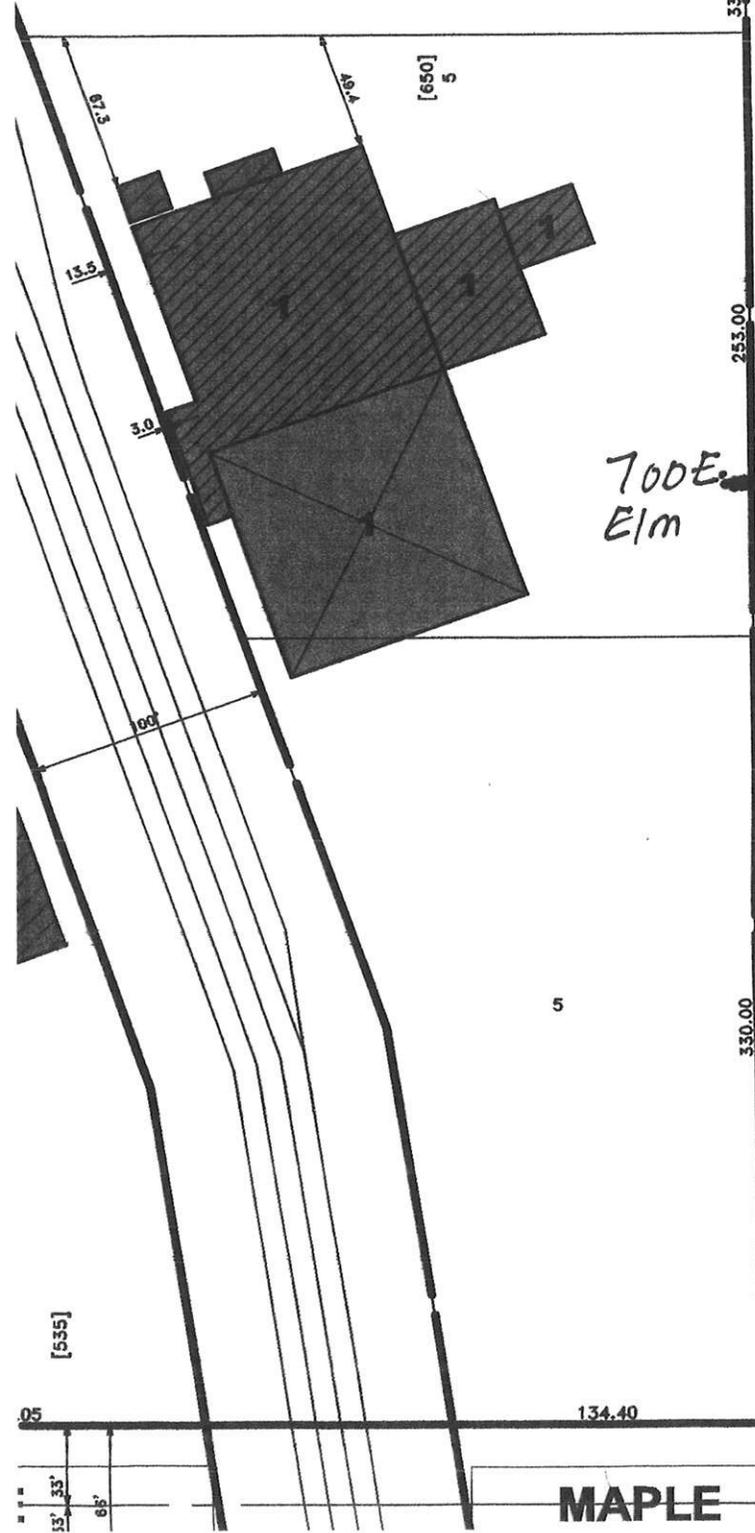
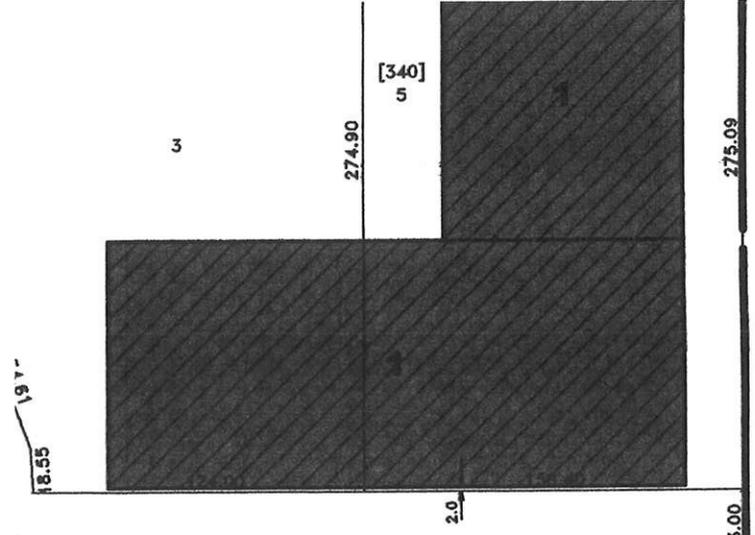
Paragraph 10-101F1 (e) (iv) of the Zoning Code states, *Physical Fitness Facilities are required 1 for each 200 square feet of gross floor area.* The facility is approximately 2,633 square feet for a total of 14 required spaces (2,633 square feet/ 200 = 13.165).

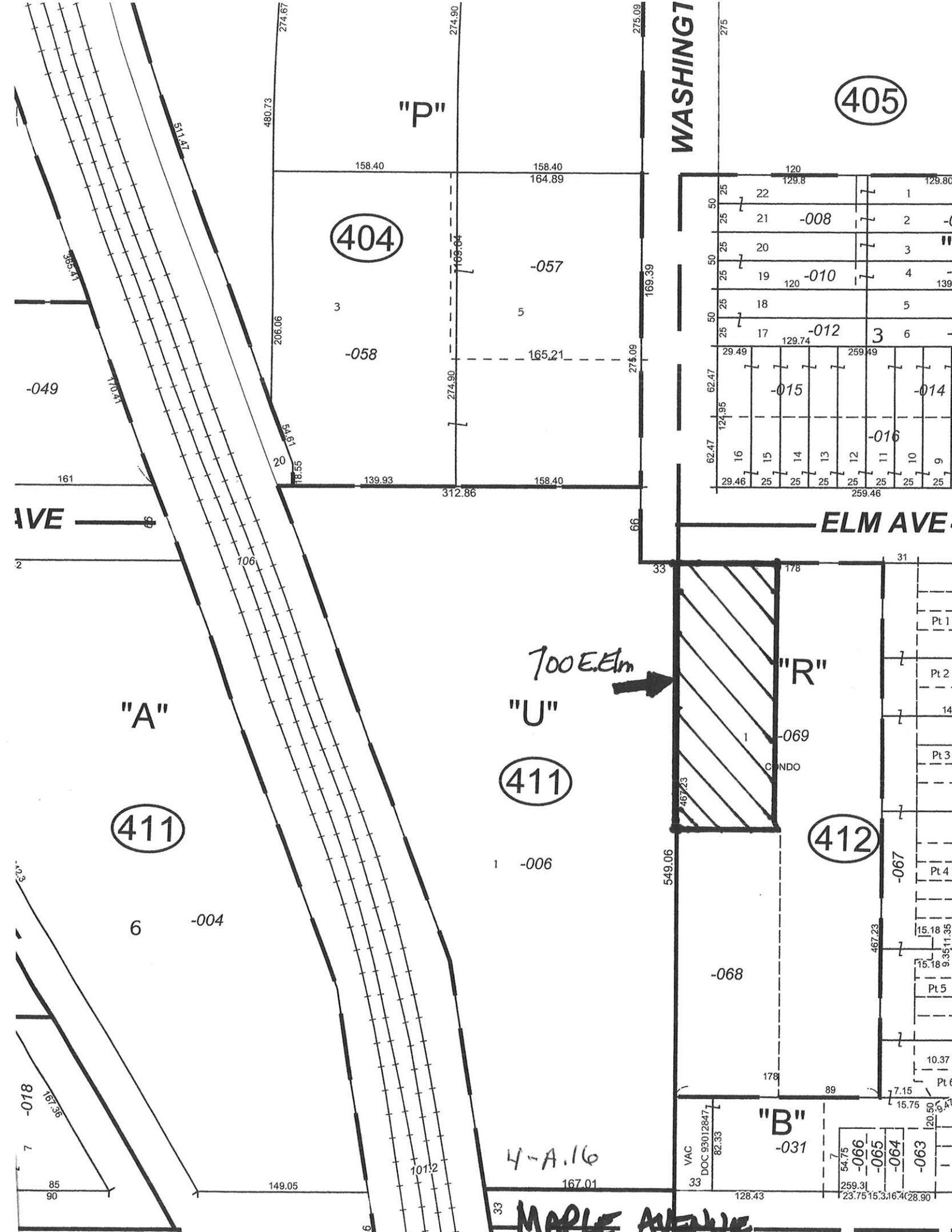
The proposed CrossFit fitness center would have 5 parking spaces dedicated specifically for its use within a parking lot with over 30 spaces shared among four commercial condominiums. According to the applicant, they have met with condominium association board president and members who have agreed to allow use of extra spaces in the parking lot. Staff has driven the site on a few separate occasions and observed that the parking lot was close to empty; however, this is possibly due to the fact that the facility currently has one vacancy and one space that is currently use only for vehicle storage. Staff recommends that the special use permit be conditioned on the availability of 7 parking spaces dedicated specifically to this use (this is 50% of the requirement).

**III. RECOMMENDATION:**

Should the Plan Commission find that the Special Use Standards have been achieved, the Plan Commission may wish to recommend to the Village Board of Trustees granting a Special Use Permit and the Site Plan Approval for the property legally described in Plan Commission Case #213 and commonly referred to as 700 E. Elm Avenue, Suite A, to operate a Physical Fitness Facility (SIC Code #7991) in the I-1 Light Industrial District, with the following conditions:

1. Parking. For any increase of space, the applicant is required to secure one more dedicated parking space for each 100 square feet of expansion. No increase in square footage of the facility be allowed that would cause the overall total size of the facility to be greater than the total available number of off-street parking spaces.
  
2. Noise Control. The use or operation of the fitness center shall not cause the emission of sound from the leased space, which exceeds 55 dB (A) during daytime hours or 45 dB (A) during nighttime hours.





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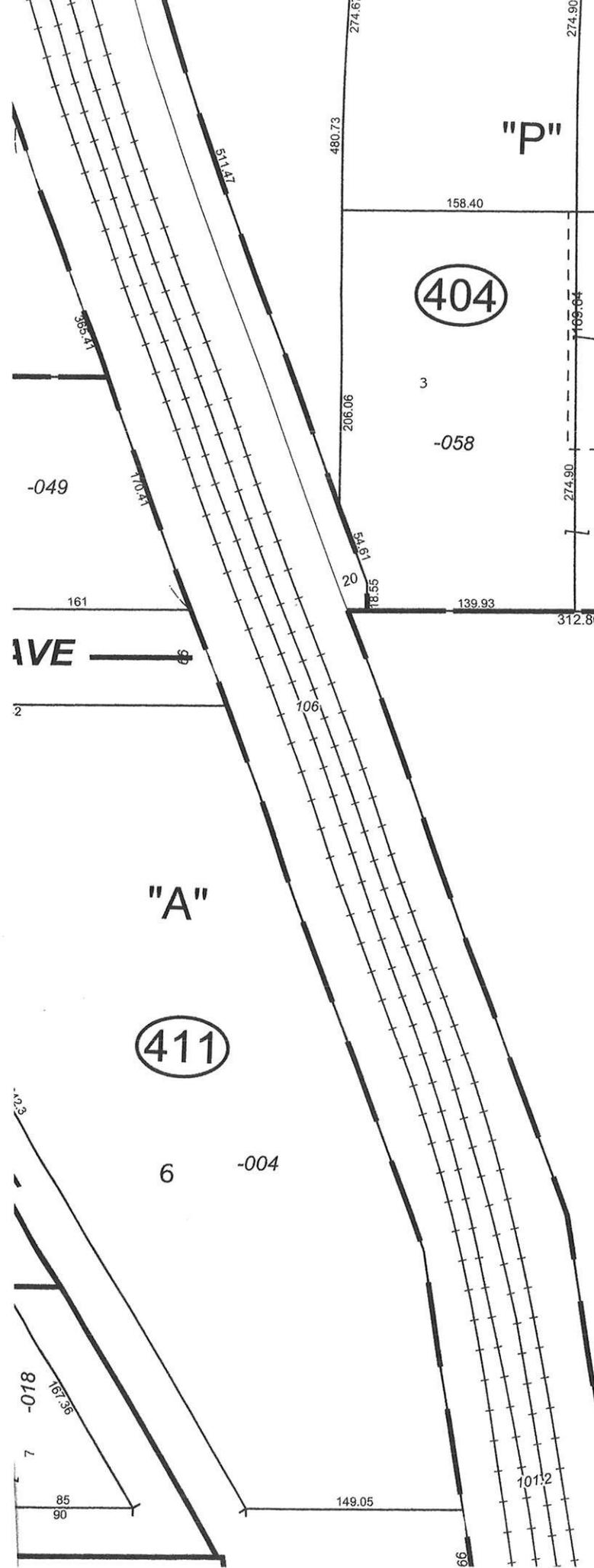
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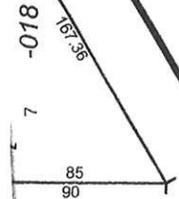
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Village of La Grange

53 S. La Grange Road, La Grange, IL 60525

Phone 708-579-2320 Fax 708-579-0980

SPECIAL USE APPLICATION

TO THE PRESIDENT AND

Application No.: 213

BOARD OF TRUSTEES

Date Filed: 11.27.13

VILLAGE OF LA GRANGE

UARCO No.: 1732

Application is hereby made by: **Absolution RDM, LLC**

Address: 1905 Rosewood Ct, Unit 2D, Darien, IL 60561 Phone: 312-666-7317

Owner of Property Located at 700 E. Elm Ave, La Grange, IL 60525

Permanent Real Estate Index No.: 18-04-412-069-1001 as set forth by plat of survey on file with the village.

Present Zoning Classification: I-1 Light Industrial

PROPOSED SPECIAL USE: Physical Fitness Facility (according to Article VII Section 7-105 E 9)

GENERAL STANDARDS:

- a) Code and Plan Purposes: The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.
- b) No Undue Adverse Impact. The proposed use and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area, or the public health, safety, and general welfare.
- c) No Interference with Surrounding Development. The proposed use and development will be constructed arranged, and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.
- d) Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

4-A.17

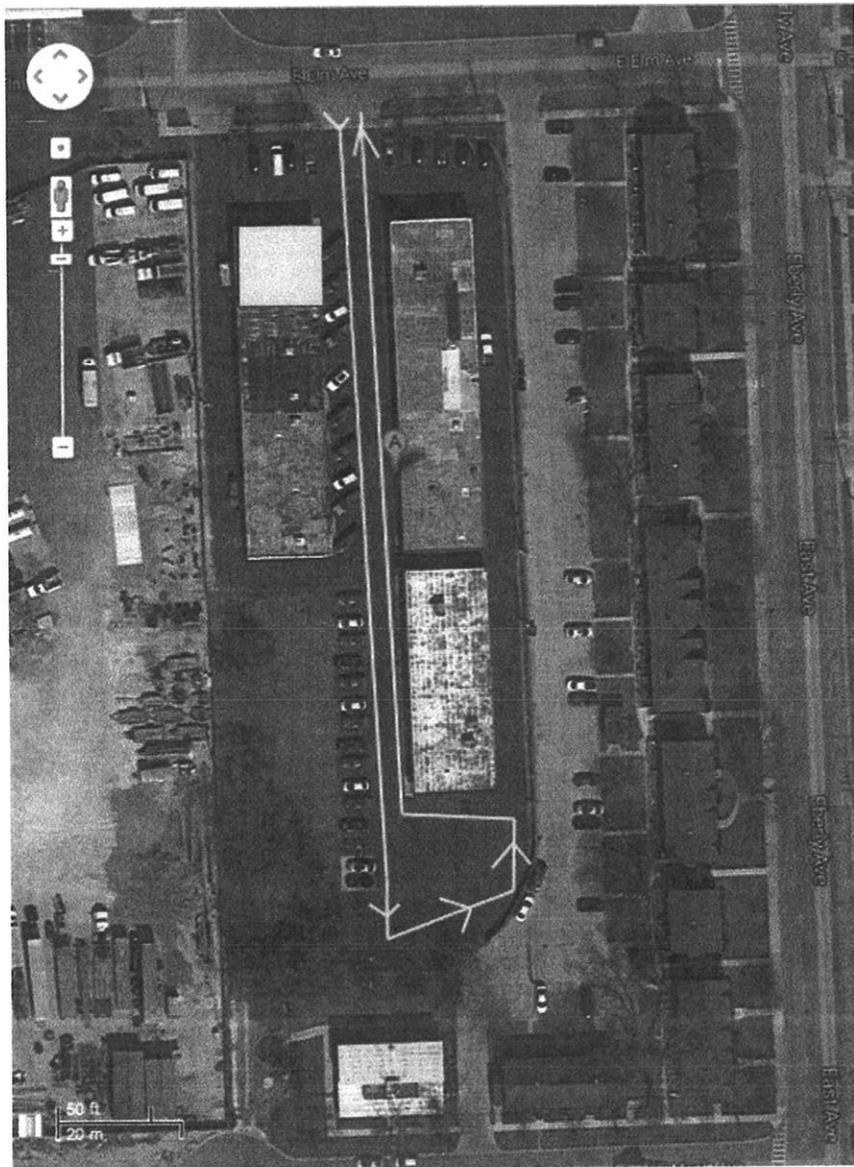
- e) No Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.
- f) No Destruction of Significant Features. The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.
- g) Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

Goal of regulations are that “no use with the I-1 district shall have any direct or indirect aesthetic, environmental, or economic impact on any other use either within or outside the district.”

Our CrossFit business will not require any changes to any existing physical structures (inside or outside), nor will it require any space (including client parking) which cannot be accommodated by the existing resources to the private property contained within the allotted address space. Parking will be the only the requirement of the business which will not be confined within the walls of 700 E Elm Suite A. The only traffic will consist of clients coming to and leaving the facility. Clients will typically arrive to and leave from the facility within an hour and a half time frame. The nature of the business can most easily be expressed as small group fitness. Trainers are present at all times during business hours, staff will range between one and three trainers at any given time. Clients are present during existing “class” slots which are hourly. Class sizes are expected to be with single digit participants with our peak traffic day being Saturday. Hours of operation are anticipated to be Monday through Friday 5 AM to 11 AM, an afternoon break and resumption from 4 PM to 9 PM. Weekend hours will be 8 AM to 11 AM Saturday and Sunday. We have no outdoor storage requirements or loading.

The only fixture within the walls of the gym will be a pull up rig with dimensions of 24' x 6'. All other equipment will be movable and will consist of items such as barbells, bumper plate weights for the barbells, kettle, bells, gymnastic rings, jump ropes, medicine balls, jump boxes, rowers, climbing ropes, mats, resistance bands and timers which will be organized on the perimeter of the open floor space. The entry way may have a shelving unit / hanger rack on one wall to accommodate client belongings during their time at the gym.

This picture illustrates the parking accommodations of the property. Our Suite, A, is highlighted by the yellow box and the traffic pattern is indicated with the yellow path. The existing lot may reasonably fit over thirty cars without occupying fire lanes or tapping into street parking. The association articles specify our unit is designated 15% of the facilities, which equates to four to six spaces based on this estimate. Our owners have met with the president and some members of the association board. Our needs have been expressed to them and they stated that use of extra spaces during non-business hours for our neighbors is not a problem and we intend to respect the needs of our neighbors' businesses, also. We will maintain open communications with the members. Traffic pattern will be entrance from E Elm Ave on the North end of the lot, proceeding straight South through the lot with access to spaces immediately in front of Unit A and including open spaces on the far South end of the lot. Exit will be back through the same pattern.



4-A.19

VILLAGE OF LA GRANGE  
Fire Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager and  
William J Bryzgalski, Fire Chief

DATE: January 27, 2014

RE: **REQUEST TO PURCHASE – FIRE DEPARTMENT / THERMAL  
IMAGING CAMERA**

---

The FY 2013-14 Foreign Fire Insurance Tax Fund budget provides for the purchase of a thermal imaging camera. This camera will replace one of our current cameras that malfunction and now are no longer in service. The cost to repair the core of the camera exceeded \$6,000 to repair. The camera is just over 11 years old. The average life for a camera by manufacturer standards is about 8 years. The Foreign Fire Insurance Tax Fund has budgeted \$10,000 for this replacement purchase.

The Foreign Fire Board and the Department just finished up a 4 month evaluation and research period. During the evaluation period the Department evaluated 4 different cameras, made by Scott, MSA, and Bullard for approximately 3 weeks each. The Department was able to utilize each piece of equipment for training and incidents.

After each period, personnel were given an evaluation form to review the different Thermal Imaging Cameras and asked to rate them on the quality of the product, the pro's and con's of each model. The rating forms were then tallied and the Bullard was a clear choice.

The Department also consulted with other departments that currently own the Bullard camera to get their feedback. All of the departments were very happy with the camera and they did not have any issues.

The Foreign Fire Insurance Board solicited quotations from Essential Equipment Solutions for \$10,689 and W.S. Darley for \$10,860 for the Bullard Eclipse LD Thermal Imager. These are the only vendors for the Bullard Camera.

The total cost of the camera exceeds the budgeted amount by \$689. The additional cost for the 5 year carefree warranty is \$999. The Board feels the warranty is well worth the expense since it covers the entire camera, batteries, charger, and conditioner.

The Foreign Fire Insurance Board has made a recommendation to the Fire Chief and the Fire Chief believes that this purchase can be worked into the current FY 2013-14 Foreign Fire Insurance Tax Fund budget.

It is our recommendation that the Village Board authorize staff to purchase a thermal imaging camera from the Essential Equipment Solutions at a total cost of \$10,689.

VILLAGE OF LA GRANGE  
Administrative Offices

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert Pilipiszyn, Village Manager  
Michael A. Holub, Chief of Police

DATE: January 27, 2014

RE: **RESOLUTION – AUTHORIZING AN AMENDMENT TO AN EMERGENCY  
MUTUAL AID AGREEMENT / POLICE DEPARTMENT**

---

In 1993 a group of municipalities including La Grange came together to create an agreement to facilitate mutual aid in the case of police emergencies. The group wrote an Emergency Mutual Aid Agreement that was approved by all of the municipalities. The Mutual Aid Agreement has been amended several times over the years to add additional municipalities and broaden its scope.

The group also created a Major Case Assistance Team (“MCAT”) that can be called in on cases requiring follow-up of greater depth than a typical case. Most of the municipalities participating in the Mutual Aid Agreement also are part of MCAT.

The Mutual Aid Agreement has been very beneficial. A recent example of the importance of the aid provided under the Agreement is the police response in 2013 at the LTHS north campus following a report of gunshots. The Village benefited from the immediate assistance provided by the participating municipalities under the Agreement.

The Village of Stickney has expressed its desire to participate in the Mutual Aid Agreement and as part of MCAT. The senior law enforcement officials of all current participants have unanimously recommended that Stickney be approved for inclusion as requested.

Staff recommends that the Board of Trustees adopt the attached Resolution approving the Village of Stickney as a participating municipality and reaffirming the Mutual Aid Agreement and MCAT.

VILLAGE OF LA GRANGE

RESOLUTION R-\_\_\_\_\_

A RESOLUTION AUTHORIZING AN AMENDMENT  
TO AN EMERGENCY MUTUAL AID AGREEMENT

WHEREAS, the Village of La Grange participates in an emergency mutual aid agreement ("*Mutual Aid Agreement*") under Section 11-1-2.1 of the Illinois Municipal Code with these municipalities: Countryside, Brookfield, Forest View, Hodgkins, Indianhead Park, La Grange Park, Lyons, McCook, North Riverside, Riverside, and Western Springs (the "*Participating Municipalities*"); and

WHEREAS, the Participating Municipalities now desire to add the Village of Stickney as a Participating Municipality in the Mutual Aid Agreement;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of La Grange, Cook County and State of Illinois, as follows:

Section 1. Recitals. The foregoing recitals are incorporated into this Resolution as findings of the Board of Trustees.

Section 2. Recitals. The Board of Trustees approves the addition of the Village of Stickney as a Participating Municipality in the Mutual Aid Agreement and authorizes the President and Village Clerk to execute and attest the amended Mutual Aid Agreement on behalf of the Village.

Section 3. Reaffirmation. The Board of Trustees reaffirms its participation in, and the terms and conditions of, the Mutual Aid Agreement in the form attached to this Resolution as Attachment A.

Section 4. Effective Date. This Resolution will be in full force and effect from and after its passage and approval.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2014.

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
Thomas E. Livingston, Village President

ATTEST:

\_\_\_\_\_  
Johns Burns, Village Clerk

**ATTACHMENT A  
TO RESOLUTION APPROVING AN AMENDMENT  
TO AN EMERGENCY MUTUAL AID AGREEMENT**

**EMERGENCY MUTUAL AID AGREEMENT**

Pursuant to the authority granted under the Illinois Municipal Code and in particular under Section 11-1-2.1 thereof, Section 10 of Article VII of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act, Chapter 1227, Sections 741, et seq., and in consideration of the mutual agreements herein made and approved by:

1. VILLAGE OF BROOKFIELD, ILLINOIS
2. CITY OF COUNTRYSIDE, ILLINOIS
3. VILLAGE OF FOREST VIEW, ILLINOIS
4. VILLAGE OF HODGKINS, ILLINOIS
5. VILLAGE OF INDIANHEAD PARK, ILLINOIS
6. VILLAGE OF LA GRANGE, ILLINOIS
7. VILLAGE OF LAGRANGE PARK, ILLINOIS
8. VILLAGE OF LYONS, ILLINOIS
9. VILLAGE OF MCCOOK, ILLINOIS
10. VILLAGE OF NORTH RIVERSIDE, ILLINOIS
11. VILLAGE OF RIVERSIDE, ILLINOIS
12. VILLAGE OF STICKNEY, ILLINOIS
13. VILLAGE OF WESTERN SPRINGS, ILLINOIS

All of the Villages and Cities above, being hereinafter designated as "Participating Municipalities," agree as follows:

Section 1: As used herein, the following terms shall have the following meanings:

GENERAL PLAN – shall mean the Emergency Mutual Aid Plan in case of Disaster/Civil Disorder, attached hereto as Exhibit "A" and made a part hereof together with such amendments thereto (which do not increase the liabilities or obligations of Participating Municipalities and are not otherwise in conflict with the provisions of this agreement.) as may from time to time be duly approved by each Participating Municipality.

INITIATING MUNICIPALITY – shall mean any Participating Municipality which shall issue an emergency call in accordance with the provisions of the General Plan, but only with respect to the emergency or circumstances directly or indirectly relating thereto, for which such call is issued.

Section 2: Each of the Participating Municipality agrees to use its best efforts to provide immediate emergency police assistance under the General Plan or to provide assistance with personnel and resources for serious criminal activities which constitute a community threat to any Initiating Municipality which shall issue an emergency call pursuant to the General Plan, provided, however, that such emergency police assistance shall be provided ONLY upon strict compliance with the provisions of the General Plan and of this agreement, and that no Participating Municipality shall have any obligation

hereunder or under the General Plan to provide any emergency police assistance or their assistance to any municipality which is not a Participating Municipality and provide further that no Participating Municipality shall be liable for any damages on account of its failure or inability for any reason to provide such emergency police assistance. Those authorized to issue an emergency call for assistance hereunder shall be the Chiefs of Police or their designates, and the shift (watch) commanders of each Participating Municipality.

Section 3: All of the police departments of all of the Participating Municipalities shall maintain the ability to communicate with one another continuously by means of at least one commonly used radio frequency or band.

Section 4: Each Participating Municipality which provides emergency police assistance under the General Plan shall be individually liable for any and all claims, demands, causes of action, damages, and liability, and for any loss of or damage to any equipment or property of such Participating Municipality, arising out of or connected directly or indirectly with its activities in response to an emergency call issued by the Initiating Municipality; except where the damages or injury complained of arises out of the use of equipment loaned to the Initiating Municipality, such Initiating Municipality shall indemnify, defend, and save harmless, the Participating Municipality which loaned such equipment against any and all claims, demands, causes of action, damages, and liability, and against any loss of or damage to any such loaned equipment of such Participating Municipality.

Section 5: Each Participating Municipality shall indemnify, defend, and save harmless, its own police officers and/or other law enforcement officers and/or personnel responding to the emergency call in accordance with the provisions of Articles 1-4-5 and 1-4-6 of the Illinois Municipal Code.

Section 6: Each Participating Municipality agrees that it will, at all times, carry insurance, insuring such Participating Municipality for payment of the obligations covered by the indemnity and reimbursement provisions of sections 4 and 5 of this agreement and such insurance coverage shall have limits of liability not less than the following:

	EACH PERSON	EACH OCCURRENCE
BODILY INJURY:	\$500,000.00	\$1,000,000.00
PROPERTY DAMAGE:	\$100,000.00	\$300,000.00
PERSONAL INJURY OTHER THAN BODILY INJURY:	\$500,000.00	\$1,000,000.00

Section 7: Any Participating Municipality whose police officers or other law enforcement officers and/or personnel have responded to an emergency call under the General Plan may recall such officers or personnel under either of the following circumstances:

A) If such Participating Municipality shall itself issue an emergency call under the General Plan; or

B) If in the judgment of the Commanding Officer of such Participating Municipality there is a need for such officers or personnel in the Participating Municipality,

such officers/personnel may be recalled on reasonable notice to the ranking officer in charge of the Initiating Municipality.

Section 8: Police officers furnishing assistance under this agreement shall have all of the powers of police officers of the Initiating Municipality and are subject to the direction of the Chief of Police or ranking Commanding Officer in Charge of the Initiating Municipality. It shall be the responsibility of the Initiating Municipality to record the Participating Municipalities, their respective duties and assignments, and to collect historical data of the emergency or incident. In addition, the Initiating Municipality shall:

- 1) Provide for the servicing of the news media.
- 2) Have readily available at its headquarters a plan or locating (with alternatives) sites for a command and communications center, receiving and staging area(s) for all police, and other assisting agencies such as utility companies, ambulances, firemen and equipment, tow trucks, Red Cross, hazmat teams etc. and all other equipment/manpower that may be called in to assist toward the successful termination of the emergency or incident.
- 3) Be solely responsible for notifying all outside agencies to be called in based upon its needs and in accordance with its own Disaster/Civil Disturbance Plan.
- 4) Be responsible for relieving, feeding, and for the billeting, as may be required by the duration of the emergency or incident, of all such personnel who have responded to the call.
- 5) Replace (at a later time) all equipment or supplies expended or consumed by the Participating Municipality in terminating the emergency or incident.

Section 9: In the event that any Participating Municipality shall fail to maintain the insurance coverage required by Section 5 hereof, the other Participating Municipalities shall give written notice of such failure to each Participating Municipality, and so long as such failure continues, other Participating Municipalities shall not be obligated under the General Plan to respond to any emergency call issued by the municipality so failing to maintain the required insurance coverage. In the event of any other violation of the provisions of this Agreement or of the General Plan, the offending municipality may be excluded from the benefits of the Plan by the affirmative action of the corporate authorities of a majority of the Participating Municipalities.

Section 10: This Agreement shall remain in effect until such time as it is formally terminated by the Parties hereto, or there are fewer than two (2) Participating Municipalities remaining; provided any Participating Municipality may at any time withdraw by providing ninety days (90) written notice of its intent to withdraw delivered to each of the remaining Participating Municipalities, and provided that all its debts and obligations then accrued under Sections 4 and 5 hereof have been paid or settled.

Section 11: This Agreement shall appear as a preface to each participating police departments' Emergency Disaster/Civil Disorder plan maintained by each such department.

Section 12: The parties to this Agreement, listed on page 1 of said Agreement, hereby ratify and confirm all things done by them in pursuance of that certain mutual aid agreement entered into by them on or about December 1, 1978 and subsequently amended.

- This agreement shall remain in effect until such time as it shall be terminated by mutual consent of all participating agencies. Any agency may withdraw from this agreement by notifying all other member agencies, in writing, of its intent to withdrawing must give ninety (90) days notice of such withdrawal, and must satisfy all outstanding obligations incurred prior to such withdrawal.
  
- Village of LaGrange Park is participating in the Mutual Aid Agreement but the LaGrange Park Police Department has chosen not to participate in the MCATS Program.

APPROVED AND ACCEPTED: As evidenced by the attached signed document copies (the original of each document being on file with its Municipality) from each Participating Municipality and included as Exhibit "B" of this Agreement.

Dated: \_\_\_\_\_

Approved and accepted:

\_\_\_\_\_  
Name of municipality

By: \_\_\_\_\_  
Mayor or Village President

Attest:

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

EXHIBIT "A"  
TO EMERGENCY MUTUAL AID AGREEMENT

GENERAL DISASTER/CIVIL DISORDER PLAN

1. Every outside assisting agency reporting, wherein two or more personnel respond, shall have one (1) individual designated as IN CHARGE of that department's personnel.
2. The respective municipal department, wherein the incident occurs, shall have a permanently designated command post site, or
3. Should the situation necessitate, Alternate Command Post Sites would be designated by the municipal department, wherein the incident occurs, at the time the mutual aid request is made.
4. The In Charge Individual of the outside assisting agency shall report to the Command Post, of the requesting agency wherein the incident occurs, and receive a duty assignment for his personnel.
5. The reporting assisting agency shall accept the responsibility to complete the assignments as given.
6. The reporting assisting agency agrees to act under the supervision of, and to assist in any way requested, the supervising officer(s) of the municipal department wherein the incident occurs.
7. The outside assisting agency agrees to respond to the mutual aid request with all such equipment as has been agreed to be provided (See attached supplements) as quickly after any such request as is practical.
8. This mutual aid from all outside assisting agencies shall be provided upon DIRECT request from the municipal department wherein the incident occurs.

EXHIBIT "B"  
TO EMERGENCY MUTUAL AID AGREEMENT

MCAT UNIT PARTICIPANT ACCEPTANCE

THIS OPERATIONAL PROCEDURE FOR THE MCAT UNIT HEREIN PRESENTED HAVING BEEN REVIEWED BY THE AGENCY CHIEFS OF THE MEMBER AGENCIES UNDER AUTHORITY OF THE MUTUAL AID AGREEMENT AND HAVE BEEN APPROVED AND ADOPTED AS INDICATED BY THE SIGNATURES OF THOSE AGENCY CHIEFS AFFIXED BELOW. THIS OPERATIONAL PROCEDURE REPLACES ALL PREVIOUS PROCEDURES ADOPTED PRIOR TO THE DATE BELOW BY PARTICIPATING MEMBER AGENCIES.

PROCEDURE REVIEW, APPROVED, ACCEPTED AND ADOPTED ON THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_ 2014 by:

\_\_\_\_\_  
Steven Stelter, Chief  
Brookfield Police Department

\_\_\_\_\_  
Harley Schinker, Chief  
Lyons Police Department

\_\_\_\_\_  
Joseph Ford, Chief  
Countryside Police Department

\_\_\_\_\_  
Mario DePasquale, Chief  
McCook Police Department

\_\_\_\_\_  
Larry Brouk, Chief  
Forest View Police Department

\_\_\_\_\_  
Lane Niemann, Chief  
North Riverside Police Department

\_\_\_\_\_  
Ernest Millsap, Chief  
Hodgkins Police Department

\_\_\_\_\_  
Thomas Weitzel, Chief  
Riverside Police Department

\_\_\_\_\_  
Frank Alonzo, Chief  
Indian Head Park Police Department

\_\_\_\_\_  
John Sladetz, Chief  
Stickney Police Department

\_\_\_\_\_  
Michael Holub, Chief  
La Grange Police Department

\_\_\_\_\_  
Pamela Church, Chief  
Western Springs Police Department

## MINUTES

VILLAGE OF LA GRANGE  
BOARD OF TRUSTEES REGULAR MEETING  
Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525

Monday, January 13, 2014 - 7:30 p.m.

### 1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:30 p.m. by President Livingston. On roll call, as read by Village Clerk John Burns, the following were present:

PRESENT: Trustees Holder, Langan, Kuchler, McCarty, Nowak and Palermo

ABSENT: None

OTHERS: Village Manager Robert Pilipiszyn  
Assistant Village Manager Andrianna Peterson  
Village Attorney Mark Burkland  
Finance Director Lou Cipparrone  
Community Development Director Patrick Benjamin  
Public Works Director Ryan Gillingham  
Fire Chief William Bryzgalski  
Police Chief Michael Holub

President Livingston requested Village Clerk John Burns announce who will be leading the Pledge of Allegiance this evening. Clerk Burns indicated that Scoutmaster John Svoboda, Sr., from Troop 66 is providing an official flag ceremony which was initiated by Boy Scouts John Svoboda, Paul Kurtzner, Ryan Oeste, and Peter Schwabe. Upon presentation of the flags they lead the audience in reciting the pledge of allegiance.

### 2. PRESIDENT'S REPORT

President Livingston welcomed the New Year indicating that La Grange will celebrate 135 years in 2014. Noting attention to development of the annual budget, to be presented for approval in April, President Livingston indicated that public safety, health care costs, and economic expansion will encompass basic funding. President Livingston announced that workshops will be conducted to determine the need for a utility tax increase and/or a food and beverage tax. Indicating that a Capital Projects Workshop is scheduled for February 3, President Livingston expressed commitments for financial stability for future generations.

President Livingston extended his gratitude to the various departments for their professionalism in handling the challenges presented by recent severe weather conditions.

President Livingston indicated that Village finances were discussed by the La Grange 2020 Task Force in December and the next meeting, scheduled for January 15, 2014 will encompass infrastructure. Thanking resigning Chairperson Diane Gormely-Barnes, President Livingston welcomed Michael Kotynek as the new Chairperson and Katie Justak as Vice Chairperson. Adding his thanks to members of the Task Force, President Livingston looks forward to their final findings in June.

Having addressed the La Grange Citizen's Council last week concerning Village government, President Livingston thanked them for their dedication.

Referencing on-going renovation to the Stone Avenue train station, President Livingston advised that Metra is also moving forward with repairs to the La Grange Road train station.

Lastly President Livingston provided updates to the redevelopment of the former YMCA property.

A. Appointment – Plan Commission

With the recent resignation of Nancy Pierson, President Livingston requested approval to appoint Ms. Julie Eagan as a member of the Plan Commission to serve the remaining term. Trustee Langan moved to approve the appointment, seconded by Trustee Holder.

Trustee Langan expressed his thanks to Ms. Pierson for her years of service.

Motion approved by voice vote.

B. Oath of Office – Firefighter / Paramedic Adam VanEvery

As the La Grange Fire Department is a recipient of a grant to fund the hiring of a floater firefighter / paramedic for two years, the La Grange Board of Fire and Police Commissioners have appointed Adam VanEvery to fill the position of Firefighter / Paramedic effective January 2, 2014. Noting his education and experience, President Livingston requested he step forward and Village Clerk Burns to administer the oath.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None

4. OMNIBUS AGENDA AND VOTE

- A. Ordinance (#O-14-01) – Disposal of Surplus Property – Forfeited Vehicles
- B. Minutes of the Village of La Grange Board of Trustees Regular Meeting, Monday, December 9, 2013
- C. Consolidated Voucher 131223 – (\$547,098.93)
- D. Consolidated Voucher 140113 – (\$1,375,603.41)

It was moved by Trustee Langan to approve items A, B, C and D of the Omnibus Agenda, seconded by Trustee Nowak.

Approved by roll call vote.

Ayes: Trustees Holder, Kuchler, Langan, McCarty, Palermo and Nowak  
Nays: None  
Absent: None

5. CURRENT BUSINESS

None

6. MANAGER'S REPORT

- A. Pre-Budget Development Workshop – Revenues (Food and Beverage Tax) – Continued Discussion

President Livingston advised that the Village will continue to engage the business community for further discussion on the proposed Food and Beverage Tax. President Livingston opened the floor and welcomed any comments from members of the audience as well as the Board of Trustees. Seeing none, President Livingston requested Village Manager Pilipiszyn to prepare options for reductions in the proposed food and beverage tax and utility tax and/or a combination of both sources of revenue to be considered at the January 27 Village Board of Trustees meeting.

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

Bridget Erickson, 725 S. 11<sup>th</sup> Avenue noted her previous request to the Board on November 11 related to issues involving feeding wildlife and feral cats. Ms. Erickson indicated that staff has been helpful however feels this is a public health issue and encourages the adoption of specific regulations and fines relative to this matter. President Livingston indicated that staff has provided the Board with updates and will continue to assess this issue.

8. EXECUTIVE SESSION

9. TRUSTEE COMMENTS

Trustee Holder wished to personally thank Fire Chief Bryzgalski, Police Chief Holub, and Public Works Director Gillingham for their efforts in performing their duties during the extreme weather conditions and throughout the holiday season.

Trustee Kuchler added his thanks to staff for their service. Trustee Kuchler wished all a happy new year and congratulated the St. Francis Xavier girls volley ball team.

As the meeting room was occupied to capacity, Trustee Holder respectfully noted the audience having the opportunity to speak.

As no individual came forward, President Livingston clarified that there has been public communications and concerns related to homeless individuals and the programs provided to assist them. President Livingston indicated that all comments and concerns relating to homeless individuals are taken seriously and would be considered to ensure public safety. Indicating that the Village has an anti-loitering ordinance in place, President Livingston assured the audience that these concerns would be resolved in a fact based and respectful manner.

10. ADJOURNMENT

At 8:03 p.m. Trustee Langan moved to adjourn, seconded by Trustee Holder. Approved by voice vote.

\_\_\_\_\_  
Thomas E. Livingston, Village President

ATTEST:

\_\_\_\_\_  
John Burns, Village Clerk

Approved Date:

H:\eelder\ellie\Minutes\VB011314.doc

**VILLAGE OF LA GRANGE**

Disbursement Approval by Fund

January 27, 2014

Consolidated Voucher 140127

<u>Fund No.</u>	<u>Fund Name</u>	<u>01/27/14 Voucher</u>	<u>01/17/14 Payroll</u>	<u>Total</u>
01	General	99,774.87	335,383.67	435,158.54
21	Motor Fuel Tax			0.00
22	Foreign Fire Insurance Tax	1,089.14		1,089.14
24	ETSB	2,214.95		2,214.95
40	Capital Projects			0.00
50	Water	6,123.97	46,489.33	52,613.30
51	Parking	2,082.61	23,556.60	25,639.21
60	Equipment Replacement	3,660.00		3,660.00
70	Police Pension			0.00
75	Firefighters' Pension			0.00
80	Sewer	292.37	11,978.11	12,270.48
90	Debt Service			0.00
91	SSA 4A Debt Service			0.00
93	SAA 269			0.00
94	SAA 270			0.00
		<u>115,237.91</u>	<u>417,407.71</u>	<u>532,645.62</u>

We the undersigned Manager and Clerk of the Village of La Grange hereby certify that, to the best of our knowledge and belief, the foregoing items are true and proper charges against the Village and hereby approve their payment.

\_\_\_\_\_  
Village Manager

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

\_\_\_\_\_  
President

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

DATE: 01/23/14  
 TIME: 09:06:25  
 ID: AP222000.WOW

VILLAGE OF LA GRANGE  
 MANUAL PRE-CHECK RUN EDIT

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
128674	CON35	CONSIGN & REDESIGN			01/10/14		
	240438-1	01/08/14	01	REPAIR DAMAGED LOCK/#14-0053		01-09-61-6100	645.00
						INVOICE TOTAL:	645.00 *
						CHECK TOTAL:	645.00
128675	CON35	CONSIGN & REDESIGN			01/10/14		
	240438-2	01/08/14	01	REPAIR DAMAGED LOCK/#14-0053		01-09-61-6100	615.00
						INVOICE TOTAL:	615.00 *
						CHECK TOTAL:	615.00
128676	IPELRA	IPELRA			01/13/14		
	140108	01/08/14	01	CONCEAL CARRY;MED MARIJ/AP		01-12-60-6020	55.00
						INVOICE TOTAL:	55.00 *
						CHECK TOTAL:	55.00
128677	IPELRA	IPELRA			01/13/14		
	140113	01/13/14	01	PUBL SECT EMPL LAW SEMINAR/AP		01-12-60-6020	180.00
						INVOICE TOTAL:	180.00 *
						CHECK TOTAL:	180.00
						TOTAL AMOUNT PAID:	1,495.00

4-E.1

DATE: 01/23/14  
TIME: 09:06:57  
ID: AP223000.WOW

VILLAGE OF LA GRANGE  
DISTRIBUTION JOURNAL --- MANUAL CHECKS AP-012314

PAGE: 1  
F-YR: 14

JOURNAL DATE: 01/23/14

ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
GENERAL FUND							
01	01-09-61-6100	TOOLS & SUPPLIES	CON35	240438-1	REPAIR DAMAGED LOCK/#14-0053	645.00	
02	01-09-61-6100	TOOLS & SUPPLIES	CON35	240438-2	REPAIR DAMAGED LOCK/#14-0053	615.00	
03	01-12-60-6020	TRAINING & MEMBERSHIP	IPELRA	140108	CONCEAL CARRY;MED MARIJ/AP	55.00	
04	01-12-60-6020	TRAINING & MEMBERSHIP	IPELRA	140113	PUBL SECT EMPL LAW SEMINAR/AP	180.00	
05	01-00-00-1010	CASH-FNBLG-CHECKING			ACCOUNTS PAYABLE OFFSET		1,495.00
TOTALS:						1,495.00	1,495.00

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128678	AIR8025	AIRGAS NORTH CENTRAL						
	9915006562	01/01/14	01	1 CYLINDER RENTAL FOR YEAR	01-11-62-6220		82.50	
						INVOICE TOTAL:	82.50 *	
						CHECK TOTAL:	82.50	
128679	AIS6428	ALL INFORMATION SERVICES, INC						
	25693	01/14/14	01	CONFIGURE NVR & CAMERA	01-11-66-6600		142.50	
			02	NOV IT CHARGES	01-02-62-6220		23.75	
			03	NOV IT CHARGES	01-03-62-6230		237.50	
			04	NOV IT CHG/SPAM TRNSFR/SETTING	01-19-62-6230		1,330.00	
			05	NOV IT CHARGES	01-07-62-6220		807.50	
			06	NOV IT CHARGES	01-11-62-6220		71.25	
						INVOICE TOTAL:	2,612.50 *	
	25880	12/23/13	01	LABOR-PW SECURITY SYS	01-11-66-6600		2,470.00	
			02	LABOR-PUMP STN SECURITY SYS	50-00-66-6691		95.00	
						INVOICE TOTAL:	2,565.00 *	
	25947	01/08/14	01	AIS BUSINESS PC/JM	01-03-66-6605		899.00	
						INVOICE TOTAL:	899.00 *	
	25949	01/09/14	01	20" MONITOR/JM	01-03-66-6600		115.70	
						INVOICE TOTAL:	115.70 *	
				*** VOID---LEADER CHECK ***				
128680	AIS6428	ALL INFORMATION SERVICES, INC						
	26008	01/14/14	01	DEC IT CHARGES	01-02-62-6220		23.75	
			02	DEC IT CHARGES	01-06-62-6220		142.50	
			03	DEC IT CHARGES	01-09-62-6220		23.75	
			04	DEC IT CHARGES	01-03-62-6220		190.00	

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128680	AIS6428	ALL INFORMATION SERVICES, INC						
	26008	01/14/14	05	IT CHG SRVR/COMCAST/BARRACUDA	01-19-62-6230		1,092.50	
			06	DEC IT CHARGES/PD	24-00-62-6220		641.25	
			07	DEC IT CHARGES/DPW	50-00-62-6220		712.50	
						INVOICE TOTAL:	2,826.25 *	
						CHECK TOTAL:	9,018.45	
128681	ALL9001	ALLIED WASTE SERVICE						
	0551-010622668	12/31/13	01	500 REFUSE STICKERS	01-00-34-3401		2,200.00	
						INVOICE TOTAL:	2,200.00 *	
						CHECK TOTAL:	2,200.00	
128682	AM8623	A & M PARTS INC						
	270767	01/16/14	01	BATTERY/CO1182	01-09-62-6220		104.75	
						INVOICE TOTAL:	104.75 *	
	410899	10/24/13	01	LECTRA-MOTIVE CLEANER	01-11-62-6220		7.28	
			02	SILICONE SPRAY	01-11-62-6220		7.34	
			03	ANTI-SEIZE SPRAY	01-11-62-6220		14.24	
						INVOICE TOTAL:	28.86 *	
	414364	11/13/13	01	HYDR FILTER/SMALL SKIDSTEER	01-11-62-6220		27.55	
						INVOICE TOTAL:	27.55 *	
	418854	12/10/13	01	WIPER BLADESW;WINDSH WASHER	01-11-62-6220		62.14	
						INVOICE TOTAL:	62.14 *	
	418861	12/10/13	01	30;20;15 AMP FUSES	01-11-62-6220		29.25	
						INVOICE TOTAL:	29.25 *	
	420141	12/16/13	01	CREDIT-RETURNED BEAM	01-11-62-6220		-29.74	
						INVOICE TOTAL:	-29.74 *	

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128682	AM8623	A & M PARTS INC		*** VOID---LEADER CHECK ***			
128683	AM8623	A & M PARTS INC					
	421488	12/26/13	01	NAPA CLEAR RTV/SHOP	01-11-62-6220		7.58
						INVOICE TOTAL:	7.58 *
	421631	12/27/13	01	HALOGEN BULB/#12	01-11-62-6220		32.98
						INVOICE TOTAL:	32.98 *
	422074	12/30/13	01	FITTING/VACTOR	80-00-62-6220		1.05
						INVOICE TOTAL:	1.05 *
	425979	01/21/14	01	REPL AUTOMOTIVE LIGHT BULBS	01-09-62-6220		13.90
						INVOICE TOTAL:	13.90 *
						CHECK TOTAL:	278.32
128684	AND3323	ANDRES MEDICAL BILLING LTD					
	132459	01/10/14	01	DEC AMBULANCE COLLECTION FEES	01-00-58-5866		1,536.87
						INVOICE TOTAL:	1,536.87 *
						CHECK TOTAL:	1,536.87
128685	AND6006	ANDERSON PEST CONTROL					
	278274	01/01/14	01	JAN 2014 SERVICES	01-06-62-6230		66.00
						INVOICE TOTAL:	66.00 *
						CHECK TOTAL:	66.00
128686	ARA2525	ARAMARK UNIFORM SERVICES					

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128686	ARA2525	ARAMARK UNIFORM SERVICES					
	2078378278	01/03/14	01	MAT SERVICE	01-10-62-6221		34.73
						INVOICE TOTAL:	34.73 *
	2078396182	01/17/14	01	1/17/*14 UNIFORM SERVICE	01-11-60-6021		57.68
			02	1/17/*14 UNIFORM SERVICE	50-00-60-6021		40.80
			03	1/17/*14 UNIFORM SERVICE	01-11-60-6021		10.20
						INVOICE TOTAL:	108.68 *
						CHECK TOTAL:	143.41
128687	ATT	A T & T					
	14/708579068701	01/01/14	01	JAN 3 LINE SYS:579-0687	01-07-62-6210		154.60
						INVOICE TOTAL:	154.60 *
						CHECK TOTAL:	154.60
				*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***			
128688	ATT	A T & T					
	14/708579108501	01/01/14	01	JAN FAX LINE 579-1085	01-07-62-6210		51.28
						INVOICE TOTAL:	51.28 *
						CHECK TOTAL:	51.28
				*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***			
128689	ATT	A T & T					
	14/708579139401	01/01/14	01	JAN INVEST FAX LINE 579-1394	01-07-62-6210		74.48
						INVOICE TOTAL:	74.48 *
						CHECK TOTAL:	74.48
				*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***			
128690	ATT	A T & T					

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128698	CAT6298	CATCHING FLUIDPOWER, INC						
	5882973	12/31/13	01	HOSE FOR SM. BOBCAT BROOM	01-11-62-6220		144.82	
						INVOICE TOTAL:	144.82 *	
						CHECK TOTAL:	144.82	
128699	CLO2784	CLOSED CIRCUIT INNOVATIONS						
	5358	01/03/14	01	FEB	51-00-62-6280		295.00	
						INVOICE TOTAL:	295.00 *	
						CHECK TOTAL:	295.00	
128700	COM3001	COMCAST CABLE						
	017078-14/02	01/08/14	01	FEB HIGH SPEED INTERNET/DPW	01-19-62-6230		129.90	
						INVOICE TOTAL:	129.90 *	
	130848-14/02	01/08/14	01	FEB HIGH SPEED INTERNET/PD;FD	01-19-62-6230		139.85	
						INVOICE TOTAL:	139.85 *	
	130871-14/02	01/08/14	01	FEB HIGH SPEED INTERNET/VH	01-19-62-6230		139.85	
						INVOICE TOTAL:	139.85 *	
	140109	01/09/14	01	FEB CABLE CHARGES	22-00-66-6600		99.14	
						INVOICE TOTAL:	99.14 *	
						CHECK TOTAL:	508.74	
128701	COM3002	COMCAST CABLE						
	140106	01/06/14	01	FEB CABLE	01-07-61-6100		84.58	
						INVOICE TOTAL:	84.58 *	
						CHECK TOTAL:	84.58	

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128702	COM784	COMMONWEALTH EDISON						
	140108-SL	01/08/14	01	DEC STREET LIGHTS	01-11-62-6211		2,220.55	
			02	DEC PARKING LOT LIGHTS	51-00-62-6211		821.30	
						INVOICE TOTAL:	3,041.85 *	
						CHECK TOTAL:	3,041.85	
128703	CON1421	CONSTELLATION NEWENERGY INC						
	13010024	01/11/14	01	DEC STREET LIGHTS	01-11-62-6211		107.36	
			02	DEC PARKING LOT LIGHTS	51-00-62-6211		39.71	
						INVOICE TOTAL:	147.07 *	
						CHECK TOTAL:	147.07	
128704	COR2800	CORPORATE BENEFITS CONSULTANTS						
	102013	10/28/13	01	OCT 2013 BROKERAGE/CONSULT FEE	01-02-60-6010		43.27	
			02	OCT 2013 BROKERAGE/CONSULT FEE	01-03-60-6010		125.73	
			03	OCT 2013 BROKERAGE/CONSULT FEE	01-06-60-6010		149.41	
			04	OCT 2013 BROKERAGE/CONSULT FEE	01-07-60-6010		754.93	
			05	OCT 2013 BROKERAGE/CONSULT FEE	01-09-60-6010		518.84	
			06	OCT 2013 BROKERAGE/CONSULT FEE	01-11-60-6010		255.54	
			07	OCT 2013 BROKERAGE/CONSULT FEE	50-00-60-6010		326.18	
			08	OCT 2013 BROKERAGE/CONSULT FEE	51-00-60-6010		55.11	
			09	OCT 2013 BROKERAGE/CONSULT FEE	80-00-60-6010		31.43	
			10	OCT 2013 BROKERAGE/CONSULT FEE	01-00-31-3105		739.56	
						INVOICE TOTAL:	3,000.00 *	
	112013	10/28/13	01	NOV 2013 BROKERAGE/CONSULT FEE	01-02-60-6010		43.27	
			02	NOV 2013 BROKERAGE/CONSULT FEE	01-03-60-6010		125.73	
			03	NOV 2013 BROKERAGE/CONSULT FEE	01-06-60-6010		149.41	
						*** VOID---LEADER CHECK ***		
128705	COR2800	CORPORATE BENEFITS CONSULTANTS						
			04	NOV 2013 BROKERAGE/CONSULT FEE	01-07-60-6010		764.13	

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128705	COR2800	CORPORATE BENEFITS CONSULTANTS						
	112013	10/28/13	05	NOV 2013 BROKERAGE/CONSULT FEE	01-09-60-6010		518.84	
			06	NOV 2013 BROKERAGE/CONSULT FEE	01-11-60-6010		255.54	
			07	NOV 2013 BROKERAGE/CONSULT FEE	50-00-60-6010		326.18	
			08	NOV 2013 BROKERAGE/CONSULT FEE	51-00-60-6010		55.11	
			09	NOV 2013 BROKERAGE/CONSULT FEE	80-00-60-6010		31.43	
			10	NOV 2013 BROKERAGE/CONSULT FEE	01-00-31-3105		730.36	
				INVOICE TOTAL:			3,000.00 *	
	122013	12/01/13	01	DEC 2013 BROKERAGE/CONSULT FEE	01-02-60-6010		43.27	
			02	DEC 2013 BROKERAGE/CONSULT FEE	01-03-60-6010		125.73	
			03	DEC 2013 BROKERAGE/CONSULT FEE	01-06-60-6010		149.41	
			04	DEC 2013 BROKERAGE/CONSULT FEE	01-07-60-6010		761.46	
			05	DEC 2013 BROKERAGE/CONSULT FEE	01-09-60-6010		518.84	
			06	DEC 2013 BROKERAGE/CONSULT FEE	01-11-60-6010		255.54	
				*** VOID---LEADER CHECK ***				
128706	COR2800	CORPORATE BENEFITS CONSULTANTS						
			07	DEC 2013 BROKERAGE/CONSULT FEE	50-00-60-6010		326.18	
			08	DEC 2013 BROKERAGE/CONSULT FEE	51-00-60-6010		55.11	
			09	DEC 2013 BROKERAGE/CONSULT FEE	80-00-60-6010		31.43	
			10	DEC 2013 BROKERAGE/CONSULT FEE	01-00-31-3105		733.03	
				INVOICE TOTAL:			3,000.00 *	
				CHECK TOTAL:			9,000.00	
128707	DIG9423	DIGITAL BUSINESS TECHNOLOGIES						
	8417	01/01/14	01	COPIER LEASE PAYMENT	01-11-61-6100		168.00	
			02	COPIER LEASE PAYMENT	50-00-61-6100		22.50	
			03	COPIER LEASE PAYMENT	80-00-61-6100		29.00	
				INVOICE TOTAL:			219.50 *	
	8468	01/03/14	01	B&W;COLOR COPY CHARGES	01-11-61-6100		32.00	

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128707	DIG9423	DIGITAL BUSINESS TECHNOLOGIES						
	8468	01/03/14	02	B&W;COLOR COPY CHARGES	01-11-66-6605		23.28	
			03	B&W;COLOR COPY CHARGES	80-00-66-6605		42.70	
			04	B&W;COLOR COPY CHARGES	50-00-66-6605		46.61	
				INVOICE TOTAL:			144.59 *	
				CHECK TOTAL:			364.09	
128708	DMJ603	D M J AUTOMOTIVE						
	1706	01/16/14	01	REPAIR HEADLIGHT WIRING/CO1114	01-09-62-6220		189.00	
				INVOICE TOTAL:			189.00 *	
				CHECK TOTAL:			189.00	
128709	ESS941	ESSENTIAL EQUIPMENT SOLUTIONS						
	2346	01/08/14	01	SENSIT LEL SENSORS/PD METERS	01-09-62-6220		93.36	
				INVOICE TOTAL:			93.36 *	
				CHECK TOTAL:			93.36	
128710	FAL5	FALON & KENNEY						
	19628	01/09/14	01	DEC 2013 PROSECUTING SVCS	01-04-62-6233		1,080.00	
			02	DEC 2013 PROSECUTING SVCS	51-00-62-6230		120.00	
				INVOICE TOTAL:			1,200.00 *	
	19629	01/09/14	01	CODE VIOL RE:MCCAREY TRUST	01-04-62-6234		499.50	
				INVOICE TOTAL:			499.50 *	
	19630	01/09/14	01	TAX RATE OBJ MEETING	01-04-62-6234		229.50	
				INVOICE TOTAL:			229.50 *	
	19633	01/09/14	01	CODE VIOL@50 S LG RD	01-04-62-6234		67.50	
				INVOICE TOTAL:			67.50 *	

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128710	FAL5	FALOON & KENNEY						
	19634	01/09/14	01	CODE VIOL@20 N SPRING	01-04-62-6234		162.00	
						INVOICE TOTAL:	162.00 *	
	19635	01/09/14	01	CODE VIOL@124 S LG RD	01-04-62-6234		108.00	
						INVOICE TOTAL:	108.00 *	
	19636	01/09/14	01	CODE VIOL@46 N MADISON	01-04-62-6234		229.50	
						INVOICE TOTAL:	229.50 *	
		*** VOID---LEADER CHECK ***						
128711	FAL5	FALOON & KENNEY						
	19637	01/09/14	01	CODE VIOL@8 W BURLINGTON	01-04-62-6234		1,242.00	
						INVOICE TOTAL:	1,242.00 *	
	19638	01/09/14	01	CODE VIOL@ 219 HAYES	01-04-62-6234		351.00	
						INVOICE TOTAL:	351.00 *	
	19639	01/09/14	01	CODE VIOL@103 BRAINARD	01-04-62-6234		324.00	
						INVOICE TOTAL:	324.00 *	
	19640	01/09/14	01	CODE VIOL@150 EAST AVE	01-04-62-6234		310.50	
						INVOICE TOTAL:	310.50 *	
	19641	01/09/14	01	TAX RATE OBJ- COURT	01-04-62-6234		297.00	
						INVOICE TOTAL:	297.00 *	
						CHECK TOTAL:	5,020.50	
128712	FBI5	FBI-LEEDA						
	8709-14	01/09/14	01	ANNUAL DUES/A PETERS	01-07-60-6020		50.00	
						INVOICE TOTAL:	50.00 *	
						CHECK TOTAL:	50.00	

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT	
128713	FIR/ADM	FIRST NATIONAL BANK/LA GRANGE						
	140120	01/20/14	01	FUSER/HP PRINTER 3600N	01-03-62-6220		319.25	
						INVOICE TOTAL:	319.25 *	
						CHECK TOTAL:	319.25	
128714	FIR/DPW	FIRST NATL BANK OF LA GRANGE						
	110-1322438-0337009	01/16/14	01	LIGHT BULBS/CAN FIXTURES	01-10-61-6100		141.81	
						INVOICE TOTAL:	141.81 *	
						CHECK TOTAL:	141.81	
128715	FIR/FD	FIRST NATIONAL BANK/LA GRANGE						
	17808	01/08/14	01	CO & SMOKE DETECTORS	01-09-61-6100		115.88	
						INVOICE TOTAL:	115.88 *	
	22205904	01/18/14	01	LOCKING GUN CASES FOR AMBULANC	01-09-62-6253		55.62	
						INVOICE TOTAL:	55.62 *	
	931644	01/20/14	01	LEG PRESS/SQUAT EXERCISE MACHI	22-00-66-6600		990.00	
						INVOICE TOTAL:	990.00 *	
						CHECK TOTAL:	1,161.50	
128716	FIR245	FIREGROUND SUPPLY INC						
	11886	01/07/14	01	BUNKER BOOTS/VAN EVERY	01-09-60-6021		299.00	
						INVOICE TOTAL:	299.00 *	
						CHECK TOTAL:	299.00	
128717	FLE649	FLEET SAFETY SUPPLY						
	59416	01/15/14	01	REPL BATTERIES /FD HAND LIGHTS	01-09-62-6220		130.58	
						INVOICE TOTAL:	130.58 *	
						CHECK TOTAL:	130.58	

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128718	FOS700	FOSTER COACH SALES, INC					
	7668	01/08/14	01	2 REPL SWITCHES/CO1114	01-09-62-6220		45.97
						INVOICE TOTAL:	45.97 *
						CHECK TOTAL:	45.97
128719	FUL5550	FULLER'S CAR WASH					
	13/12	01/01/14	01	DEC SQUAD WASHES	01-07-62-6220		11.95
						INVOICE TOTAL:	11.95 *
						CHECK TOTAL:	11.95
128720	GAL2429	GALLS					
	1441563	01/06/14	01	BELT;BOOTS;BATON;ETC/PACANA	01-07-60-6021		440.94
						INVOICE TOTAL:	440.94 *
						CHECK TOTAL:	440.94
128721	GEN5228	GENCAR INC					
	077676	12/13/13	01	3 MITE CLOTHS 9X11/SHOP	01-11-62-6220		25.83
						INVOICE TOTAL:	25.83 *
						CHECK TOTAL:	25.83
128722	GER300	GERBER COLLISION & GLASS					
	140303058	01/09/14	01	RADIATOR SUPPORT;ETC/#510	51-00-62-6220		185.00
						INVOICE TOTAL:	185.00 *
						CHECK TOTAL:	185.00
128723	GILLINGH	RYAN GILLINGHAM					

INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128723	GILLINGH	RYAN GILLINGHAM					
	131223	12/23/13	01	LIFE INSURANCE	01-11-60-6010		350.00
						INVOICE TOTAL:	350.00 *
						CHECK TOTAL:	350.00
		*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***					
128724	HDS9103	HD SUPPLY WATERWORKS					
	891609	12/27/13	01	12 TOUCH PADS;8 IPERLS	50-00-66-6692		1,116.00
						INVOICE TOTAL:	1,116.00 *
						CHECK TOTAL:	1,116.00
128725	HEA1615	HEALTH ENDEAVORS, SC					
	3549	01/17/14	01	19 ANNUAL FD PHYSICAL EXAMS	01-09-60-6010		8,080.00
						INVOICE TOTAL:	8,080.00 *
						CHECK TOTAL:	8,080.00
128726	HEU2315	HEUER & ASSOCIATES					
	13-209	12/30/13	01	SURVEY REV@124 S LG RD	01-00-35-3511		114.85
						INVOICE TOTAL:	114.85 *
	13-210	12/30/13	01	PLAN REV@75 N PARK	01-00-35-3511		835.08
						INVOICE TOTAL:	835.08 *
	14-002	01/13/14	01	PLAN REV@110 BASSFORD	01-00-35-3511		693.94
						INVOICE TOTAL:	693.94 *
	14-003	01/15/14	01	PLAN REV@314 S PECK	01-00-35-3511		260.83
						INVOICE TOTAL:	260.83 *
						CHECK TOTAL:	1,904.70

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INVOICES DUE ON/BEFORE 01/27/2014

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128727	HIN22 131231	HINSDALE HUMANE SOCIETY 12/31/13	01	AUG-DEC 2013 STRAYS	01-07-62-6240		270.00 INVOICE TOTAL: 270.00 *
					CHECK TOTAL:		270.00
128728	HIN6605 2478819-011014	HINCKLEY SPRINGS 01/10/14	01	3 BTLS. DRINKING WATER;CUPS	01-03-61-6100		45.29 INVOICE TOTAL: 45.29 *
					CHECK TOTAL:		45.29
128729	HOR60 164896	HORTON'S OF LA GRANGE 01/08/14	01	6' CHAIN;12 KEY RINGS/KNOX BOX	01-09-61-6100		62.22 INVOICE TOTAL: 62.22 *
					CHECK TOTAL:		62.22
128730	HOU6200 200618306	THE ROY HOUFF COMPANY 12/05/13	01	10-50' LENGHTS ROPING/XMAS	01-10-62-6222		240.00 INVOICE TOTAL: 240.00 *
					CHECK TOTAL:		240.00
128731	ILD1928 131215	ILLINOIS DEPT OF AGRICULTURE 12/15/13	01	2014 OPERATOR LIC RENEWALS	01-11-60-6020		30.00 INVOICE TOTAL: 30.00 *
					CHECK TOTAL:		30.00
128732	ISAWWA	ILLINOIS SECTION AWWA					

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128732	ISAWWA 200008842	ILLINOIS SECTION AWWA 01/06/14	01	TRAINING CLASSES/MB;GC	50-00-60-6020		80.00 INVOICE TOTAL: 80.00 *
					CHECK TOTAL:		80.00
128733	KB106 13/10-01	KB LAWN & MULCH 10/31/13	01	MOW GRASS/315 FRANKLIN	01-06-62-6230		65.00 INVOICE TOTAL: 65.00 *
					CHECK TOTAL:		65.00
							65.00 INVOICE TOTAL: 65.00 *
					CHECK TOTAL:		130.00
128734	KUS4118 492252	KUSTOM SIGNALS, INC 01/07/14	01	RADAR CHARGER STANDARD	01-07-62-6220		122.00 INVOICE TOTAL: 122.00 *
					CHECK TOTAL:		122.00
128735	LAD524 11194	LADWIG BUSINESS FORMS INC 01/10/14	01	BUS. CARDS/4 OFCS	01-07-61-6101		249.00
			02	ALARM CARDS	01-07-61-6101		100.00
			03	5000 WINDOW ENVELOPES	51-00-61-6101		261.24
					INVOICE TOTAL:		610.24 *
					CHECK TOTAL:		610.24
128736	LGL5546 08734	LA GRANGE LOCK & SAFE 12/12/13	01	REP LOCKS PARKING DECK	51-00-62-6280		94.00 INVOICE TOTAL: 94.00 *
					CHECK TOTAL:		94.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128737	MABDIV 140102	MABAS DIVISION 10 01/02/14	01	2014 ANNUAL DUES	01-09-62-6252		4,750.00 INVOICE TOTAL: 4,750.00 *
							CHECK TOTAL: 4,750.00
*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***							
128738	MANGOT 140120	MARGARET MANGOT 01/20/14	01	REFUND METER;TAP FEE/323 FRNKL	50-00-52-5201		1,242.00 INVOICE TOTAL: 1,242.00 *
							CHECK TOTAL: 1,242.00
*** THIS CHECK IS EITHER MISSING VENDOR NAME OR ADDRESS INFO.***							
128739	MES124 00481619	MES - ILLINOIS 01/08/14	01	42 50' FIRE HOSES	01-09-66-6600		5,040.00 INVOICE TOTAL: 5,040.00 *
							CHECK TOTAL: 5,040.00
128740	MID1 3578	MIDWEST ORTHOPAEDICS 01/02/14	01	RETURN TO WORK EXAM/KALLAL	01-09-60-6010		105.00 INVOICE TOTAL: 105.00 *
							CHECK TOTAL: 105.00
128741	MOH7340 175673	MOHR OIL CO 12/18/13	01	1310 GALS ETHANOL	01-00-17-1701		3,568.06 INVOICE TOTAL: 3,568.06 *
	175674	12/18/13	01	700 GALS ULS ON-ROAD DIESEL	01-00-17-1701		2,267.23 INVOICE TOTAL: 2,267.23 *

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128741	MOH7340 175687	MOHR OIL CO 12/30/13	01	600 GALS ON-ROAD DIESEL	01-00-17-1701		2,063.36 INVOICE TOTAL: 2,063.36 *
							CHECK TOTAL: 7,898.65
128742	NEX4181 6655125518-143	NEXTEL COMMUNICATIONS 01/12/14	01	DEC CELL SERVICE	01-09-62-6210		125.55 INVOICE TOTAL: 125.55 *
							CHECK TOTAL: 125.55
128743	NOV9515 131112	NOVY'S WINDOWS-DOORS-SIDING 11/12/13	01	FASCIA REPAIR	01-10-62-6220		460.00 INVOICE TOTAL: 460.00 *
							CHECK TOTAL: 460.00
128744	OHE1070 1400523	RAY O'HERRON CO., INC 01/07/14	01	VEST;CARRIER/IRIZARRY	01-07-60-6021		723.89 INVOICE TOTAL: 723.89 *
	1400854	01/08/14	01	WINDOW BARS;PRISONER SEATS	60-00-66-6614		3,660.00 INVOICE TOTAL: 3,660.00 *
							CHECK TOTAL: 4,383.89
128745	PAY1080 121468-496718	PAYFLEX SYSTEMS USA, INC 01/12/14	01	JAN 2014 FLEX SPENDING	01-19-68-6890		128.70
			02	2014 FLEX SPEND RENEWAL FEE	01-19-68-6890		500.00
							INVOICE TOTAL: 628.70 *
							CHECK TOTAL: 628.70

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128746	RUS6510	RUSSO POWER EQUIPMENT					
	1833346	12/30/13	01	REACHER;SUCTION CUP;PUSHER	01-10-62-6222		130.49
						INVOICE TOTAL:	130.49 *
						CHECK TOTAL:	130.49
128747	SAM5309	SAM'S CLUB					
	6384092	01/08/14	01	MISC FD SUPPLIES	01-09-61-6100		90.11
						INVOICE TOTAL:	90.11 *
						CHECK TOTAL:	90.11
128748	SHA250	SHAW MEDIA					
	131231	12/31/13	01	HOLIDAY WALK;SHOP LG ADS	01-06-62-6239		2,983.94
						INVOICE TOTAL:	2,983.94 *
	885367EREC	01/02/14	01	EMPL AD/GUI	50-00-60-6020		541.30
						INVOICE TOTAL:	541.30 *
						CHECK TOTAL:	3,525.24
128749	STA8368	STAPLES ADVANTAGE					
	8028245588	01/04/14	01	MISC OFFICE SUPPLIES	01-02-61-6100		37.72
			02	MISC OFFICE SUPPLIES	01-03-61-6100		18.86
			03	MISC OFFICE SUPPLIES	01-06-61-6100		18.86
						INVOICE TOTAL:	75.44 *
						CHECK TOTAL:	75.44
128750	SUB1101	SUBURBAN LIFE PUBLICATIONS					
	115192-2014	01/14/14	01	1 YR SUB LIFE SUBSCRIPTION	01-02-60-6020		38.00
						INVOICE TOTAL:	38.00 *
						CHECK TOTAL:	38.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128751	SUN8247	SUN-TIMES MEDIA					
	692537-1205	12/31/13	01	HOLIDAY WALK;SHOP LG ADS	01-06-62-6239		405.00
						INVOICE TOTAL:	405.00 *
						CHECK TOTAL:	405.00
128752	THI4170	DAN THIESSE					
	140110	01/10/14	01	10 PLUMBING INSPECTIONS	01-06-62-6229		355.00
						INVOICE TOTAL:	355.00 *
	140120	01/20/14	01	4 PLUMBING INSPECTIONS	01-06-62-6229		142.00
						INVOICE TOTAL:	142.00 *
						CHECK TOTAL:	497.00
128753	THI4200	THIRD MILLENNIUM ASOC., INC					
	16463	12/31/13	01	DEC PRINT/MAIL WATER BILLS	50-00-62-6230		864.06
						INVOICE TOTAL:	864.06 *
						CHECK TOTAL:	864.06
128754	THO1302	THOMPSON ELEVATOR					
	14-0114	01/13/14	01	26 SEMI-ANNUAL INSPECTS	01-06-62-6234		1,118.00
						INVOICE TOTAL:	1,118.00 *
						CHECK TOTAL:	1,118.00
128755	TRA2155	TRANSACTION WAREHOUSE, INC					
	2014-1023	01/01/14	01	DEC I-WEB TRANSACTION FEES	50-00-58-5899		45.00
						INVOICE TOTAL:	45.00 *
						CHECK TOTAL:	45.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	PROJECT CODE	ITEM AMT
128756	VER1431	DEREK T VERSTEEGAN					
	140120	01/14/14	01	MTC/PROPERTY MGMT TOOL	01-06-62-6230		450.00
						INVOICE TOTAL:	450.00 *
						CHECK TOTAL:	450.00
128757	VER2550	VERIZON WIRELESS					
	9717824702	01/04/14	01	DEC SERVICE	01-07-62-6210		400.18
						INVOICE TOTAL:	400.18 *
						CHECK TOTAL:	400.18
128758	WED141	WEDNESDAY JOURNAL, INC					
	131231	12/31/13	01	HOLIDAY WALK;SHOP LG ADS	01-06-62-6239		525.00
						INVOICE TOTAL:	525.00 *
						CHECK TOTAL:	525.00
128759	WES111	WEST SUBURBAN LIVING MAGAZINE					
	10397	01/02/14	01	LGBA RESTAURANT WEEK ADS	01-06-62-6239		600.00
						INVOICE TOTAL:	600.00 *
						CHECK TOTAL:	600.00
128760	ZIE2001	ZIEBELL WATER SERVICE PROD.INC					
	223283	12/20/13	01	7' SHUT OFF KEY	50-00-62-6220		89.00
						INVOICE TOTAL:	89.00 *
						CHECK TOTAL:	89.00
						TOTAL AMOUNT PAID:	113,742.91

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ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
GENERAL FUND							
01	01-00-17-1701	PREPAID DIESEL FUEL	MOH7340	175673	1310 GALS ETHANOL	3,568.06	
02	01-00-17-1701	PREPAID DIESEL FUEL	MOH7340	175674	700 GALS ULS ON-ROAD DIESEL	2,267.23	
03	01-00-17-1701	PREPAID DIESEL FUEL	MOH7340	175687	600 GALS ON-ROAD DIESEL	2,063.36	
04	01-00-31-3105	P/R-HOSPITALIZATION-EMPLOYEE	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	739.56	
05	01-00-31-3105	P/R-HOSPITALIZATION-EMPLOYEE	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	730.36	
06	01-00-31-3105	P/R-HOSPITALIZATION-EMPLOYEE	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	733.03	
07	01-00-34-3401	REFUSE STICKERS	ALL9001	0551-010622668	500 REFUSE STICKERS	2,200.00	
08	01-00-35-3511	PROFESSIONAL SVCS - REIMB.	HEU2315	13-209	SURVEY REV@124 S LG RD	114.85	
09	01-00-35-3511	PROFESSIONAL SVCS - REIMB.	HEU2315	13-210	PLAN REV@75 N PARK	835.08	
10	01-00-35-3511	PROFESSIONAL SVCS - REIMB.	HEU2315	14-002	PLAN REV@110 BASSFORD	693.94	
11	01-00-35-3511	PROFESSIONAL SVCS - REIMB.	HEU2315	14-003	PLAN REV@314 S PECK	260.83	
12	01-00-58-5866	AMBULANCE TRANSPORT FEES	AND3323	132459	DEC AMBULANCE COLLECTION FEE	1,536.87	
13	01-02-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	43.27	
14	01-02-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	43.27	
15	01-02-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	43.27	
16	01-02-60-6020	TRAINING & MEMBERSHIP	SUB1101	115192-2014	1 YR SUB LIFE SUBSCRIPTION	38.00	
17	01-02-61-6100	TOOLS & SUPPLIES	STA8368	8028245588	MISC OFFICE SUPPLIES	37.72	
18	01-02-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	398.11	
19	01-02-62-6220	MTCE-EQUIPMENT	AIS6428	25693	NOV IT CHARGES	23.75	
20	01-02-62-6220	MTCE-EQUIPMENT	AIS6428	26008	DEC IT CHARGES	23.75	
21	01-03-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	125.73	
22	01-03-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	125.73	
23	01-03-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	125.73	
24	01-03-61-6100	TOOLS & SUPPLIES	HIN6605	2478819-011014	3 BTLS. DRINKING WATER;CUPS	45.29	
25	01-03-61-6100	TOOLS & SUPPLIES	STA8368	8028245588	MISC OFFICE SUPPLIES	18.86	
26	01-03-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	581.19	
27	01-03-62-6220	MTCE-EQUIPMENT	AIS6428	26008	DEC IT CHARGES	190.00	
28	01-03-62-6220	MTCE-EQUIPMENT	FIR/ADM	140120	FUSER/HP PRINTER 3600N	319.25	
29	01-03-62-6230	PROFESSIONAL SERVICES	AIS6428	25693	NOV IT CHARGES	237.50	
30	01-03-66-6600	NEW EQUIPMENT	AIS6428	25949	20" MONITOR/JM	115.70	
31	01-03-66-6605	COMPUTER EQUIPMENT	AIS6428	25947	AIS BUSINESS PC/JM	899.00	
32	01-04-62-6233	LEGAL-PROSECUTOR	FAL5	19628	DEC 2013 PROSECUTING SVCS	1,080.00	
33	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19629	CODE VIOL RE:MCCAREY TRUST	499.50	
34	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19630	TAX RATE OBJ MEETING	229.50	
35	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19633	CODE VIOL@50 S LG RD	67.50	
36	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19634	CODE VIOL@20 N SPRING	162.00	
37	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19635	CODE VIOL@124 S LG RD	108.00	
38	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19636	CODE VIOL@46 N MADISON	229.50	

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ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
GENERAL FUND							
39	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19637	CODE VIOL@8 W BURLINGTON	1,242.00	
40	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19638	CODE VIOL@ 219 HAYES	351.00	
41	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19639	CODE VIOL@103 BRAINARD	324.00	
42	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19640	CODE VIOL@150 EAST AVE	310.50	
43	01-04-62-6234	LEGAL-PROSECUTOR (OTHER)	FAL5	19641	TAX RATE OBJ- COURT	297.00	
44	01-06-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	149.41	
45	01-06-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	149.41	
46	01-06-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	149.41	
47	01-06-61-6100	TOOL & SUPPLIES	STA8368	8028245588	MISC OFFICE SUPPLIES	18.86	
48	01-06-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	314.45	
49	01-06-62-6220	MTCE-EQUIPMENT	AIS6428	26008	DEC IT CHARGES	142.50	
50	01-06-62-6229	CONTRACTUAL PLUMBING INSP	TH14170	140110	10 PLUMBING INSPECTIONS	355.00	
51	01-06-62-6229	CONTRACTUAL PLUMBING INSP	TH14170	140120	4 PLUMBING INSPECTIONS	142.00	
52	01-06-62-6230	PROFESSIONAL SERVICES	AND6006	278274	JAN 2014 SERVICES	66.00	
53	01-06-62-6230	PROFESSIONAL SERVICES	KB106	13/10-01	MOW GRASS/315 FRANKLIN	65.00	
54	01-06-62-6230	PROFESSIONAL SERVICES	KB106	13/10-02	MOW GRASS @249 SAWYER	65.00	
55	01-06-62-6230	PROFESSIONAL SERVICES	VER1431	140120	MTC/PROPERTY MGMT TOOL	450.00	
56	01-06-62-6234	ELEVATOR INSPECTIONS	TH01302	14-0114	26 SEMI-ANNUAL INSPECTS	1,118.00	
57	01-06-62-6239	ECONOMIC DEVELOPMENT	SHA250	131231	HOLIDAY WALK;SHOP LG ADS	2,983.94	
58	01-06-62-6239	ECONOMIC DEVELOPMENT	SUN8247	692537-1205	HOLIDAY WALK;SHOP LG ADS	405.00	
59	01-06-62-6239	ECONOMIC DEVELOPMENT	WED141	131231	HOLIDAY WALK;SHOP LG ADS	525.00	
60	01-06-62-6239	ECONOMIC DEVELOPMENT	WES111	10397	LGBA RESTAURANT WEEK ADS	600.00	
61	01-07-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	754.93	
62	01-07-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	764.13	
63	01-07-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	761.46	
64	01-07-60-6020	TRAINING & MEMBERSHIP	FBI5	8709-14	ANNUAL DUES/A PETERS	50.00	
65	01-07-60-6021	UNIFORMS	GAL2429	1441563	BELT;BOOTS;BATON;ETC/PACANA	440.94	
66	01-07-60-6021	UNIFORMS	OHE1070	1400523	VEST;CARRIER/IRIZARRY	723.89	
67	01-07-61-6100	TOOLS & SUPPLIES	COM3002	140106	FEB CABLE	84.58	
68	01-07-61-6101	PRINTING, POSTAGE, & STATIONERY	LAD524	11194	BUS. CARDS/4 OFCS	249.00	
69	01-07-61-6101	PRINTING, POSTAGE, & STATIONERY	LAD524	11194	ALARM CARDS	100.00	
70	01-07-62-6210	TELEPHONE FEES	ATT	14/708579068701	JAN 3 LINE SYS:579-0687	154.60	
71	01-07-62-6210	TELEPHONE FEES	ATT	14/708579108501	JAN FAX LINE 579-1085	51.28	
72	01-07-62-6210	TELEPHONE FEES	ATT	14/708579139401	JAN INVEST FAX LINE 579-1394	74.48	
73	01-07-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	559.17	
74	01-07-62-6210	TELEPHONE FEES	VER2550	9717824702	DEC SERVICE	400.18	
75	01-07-62-6220	MTCE-EQUIPMENT	AIS6428	25693	NOV IT CHARGES	807.50	
76	01-07-62-6220	MTCE-EQUIPMENT	BRO9545	13/12	DEC VEHICLE WASHES	225.00	

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ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
GENERAL FUND							
77	01-07-62-6220	MTCE-EQUIPMENT	FUL5550	13/12	DEC SQUAD WASHES	11.95	
78	01-07-62-6220	MTCE-EQUIPMENT	KUS4118	492252	RADAR CHARGER STANDARD	122.00	
79	01-07-62-6240	ANIMAL CONTROL	HIN22	131231	AUG-DEC 2013 STRAYS	270.00	
80	01-09-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	518.84	
81	01-09-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	518.84	
82	01-09-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	518.84	
83	01-09-60-6010	INSURANCE-HOSPITALIZATION	HEA1615	3549	19 ANNUAL FD PHYSICAL EXAMS	8,080.00	
84	01-09-60-6010	INSURANCE-HOSPITALIZATION	MID1	3578	RETURN TO WORK EXAM/KALLAL	105.00	
85	01-09-60-6021	UNIFORMS	FIR245	11886	BUNKER BOOTS/VAN EVERY	299.00	
86	01-09-61-6100	TOOLS & SUPPLIES	FIR/FD	17808	CO & SMOKE DETECTORS	115.88	
87	01-09-61-6100	TOOLS & SUPPLIES	HOR60	164896	6' CHAIN;12 KEY RINGS/KNOX B	62.22	
88	01-09-61-6100	TOOLS & SUPPLIES	SAM5309	6384092	MISC FD SUPPLIES	90.11	
89	01-09-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	362.47	
90	01-09-62-6210	TELEPHONE FEES	ATT	14/708579974701	JAN FAX/MODEM LINE 579-9747	101.06	
91	01-09-62-6210	TELEPHONE FEES	NEX4181	6655125518-143	DEC CELL SERVICE	125.55	
92	01-09-62-6220	MTCE-EQUIPMENT	AIS6428	26008	DEC IT CHARGES	23.75	
93	01-09-62-6220	MTCE-EQUIPMENT	AM8623	270767	BATTERY/CO1182	104.75	
94	01-09-62-6220	MTCE-EQUIPMENT	AM8623	425979	REPL AUTOMOTIVE LIGHT BULBS	13.90	
95	01-09-62-6220	MTCE-EQUIPMENT	DMJ603	1706	REPAIR HEADLIGHT WIRING/CO11	189.00	
96	01-09-62-6220	MTCE-EQUIPMENT	ESS941	2346	SENSIT LEL SENSORS/FD METERS	93.36	
97	01-09-62-6220	MTCE-EQUIPMENT	FLE649	59416	REPL BATTERIES /FD HAND LIGH	130.58	
98	01-09-62-6220	MTCE-EQUIPMENT	FOS700	7668	2 REPL SWITCHES/CO1114	45.97	
99	01-09-62-6252	WEST SUB. SPECIAL OP.	MABDIV	140102	2014 ANNUAL DUES	4,750.00	
100	01-09-62-6253	EMERGENCY MED. SUPPLIES	FIR/FD	22205904	LOCKING GUN CASES FOR AMBULA	55.62	
101	01-09-66-6600	NEW EQUIPMENT	MES124	00481619	42 50' FIRE HOSES	5,040.00	
102	01-10-61-6100	TOOLS & SUPPLIES	CAS7911	053745	MISC PAPER PRODUCTS	714.20	
103	01-10-61-6100	TOOLS & SUPPLIES	FIR/DPW	110-1322438-033	LIGHT BULBS/CAN FIXTURES	141.81	
104	01-10-62-6220	MTCE-EQUIPMENT	NOV9515	131112	FASCIA REPAIR	460.00	
105	01-10-62-6221	MTCE-BUILDING	ARA2525	2078378278	MAT SERVICE	34.73	
106	01-10-62-6222	MTCE-CENTRAL BUSINESS DISTRI	HOU6200	200618306	10-50' LENGHTS ROPING/XMAS	240.00	
107	01-10-62-6222	MTCE-CENTRAL BUSINESS DISTRI	RUS6510	1833346	REACHER;SUCTION CUP;PUSHER	130.49	
108	01-11-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	255.54	
109	01-11-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	255.54	
110	01-11-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	255.54	
111	01-11-60-6010	INSURANCE-HOSPITALIZATION	GILLINGH	131223	LIFE INSURANCE	350.00	
112	01-11-60-6020	TRAINING & MEMBERSHIP	ILD1928	131215	2014 OPERATOR LIC RENEWALS	30.00	
113	01-11-60-6021	UNIFORMS	ARA2525	2078396182	1/17/*14 UNIFORM SERVICE	57.68	
114	01-11-60-6021	UNIFORMS	ARA2525	2078396182	1/17/*14 UNIFORM SERVICE	10.20	

JOURNAL DATE: 01/23/14 ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
GENERAL FUND							
115	01-11-61-6100	TOOLS & SUPPLIES	DIG9423	8417	COPIER LEASE PAYMENT	168.00	
116	01-11-61-6100	TOOLS & SUPPLIES	DIG9423	8468	B&W;COLOR COPY CHARGES	32.00	
117	01-11-61-6102	GAS & OIL	BP7088	14/01	JAN GAS/FUEL CHARGES	30.85	
118	01-11-62-6210	TELEPHONE FEES	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	125.33	
119	01-11-62-6211	ELECTRIC FEES	COM784	140108-SL	DEC STREET LIGHTS	2,220.55	
120	01-11-62-6211	ELECTRIC FEES	CON1421	13010024	DEC STREET LIGHTS	107.36	
121	01-11-62-6220	MTCE-EQUIPMENT	AIR8025	9915006562	1 CYLINDER RENTAL FOR YEAR	82.50	
122	01-11-62-6220	MTCE-EQUIPMENT	AIS6428	25693	NOV IT CHARGES	71.25	
123	01-11-62-6220	MTCE-EQUIPMENT	AM8623	410899	LECTRA-MOTIVE CLEANER	7.28	
124	01-11-62-6220	MTCE-EQUIPMENT	AM8623	410899	SILICONE SPRAY	7.34	
125	01-11-62-6220	MTCE-EQUIPMENT	AM8623	410899	ANTI-SEIZE SPRAY	14.24	
126	01-11-62-6220	MTCE-EQUIPMENT	AM8623	414364	HYDR FILTER/SMALL SKIDSTEER	27.55	
127	01-11-62-6220	MTCE-EQUIPMENT	AM8623	418854	WIPER BLADESW;WINDSH WASHER	62.14	
128	01-11-62-6220	MTCE-EQUIPMENT	AM8623	418861	30;20;15 AMP FUSES	29.25	
129	01-11-62-6220	MTCE-EQUIPMENT	AM8623	420141	CREDIT-RETURNED BEAM		29.74
130	01-11-62-6220	MTCE-EQUIPMENT	AM8623	421488	NAPA CLEAR RTV/SHOP	7.58	
131	01-11-62-6220	MTCE-EQUIPMENT	AM8623	421631	HALOGEN BULB/#12	32.98	
132	01-11-62-6220	MTCE-EQUIPMENT	CAT6298	5882973	HOSE FOR SM. BOBCAT BROOM	144.82	
133	01-11-62-6220	MTCE-EQUIPMENT	GEN5228	077676	3 MITE CLOTHS 9X11/SHOP	25.83	
134	01-11-62-6265	SNOW/ICE CONTROL	CAR8439	2901489314	4 LOADS ROAD SALT	4,672.54	
135	01-11-62-6265	SNOW/ICE CONTROL	CAR8439	2901500450	1 LOAD ROAD SALT	1,141.32	
136	01-11-62-6265	SNOW/ICE CONTROL	CAR8439	290150547	4 LOADS ROAD SALT	4,603.98	
137	01-11-62-6265	SNOW/ICE CONTROL	CAR8439	2901513810	304.51 TONS ROAD SALT	15,935.01	
138	01-11-66-6600	NEW EQUIPMENT	AIS6428	25693	CONFIGURE NVR & CAMERA	142.50	
139	01-11-66-6600	NEW EQUIPMENT	AIS6428	25880	LABOR-PW SECURITY SYS	2,470.00	
140	01-11-66-6605	COMPUTER EQUIPMENT	DIG9423	8468	B&W;COLOR COPY CHARGES	23.28	
141	01-19-62-6230	PROFESSIONAL SERVICES	AIS6428	25693	NOV IT CHG/SPAM TRNSFR/SETTI	1,330.00	
142	01-19-62-6230	PROFESSIONAL SERVICES	AIS6428	26008	IT CHG SRVR/COMCAST/BARRACUD	1,092.50	
143	01-19-62-6230	PROFESSIONAL SERVICES	COM3001	017078-14/02	FEB HIGH SPEED INTERNET/DPW	129.90	
144	01-19-62-6230	PROFESSIONAL SERVICES	COM3001	130848-14/02	FEB HIGH SPEED INTERNET/PD;F	139.85	
145	01-19-62-6230	PROFESSIONAL SERVICES	COM3001	130871-14/02	FEB HIGH SPEED INTERNET/VH	139.85	
146	01-19-68-6890	FLEXIBLE SPENDING ACCT.	PAY1080	121468-496718	JAN 2014 FLEX SPENDING	128.70	
147	01-19-68-6890	FLEXIBLE SPENDING ACCT.	PAY1080	121468-496718	2014 FLEX SPEND RENEWAL FEE	500.00	
148	01-00-00-1010	CASH-FNBLG-CHECKING			ACCOUNTS PAYABLE OFFSET		98,279.87

4-E.15

JOURNAL DATE: 01/23/14 ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
FOREIGN FIRE INSURANCE TAX FUN							
150	22-00-66-6600	NEW EQUIPMENT	FIR/FD	931644	LEG PRESS/SQUAT EXERCISE MAC	990.00	
151	22-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		1,089.14
ETSB FUND							
152	24-00-62-6210	TELEPHONE	ATT911	14/847734606001	JAN E911 LINE SVC:847 734-60	1,362.48	
153	24-00-62-6210	TELEPHONE	ATT911	14/847734606301	JAN E911 LINE SVC:847 734-60	211.22	
154	24-00-62-6220	MTCE-EQUIPMENT	AIS6428	26008	DEC IT CHARGES/PD	641.25	
155	24-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		2,214.95
WATER FUND							
156	50-00-52-5201	WATER METERS/TAPS	MANGOT	140120	REFUND METER;TAP FEE/323 FRN	1,242.00	
157	50-00-58-5899	MISCELLANEOUS REVENUE - WATE	TRA2155	2014-1023	DEC I-WEB TRANSACTION FEES	45.00	
158	50-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	326.18	
159	50-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	326.18	
160	50-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	326.18	
161	50-00-60-6020	TRAINING & MEMBERSHIP	ISAWWA	200008842	TRAINING CLASSES/MB;GC	80.00	
162	50-00-60-6020	TRAINING & MEMBERSHIP	SHA250	885367EREC	EMPL AD/GUI	541.30	
163	50-00-60-6021	UNIFORMS	ARA2525	2078396182	1/17/*14 UNIFORM SERVICE	40.80	
164	50-00-61-6100	TOOLS & SUPPLIES	DIG9423	8417	COPIER LEASE PAYMENT	22.50	
165	50-00-62-6210	TELEPHONE	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	250.66	
166	50-00-62-6220	MAINTENANCE - WATER	AIS6428	26008	DEC IT CHARGES/DPW	712.50	
167	50-00-62-6220	MAINTENANCE - WATER	ZIE2001	223283	7' SHUT OFF KEY	89.00	
168	50-00-62-6230	PROFESSIONAL SERVICES	THI4200	16463	DEC PRINT/MAIL WATER BILLS	864.06	
169	50-00-66-6605	COMPUTER EQUIPMENT	DIG9423	8468	B&W;COLOR COPY CHARGES	46.61	
170	50-00-66-6691	MAINS	AIS6428	25880	LABOR-PUMP STN SECURITY SYS	95.00	
171	50-00-66-6692	METERS	HDS9103	891609	12 TOUCH PADS;8 IPERLS	1,116.00	
172	50-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		6,123.97
PARKING FUND							
173	51-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	55.11	
174	51-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	55.11	
175	51-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	55.11	
176	51-00-61-6101	PRINTING,POSTAGE, & STATIONE	LAD524	11194	5000 WINDOW ENVELOPES	261.24	
177	51-00-62-6210	TELEPHONE	ATT	14/708579263101	JAN GAR/ELEV SEC LINE 579-26	101.03	
178	51-00-62-6211	ELECTRIC FEES	COM784	140108-SL	DEC PARKING LOT LIGHTS	821.30	

JOURNAL DATE: 01/23/14 ACCOUNTING PERIOD: 09

ITEM	ACCOUNT #	ACCOUNT DESCRIPTION	VENDOR	INVOICE	TRANSACTION DESCRIPTION	DEBIT AMT	CREDIT AMT
PARKING FUND							
179	51-00-62-6211	ELECTRIC FEES	CON1421	13010024	DEC PARKING LOT LIGHTS	39.71	
180	51-00-62-6220	MTCE-EQUIPMENT	GER300	140303058	RADIATOR SUPPORT;ETC/#510	185.00	
181	51-00-62-6230	PROFESSIONAL SERVICES	FAL5	19628	DEC 2013 PROSECUTING SVCS	120.00	
182	51-00-62-6280	MTCE. PARKING GARAGE	CLO2784	5358	FEB	295.00	
183	51-00-62-6280	MTCE. PARKING GARAGE	LGL5546	08734	REP LOCKS PARKING DECK	94.00	
184	51-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		2,082.61
EQUIPMENT REPLACEMENT FUND							
185	60-00-66-6614	EQUIP REPLACENT-POLICE	OHE1070	1400854	WINDOW BARS;PRISONER SEATS	3,660.00	
186	60-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		3,660.00
SEWER FUND							
187	80-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	102013	OCT 2013 BROKERAGE/CONSULT F	31.43	
188	80-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	112013	NOV 2013 BROKERAGE/CONSULT F	31.43	
189	80-00-60-6010	INSURANCE-HOSPITALIZATION	COR2800	122013	DEC 2013 BROKERAGE/CONSULT F	31.43	
190	80-00-61-6100	TOOLS & SUPPLIES	DIG9423	8417	COPIER LEASE PAYMENT	29.00	
191	80-00-62-6210	TELEPHONE	ATT	14/708579230001	JAN SHARE/CENTREX SYS:579-23	125.33	
192	80-00-62-6220	MTCE-EQUIPMENT	AM8623	422074	FITTING/VACTOR	1.05	
193	80-00-66-6605	COMPUTER EQUIPMENT	DIG9423	8468	B&W;COLOR COPY CHARGES	42.70	
194	80-00-20-2001	DUE T/F GENERAL FUND			ACCOUNTS PAYABLE OFFSET		292.37
INTERFUND SUMMARY							
195	01-00-20-2022	DUE T/F FOREIGN FIRE INSURAN			ACCTS PAYABLE INTERFUND OFFS	1,089.14	
196	01-00-20-2024	DUE T/F ETSB			ACCTS PAYABLE INTERFUND OFFS	2,214.95	
197	01-00-20-2050	DUE T/F WATER			ACCTS PAYABLE INTERFUND OFFS	6,123.97	
198	01-00-20-2051	DUE T/F PARKING METER			ACCTS PAYABLE INTERFUND OFFS	2,082.61	
199	01-00-20-2060	DUE T/F EQUIPMENT REPLACEMEN			ACCTS PAYABLE INTERFUND OFFS	3,660.00	
200	01-00-20-2080	DUE T/F SEWER			ACCTS PAYABLE INTERFUND OFFS	292.37	
201	01-00-00-1010	CASH-FNBLG-CHECKING			ACCTS PAYABLE INTERFUND OFFS		15,463.04
TOTALS:						129,235.69	129,235.69

4-E.16

**CURRENT BUSINESS**

VILLAGE OF LA GRANGE  
Community Development Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees, and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
Patrick D. Benjamin, Community Development Director  
Angela M. Mesaros, Assistant Director, Community Development

DATE: January 27, 2014

RE: **ORDINANCE - VARIATION - MAXIMUM BUILDING COVERAGE,  
415 SOUTH PARK ROAD**

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Petitioner Kevin McKenna, the owner of the property at 415 South Park Road, has applied for a variation from the maximum building coverage standard in the R-3 Residential District. The petitioner desires to build a two-car detached garage to replace a smaller two-car detached garage that was demolished several years ago due to its dilapidated condition.

The petitioner's property is 50 ft. wide and 150 ft. deep, which is one of the typical sizes for lots in the R-3 District. The maximum allowable building coverage in the R-3 District is 30%, which on this property is 2,250 square feet. The existing house is at the maximum building coverage. That maximum was reached in 2003 when the petitioner built an open porch onto the front of the house. The petitioner was granted a variation from the minimum required front yard in order to build the front porch.

The petitioner initially applied for a variation large enough to allow a 22 ft. by 24 ft. detached garage totaling 528 square feet in area, which would have increased building coverage on the lot to 2,406 square feet. The new garage would be located in approximately the same place as the demolished garage, which had been built in 1930. The previous garage measured 19.75 ft. by 18 ft.

The Zoning Board of Appeals conducted a public hearing to consider the petitioner's application on December 19, 2013. After hearing from the petitioner and the public, the Commissioners questioned whether the requested variation was greater than necessary to relieve the particular hardship presented by the petitioner. The petitioner agreed to reduce the variation request to accommodate a 20 ft. by 20 ft. (400 square feet) detached garage, which would increase the building coverage on the subject property to 2,278, 1.2% above the maximum allowable building coverage. The Zoning Code authorizes variations of the maximum building coverage by no more than 20%, and the requested variation is well within the Zoning Code limit.

During their deliberation, the Commissioners determined that the petitioner's property did not have a unique physical condition, that the hardship claimed by the petitioner was in part self-created by construction of the front porch, and that the petitioner's initial request for a variation to allow a 22 ft. by 24 ft. garage would be a special privilege. The Commissioners recognized, however, that the inability to build a standard two-car detached garage on a 50' by 150' lot may be considered a hardship. Therefore, the Zoning Board members determined that the amended request for a variation to allow a garage up to the standard 20' by 20' garage would be acceptable.

Some Commissioners noted, however, that because the need for a variation arose in part because of construction of the front porch, the Village Board should consider granting the variation subject to the condition that the front porch not be enclosed in the future. In the past, the Village sometimes has required that a porch remain open for a variation request from maximum building coverage.

A motion to recommend that the Village Board grant the smaller variation request with the condition that the existing front porch remain open passed by a vote of 6 ayes and 1 nay. (See attached Findings of Fact.)

During its discussion of the petitioner's application, the Village Board might consider whether it is useful to add the front porch condition. Some of the factors to consider are (1) the proposed garage does not create additional living space on the property but instead only allows replacement of a dilapidated garage, (2) the front porch has been in place for approximately 10 years, (3) the front porch did require a front yard variation but did not require a building coverage variation, and (4) a future enclosure of the porch will not further increase building coverage on the property.

Staff has prepared the attached ordinance authorizing the variation for your consideration. If the Village determines not to impose the front porch condition, then Subsection 2C and Phrase 3(a) of the ordinance would be deleted.

VILLAGE OF LA GRANGE

ORDINANCE NO. O-14-\_\_\_\_\_

AN ORDINANCE GRANTING A ZONING VARIATION  
FOR CONSTRUCTION OF A DETACHED GARAGE  
AT 415 SOUTH PARK ROAD

WHEREAS, the owner of the single family detached house (the “*Existing House*”) on property commonly known as 415 South Park Road, La Grange and legally described as follows:

Lot 23 in Block 3 in Park Road Addition to La Grange, a Subdivision of the East 583 Feet of the East Half of the Southeast Quarter (Except the East 330 Feet of the North 635 Feet Thereof) of Section 5, Township 38 North, Range 12 East of the Third Principal Meridian, Cook County, Illinois

(the “*Property*”) has applied for variation from Paragraph 3-110E1 (maximum building coverage) of the La Grange Zoning Code to authorize construction of a two-car detached garage (the “*Proposed Garage*”); and

WHEREAS, the La Grange Zoning Board of Appeals conducted a public hearing to consider the application on December 19, 2013, pursuant to proper public notice; and

WHEREAS, during the public hearing the petitioner amended his application to reduce the scope of the request variation to the size that would authorize construction only of a garage measuring not more than 20 feet deep by 20 feet wide; and

WHEREAS, at the conclusion of the public hearing and deliberation on the application, the Zoning Board of Appeals recommended in its Findings and Recommendation dated December 19, 2013, that the Board of Trustees grant the amended request for a variation; and

WHEREAS, the petitioner has requested the flexibility to build the garage with dimensions slightly different from 20 feet by 20 feet, for convenience of access, so long as the garage does not exceed 400 square feet in total area; and

WHEREAS, the President and Board of Trustees have reviewed the record of the public hearing and the Findings and Recommendation of the Zoning Board of Appeals and have determined that the application as amended during the public hearing satisfies the standards set forth in the La Grange Zoning Code for the grant of a variation;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of La Grange, Cook County and State of Illinois, as follows:

Section 1.     Recitals. The foregoing recitals are incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Grant of Variation. The Board of Trustees, pursuant to the authority granted to it by the laws of the State of Illinois and the La Grange Zoning Code, hereby grants to the Owner variations from the maximum building coverage standard of Paragraph 3-110E1 of the La Grange Zoning Code to authorize construction of the Proposed Garage, subject to all of the following conditions:

- A. The variation is granted only to authorize construction of a detached garage totaling not more than 400 square feet in total area. Prior to issuance by the Village of any building permit for a garage on the Property, the owner must submit final plans and specifications for the garage for Village review and approval, which plans must depict a garage not larger in area than 400 square feet. The plans and specifications must comply with existing Village codes and regulations and must be approved by the Village's Director of Community Development (the "Approved Plans").
- B. If any part of the Proposed Garage is constructed in violation of the Approved Plans or any other term or condition of this Ordinance, then the Village may order that construction to be demolished and may rescind the approval granted by this Ordinance.
- C. The front porch of the house on the Existing House, which has an open design, may never be enclosed with walls, screens, or any other obstructions. The owners of the Property must sign a covenant to this effect in a form satisfactory to the Village prior to both the effectiveness of this Ordinance and the issuance of any building permit for the Proposed Garage, and that covenant must be recorded against the Property.

Section 3. Effective Date. This Ordinance will be in full force and effect after (a) its passage, approval, and publication in pamphlet form as provided by law, (b) approval by the Village's Director of Community Development of conforming plans for the Proposed Improvements as required by Subsection 2A of this Ordinance, and (c) execution by the owners of the Property and recording of the covenant required by Subsection 2C of this Ordinance.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2014

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2014

\_\_\_\_\_  
Thomas E. Livingston, Village President

ATTEST:

\_\_\_\_\_  
John Burns, Village Clerk

EXHIBIT A  
APPROVED DESIGN

5-A.4



**FINDINGS OF FACT**

ZONING BOARD OF APPEALS  
OF THE  
VILLAGE OF LA GRANGE

December 19, 2013

President Liyngston and  
Board of Trustees

RE: **ZONING CASE #601 - VARIATION – 415 S. PARK ROAD, PARAGRAPH 3-110E1 (MAXIMUM BUILDING COVERAGE) TO AUTHORIZE THE CONSTRUCTION OF A DETACHED GARAGE WITHIN THE R-3 SINGLE FAMILY RESIDENTIAL DISTRICT, KEVIN MC KENNA.**

The Zoning Board of Appeals transmits for your consideration its recommendations for a request of zoning variation necessary to construct a detached garage at the property at 415 S. Park Road.

**I. THE SUBJECT PROPERTY:**

The subject property in question is a residential lot, 50 feet wide with a depth of 150 feet. ✓

**II. CHARACTERISTICS OF THE SURROUNDING AREA:**

The subject property is located in the R-3 Single Family Residential District.

**III. VARIATIONS SOUGHT:**

The applicants seek variations from Paragraph 3-110E1 (Maximum Building Coverage) of the Village of La Grange Zoning Code. The applicants wish to exceed the allowable building coverage by 7%. SubParagraph 14-303E1(c) (Authorized Variations) allows the increase of maximum allowable building coverage by no more than 20% and SubParagraph 14-303E1 (a) (Authorized Variations) allows the reduction of any required yard. The requested variation falls within the authorized limits of the Zoning Code.

**IV. THE PUBLIC HEARING:**

After due notice, as is required by law, (including legal publication, posting at the subject property and courtesy notices to owners within 250 feet of the subject property) the Zoning Board of Appeals held a public hearing on the proposed variation in the La Grange Village Hall Auditorium on December 19, 2013. Present were Commissioners Ian Brenson, Michael Finder, Jeff Hoffenberg, Rose Naseef, Peter O'Connor, David Schwartz and Chairperson Ellen Brewin presiding. Also present was Trustee Liaison Bill Holder and Assistant Community Development Director Angela Mesaros. Testimony was given under oath by the applicant. No objectors appeared at the hearing. No written objections have been filed to the proposed variation.

Chairperson Brewin swore in Kevin McKenna, owner of the property at 415 S. Park Road,

who presented the application and answered questions from the Commissioners:

- Mr. McKenna lives at this property with his wife and four children. His property currently meets the 30% maximum building coverage. He proposes to construct a 24 foot wide by 22 foot deep detached garage. Construction of even the smallest two-car garage would exceed the 30% maximum building coverage.
- Mr. McKenna feels that there is a need for a larger than average two-car garage (20 feet by 20 feet), because his house is old and does not have a lot of storage. He has a large family and he would like to build a larger garage for extra storage.
- Mr. McKenna has been working with the Village to put in a drain in his rear yard and grant easements to the neighbors.
- One of the reasons that his current property currently meets the maximum building coverage is that Mr. McKenna received a variation ten years ago for a front porch.
- The petitioner had to demolish the previous detached garage partly due to flooding issues and damage.
- Mr. McKenna proposes the garage will be five feet from the property lines, which exceeds the requirement of three feet.
- Lot coverage (maximum impervious surface coverage) would be sufficient for this garage, building coverage would be the only variation required.

Chairperson Brewin solicited questions from the Commissioners:

- Commissioner Hoffenberg asked about the size of the previous garage. Answer: Roughly 19.75 feet by 18 feet.
- Commissioner Schwartz asked if the previous detached garage was demolished after the front porch was constructed. Answer: Yes. Commissioner Schwartz further questioned whether Mr. McKenna realized that the size of the porch would make it impossible to build a larger garage in the future. Answer: Yes.
- Commissioner Brenson asked if this was indeed self-created. Answer: Mr. McKenna stated yes, it was. Commissioner Brenson further asked about the unique physical condition of this lot. Answer: This lot is typical of lots in the area and fairly standard.
- Commissioner Schwartz asked if a smaller garage would accommodate two vehicles.

Answer: Mr. McKenna stated that yes, 22 feet by 22 feet would be sufficient, however, his household would like extra storage space in the garage. Therefore they are asking for a 22 feet by 24 feet garage.

- Commissioner Hoffenberg asked if the petitioner could utilize the upper level of the garage for storage. Answer: Yes, however, it is difficult to store bikes and garbage cans, etc. on the second level.
- Chairperson Brewin asked whether the petitioner needs or wants the proposed size garage. Mr. McKenna stated he would prefer 22 feet by 22 feet at a minimum. The property directly behind has a 22 by 26 garage, other neighbors in the area have 22 feet by 22 feet detached garages. Mr. McKenna also stated that this garage would be set back five feet off the property line larger than the requirement.
- Commissioner Finder asked if the original house had a front porch the same size as the porch constructed in 2003. Answer: Mr. McKenna is not sure; however, he does know that the house at the time had a portico. Commissioner Finder further asked if in 2003 when the front porch was constructed the allowable maximum building coverage in the Zoning Code was 30%. Answer: Yes.
- Commissioner Naseef asked if a shed would be permitted for storage. Ms. Mesaros stated that no, because it is also considered part of building coverage.
- Commissioner O'Connor asked if there were any bonuses permitted for a front porch for building coverage requirements. Ms. Mesaros stated no. The coverage allowances are only in place for lot coverage and not open coverage.

Chairperson Brewin solicited questions and comments from the Audience

- Dennis Moran, 409 S. Park Road, directly north of Mr. McKenna, stated that he has in the last twenty to twenty-five years seen the neighborhood transition. He has no problem with the proposed larger detached garage. He believes that people do have a need for storage in garages such as lawn mower and snow blower. He also believes that the drain will help tremendously. Chairperson Brewin stated that the drain is not relevant to this variation.
- Tom Wolcott, 408 S. Brainard, stated that he is directly behind Mr. McKenna and he would support the larger garage. He personally has a smaller garage and it is difficult to find storage space.
- Neal Setchell, 437 S. Park Road, stated that he has lived in the area for 34 years and saw the original porch fall off of the McKenna house. He believes that the new porch was a great addition to the community and that the Petitioner should be able to construct a

larger garage. The 400 block of Park Road has a larger parkway with more green space, which makes the area unique.

*Under the provisions of the Zoning Ordinance, no variation shall be granted unless the applicant establishes that carrying out the strict letter of the provisions of this code would create a particular hardship or practical difficulty. Such a showing shall require proof that the variation sought satisfies certain conditions. The following facts were found to be evident:*

1. Unique Physical Condition:

This zoning lot is typical of most single lots in the R-3 Single Family Residential District between Gilbert and Brainard Avenue, from 48<sup>th</sup> Street, north to Cossitt Avenue. This lot measures 50 feet in width by 150 feet deep.

2. Not Self-Created:

The house and garage were constructed in approximately 1930. The petitioner purchased the property in 2003 and were granted a variation from the required front yard in order to construct an open front porch that contributes to the maximum allowable building coverage. According to the petitioner, the front porch has granular drainable material underneath and therefore does not contribute to total imperious lot coverage. The previous garage was demolished by the petitioners due to flooding damage.

3. Denied Substantial Rights:

A two-car garage is a right enjoyed by many residents in La Grange for automobiles and storage. The petitioner wishes to enjoy the same rights as other Village residents. The Zoning Code also requires a minimum of two parking spaces per unit for two-family buildings.

4. Not Merely Special Privilege:

The petitioner proposes to construct a 22 ft. by 24 ft. (528 square feet) detached garage, which is smaller than the maximum allowable on lots similar in size (600 square feet). However, the proposed garage would exceed recent variations for maximum building coverage for new two-car detached garages that the Zoning Board has recommended and the Village Board has approved: 400 square feet (20 feet by 20 feet) and 484 square feet (22 feet by 22 feet). Please note that each variation request must be reviewed on its own particular facts.

5. Code and Plan Purposes:

The Zoning Code requires two spaces per unit for single family residences, and the Village does not allow overnight parking on the street. Therefore, the requested variation would allow a detached garage in which to park two vehicles

6. Essential Character of the Area:

The petitioner believes that the requested variation would not adversely affect the character of the neighborhood. A two-car detached garage in the back corner of the property, 5 feet from the property lines (exceeds required minimum of 3 feet), is in character with the surrounding area and is a design element that the Village encourages through incentives for lot coverage.

7. No Other Remedy:

One option might be surface parking. However, the petitioner believes that replacement of covered parking is reasonable. In addition, the petitioner would not be able to construct two covered parking spaces without a variation from building coverage requirements as the existing house with the front porch would allow only 372 square feet (approximately 19 feet by 19.5 feet) within the allowable maximum building coverage, which is not an adequate size structure to park two vehicles.

Another option would be to grant a variation for a smaller two-car garage. In recent variation cases, the Zoning Board has allowed for 20 feet by 20 feet (400 square feet) and 22 feet by 22 feet (484 square feet) for variations from maximum building coverage.

**V. FINDINGS AND RECOMMENDATION:**

- Commissioner Naseef stated that she does not feel that this case meets any of the criteria. The property is not unique. The situation is self-created, because Mr. McKenna constructed the front porch and created the hardship. Commissioner Naseef stated that the proposed garage size would be a special privilege. She believes that the remedy would be for a smaller garage and storage is not a valid reason. She is inclined to not vote in favor; however, the Village does require two parking spaces. Therefore, she might be in favor of voting for a 20 feet by 20 feet detached garage.
- Commissioner Brenson stated that the Village needs to follow certain rules. This is not a unique condition, it was self-created and he would vote against this petition.
- Commissioner Finder stated that he would be more likely to vote for this variation if he knew the size of the original porch and whether the new front porch was restoring the original size.

- Commissioner Schwartz stated that while he is sympathetic to this situation, the Village is bound by the parameters of the Zoning Code. This situation is self-created and it is not unique.
- Commissioner Hoffenberg stated that he would like to see a reduction in size of the petition to either 20 feet by 20 feet or 22 feet by 22 feet. He believes there is a significant hardship created by the Code and the Village needs to consider whether there might be another alternative for a detached garage.
- Chairperson Brewin stated that she would support a petition, if the requested garage were reduced to 20 feet by 20 feet. The Zoning Code requires two spaces for parking cars, however, it does not require storage area. Chairperson Brewin asked if the petitioner would be willing to amend his request. Mr. McKenna stated that he would prefer a 20 ft. by 22 feet detached garage to park his larger vehicle in; however, he would consider a 20 feet by 20 feet garage.
- Commissioner O'Connor stated that reconstructing the front porch is consistent with the Village's long range plans and is a benefit to the community. He also feels that the drainage issue created a unique situation. Chairperson Brewin stated that she feels that the drainage issue is a separate issue and should not be considered as part of the zoning variation.
- Commissioner Naseef stated that if the Village wanted building coverage allowances for front porches, they would have written bonuses into the Zoning Code. She also believes that expanding the garage size might impact drainage and she is not inclined to go beyond the 20 foot by 20 foot detached garage.
- Commissioner Finder stated that he believes that a 20 feet by 20 feet detached garage is the standard size and anything beyond that size would be a special privilege.
- Commissioner Schwartz noted that the front porch is constructed over permeable space and therefore is a drainage enhancement. Commissioner Naseef stated that the front porch has a roof so she is not sure how it would support drainage.

There being no further questions or comments from the audience or the Commissioners, a motion was made by Commissioner Naseef and seconded by Commissioner Finder that the Zoning Board of Appeals recommend to the Village Board of Trustees approval of the application submitted with ZBA Case #601 as amended to allow a 20 feet by 20 feet detached garage with the added condition that the owner's front porch remain open.

Motion carried by a roll call vote (6/1/0).

AYE: Naseef, Finder, Hoffenberg, O'Connor, Schwartz and Brewin.  
NAY: Brenson  
ABSENT: None.

Be it therefore resolved that the Zoning Board of Appeals recommend approval to the Village Board of Trustees of the variation from Paragraph 3-110E1 (Maximum Building Coverage) of the Village of La Grange Zoning Code as amended to allow construction of a 20 feet by 20 feet detached garage at 415 S. Park Road.

Respectfully submitted:

Zoning Board of Appeals of the  
Village of La Grange

BY: Ellen P. Brewin  
Ellen Brewin, Chairperson

## STAFF REPORT

**CASE: ZBA #601 – Kevin McKenna – 415 S. Park Road - Maximum Building Coverage**

### **BACKGROUND**

(Note: This Staff Report is solely based on information presented in the application and on a physical inspection of subject property and environs, and is not influenced by any other circumstance.)

The petitioner, Kevin McKenna, owner of the subject property at 415 S. Park wishes to construct a new 22 ft. by 24 ft. two-car garage in approximately the same location as the former 19.75 feet by 18 feet detached garage constructed in 1930 that was demolished a few years ago. According to the Petitioner, the previous garage was dilapidated largely due to damage caused by flooding/drainage issues.

Maximum allowable building coverage for this lot is 2,250 square feet. With the proposed two-car detached garage, the property would exceed the Maximum Building Coverage of 30% set forth in Paragraph 3-110E1 by 156 square feet or 7%. Subparagraph 14-303E1(c) (Authorized Variations) allows the increase of the maximum allowable building coverage by no more than 20%. The requested variation falls within the authorized limits of the Zoning Code.

### **VARIATION STANDARDS**

**General Standard** - *"No variation shall be granted pursuant to this Section unless the applicant shall establish that carrying out the strict letter of the provisions of this Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this Subsection."*

The petitioner's proposed construction would replace a recently demolished detached garage. The applicant constructed a large open front porch in 2003, which occupies a percentage of the allotted 30% allowable building coverage.

**Unique Physical Condition** - *"The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot."*

This zoning lot is typical of most single lots in the R-3 Single Family Residential District between Gilbert and Brainard Avenue, from 48<sup>th</sup> Street, north to Cossitt Avenue. This lot measures 50 feet in width by 150 feet deep.

5-A.13

**Not Self-Created** - *"The aforesaid unique physical condition is not the result of any action or inaction of the owner or its predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of this Code, for which no compensation was paid."*

The house and garage were constructed in approximately 1930. The petitioner purchased the property in 2003 and was granted a variation from the required front yard in order to construct an open front porch that contributes to the maximum allowable building coverage. According to the petitioner, the front porch has granular drainable material underneath and therefore does not contribute to total imperious lot coverage. The previous garage was demolished by the petitioners due to flooding damage.

**Denied Substantial Rights** - *"The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision."*

A two-car garage is a right enjoyed by many residents in La Grange for automobiles and storage. The petitioner wishes to enjoy the same rights as other Village residents. The Zoning Code also requires a minimum of two parking spaces per unit for two-family buildings.

**Not Merely Special Privilege** - *"The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation."*

The petitioner proposes to construct a 22 ft. by 24 ft. (528 square feet) detached garage, which is smaller than the maximum allowable on lots similar in size (600 square feet). However, the proposed garage would exceed recent variations for maximum building coverage for new two-car detached garages that the Zoning Board has recommended and the Village Board has approved: 400 square feet (20 feet by 20 feet) and 484 square feet (22 feet by 22 feet). Please note that each variation request must be reviewed on its own particular facts.

**Code and Plan Purposes** - *"The variation would not result in a use or development of the subject property that would be not in harmony with the general and specific purposes for which this Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan."*

The Zoning Code requires two spaces per unit for single family residences, and the Village does not allow overnight parking on the street. Therefore, the requested variation would allow a detached garage in which to park two vehicles

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

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

The petitioner believes that the requested variation would not adversely affect the character of the neighborhood. A two-car detached garage in the back corner of the property, 5 feet from the property lines (exceeds required minimum of 3 feet), is in character with the surrounding area and is a design element that the Village encourages through incentives for lot coverage.

**No Other Remedy** - *"There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property."*

One option might be surface parking. However, the petitioner believes that replacement of covered parking is reasonable. In addition, the petitioner would not be able to construct two covered parking spaces without a variation from building coverage requirements as the existing house with the front porch would allow only 372 square feet (approximately 19 feet by 19.5 feet) within the allowable maximum building coverage, which is not an adequate size structure to park two vehicles.

Another option would be to grant a variation for a smaller two-car garage. In recent variation cases, the Zoning Board has allowed for 20 feet by 20 feet (400 square feet) and 22 feet by 22 feet (484 square feet) for variations from maximum building coverage.



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**421**

5

Goodman

**422**

2

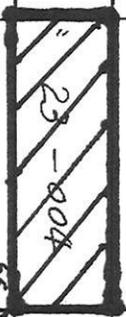
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**428**

B

115 S. Park



**429**

B

# PARK

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# BRAINARD

64

150

13-018

50

100

50

14-012

13-025

33

**APPLICATION FOR ZONING VARIATION**

Application # 601  
Date Filed: 11.22.2013  
UARCO # 1735

TO THE PRESIDENT AND BOARD OF TRUSTEES  
VILLAGE OF LA GRANGE, ILLINOIS

(please type or print)

Application is hereby made by: Mr. Kevin McKenna

Address: 415 South Park Road Phone: 630-240-9016

Owner of property located at: 415 South Park Road

Permanent Real Estate Index No: 18-05-429-004

Present Zoning Classification: R-3 Present Use: Single Family Residential

**Ordinance Provision for Variation from Article # III, Section 3-110E1 of Zoning Ordinance, to wit:**

Bulk, Yard and Space Requirements: 30% Maximum Building Coverage, Interior Lots, R-3 Residential District

**A. Minimum Variation** of Zoning requirement necessary to permit the proposed use, construction, or development:

The Applicant is requesting zoning relief from the Village of La Grange Zoning Code in order to allow for 32.1% of building coverage for a proposed accessory building (detached 2-car garage). The area of the garage would exceed the Village's current building coverage requirement of 30% by 156-SF.

**B. The purpose** therefor,

The purpose of this variation request is to allow for the construction of a 2-car garage.

**C. The specific feature(s)** of the proposed use, construction, or development that require a variation:

The applicant wishes to construct a 2 car garage 22'x24' in size.

PLAT OF SURVEY must be submitted with application. The plat should show any existing buildings on the petitioned

5-A.19

property as well as any existing buildings on property immediately adjacent. It should also show any proposed new construction in connection with the variation, including landscaping, fencing, etc.

**A visual proposal depicting the final plan, including but not limited to detailed renderings and/or plans of what is intended to be built.**

1. **General Standard.** The Petitioner must list below **FACTS AND REASONS** substantially supporting **each** of the following conclusions or the petition for variation cannot be granted. (if necessary, use additional page)

a. State **practical difficulty** or **particular hardship** created for you in carrying out the strict letter of the zoning regulations, to wit:

Based on the area of the 415 South Park Road parcel (subject property) and existing on-site residence, the Village's maximum building coverage requirement of 30% would only allow for a 372-SF ( $\pm 19\frac{1}{4} \times 19\frac{1}{4}$ ) garage, which would accommodate only one vehicle. The applicant wishes to construct a 2-car, 22' x 24' garage which would exceed the Village's current building coverage requirement by 156-SF (32.08%).

b. A reasonable return or use of your property is not possible under the existing regulations, because:

The subject property consists of a single family home. As single family homeowners typically own at least 2 vehicles; insufficient garage space as a result of a one car garage would result in a reduction of rear yard use. It should be noted that existing 2-car garages are currently present on residential properties adjoining the subject property as well as on other lots subject to the same zoning provision.

Existing garages located on adjoining properties are similar in size to the garage requested by the applicant (22' x 24') with the exception of a larger-sized garage, located on east adjacent property (412 South Brainard), which is approximately 24' x 26' in size. The lack of a 2-car garage on the subject property would result in a denied substantial right enjoyed by owners of other lots subject to the same provision and could result in a potential loss of property value as compared to neighboring properties.

c. Your situation is unique (not applicable to other properties within that zoning district or area) in the following respect(s):

The situation is unique as no existing garage/accessory building is currently present on the subject property. A 2-car garage at one time had been present on the subject property, however, it was removed several years ago due to damage resulting from drainage/flooding issues. Since the time that the applicant's garage was removed, a stormwater inlet/drain had been installed at the southeast corner of the applicant's property by an adjacent residence (416 South Brainard) in order to alleviate drainage/flooding issues. The applicant proposes to work with Village staff to install an additional stormwater inlet/drain and sewer on the subject property to further help alleviate drainage issues as part of obtaining a site development permit associated with the proposed garage. Refer to the variation standards, listed below, for additional information.

2. **Unique Physical Condition.** The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether

conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

The subject property is exceptional as compared to other lots subject to the same zoning provision due to the size of the existing lot. The area of the subject property at 7,500.6-SF just meets the total required minimum lot area of 7,500-SF per current R-3 zoning as listed under Article III, Section 3-110 of the Zoning Code. The minimum lot area does not allow for sufficient building coverage area to accommodate a 2-car garage as compared to other lots with greater areas subject to the same provision. An additional unique physical condition is that a 2-car garage at one time had been present on the subject property, however, it was removed several years ago due to damage resulting in drainage/flooding issues.

The total building area (existing residence) of 1,878-SF used in our building coverage calculations includes 466-SF of an existing front porch. Since covered with a roof, the porch was required to be included in the building coverage calculations, however, the porch has open sides with a wood deck floor over an existing gravel surface and is not utilized as living space. It should be noted that if the porch were excluded from the building coverage calculations, sufficient building coverage area would be available to accommodate the proposed 2-car garage.

It should also be noted that the proposed 528-SF (22'x24') garage building currently meets the maximum allowable gross floor area requirement of 600-SF for accessory buildings for lot areas between 6,501 to 10,000-SF in size per Article IX, Section 9-101.C, 12.c.ii of the Village of La Grange Zoning Code. The subject property at 7,500.6-SF meets this zoning provision.

Per Article XIV, Section 14-101, Section E1c of the Zoning Code, an increase by not more than 20% of the maximum allowable building coverage could be considered a permitted variation. The requested variance would result in an increase of maximum allowable building coverage of 7.04% from 25.04% (existing conditions) to 32.08% (proposed conditions), which is less than the maximum allowable increase of 20% building coverage. As such, the requested variance meets the provision as a permitted variation. The applicant understands that permitted variations listed under the Zoning Code do not create rights or entitlements to a variation.

3. Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or its predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of this Code, for which no compensation was paid

The above-referenced unique physical condition of existing lot size is not the result of any action or inaction of the owner or its predecessors in title, existed at the time at the time of the enactment of the current zoning provisions and was not the result of governmental action. A former 2-car garage located on the subject property was removed several years ago due to damage resulting in drainage/flooding issues (natural forces).

4. Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

Existing 2-car garages are currently present on residential properties adjoining the subject property as well as on other lots subject to the same zoning provision as the subject property. Existing garages located on adjacent properties are similar in size to what the applicant is requesting with the exception of a larger sized garage, located on east adjacent property (412 South Brainard), which is approximately 24'x26' in size. The lack of a 2-car garage on the subject property would result in a denied substantial right enjoyed by owners of other lots subject to the same provision.

5. Not Merely Special Privilege. The alleged hardship or difficulty is not merely inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

The hardship is not merely inability of the owner to enjoy a special privilege or additional right not available to owners of other lots subject to the same provision. Existing 2-car garages are currently present on residential properties adjoining the subject property to the north and south as well as on other lots subject to the same zoning provision.

6. Code and Plan Purposes. The variation would not result in a use or development of the subject property that would be not in harmony with the general and specific purposes for which this Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

Additional building coverage requested as part of this Application for Zoning Variation would not result in a use or development of the subject property that would not be in harmony with the purposes for which the Code and variation sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

7. Essential Character of the Area. The variation would not result in a use or development on the subject property that:  
(a) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or

The variation would not result in a use or development that would be materially detrimental to the public welfare or injurious to properties or improvements permitted in the vicinity.

(b) Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or

The variation would not materially impair an adequate supply of light and air to the properties and improvements in the vicinity.

(c) Would substantially increase congestion in the public streets due to traffic or parking; or

The variation would not substantially increase congestion in the public streets due to traffic or parking.

(d) Would unduly increase the danger of flood or fire; or

The variation would not unduly increase the danger of flood or fire. It should be noted that a 2-car garage at one time had been present on the subject property, however, it was removed several years ago due to damage

resulting in localized drainage/flooding issues. Since the time that the applicant's garage was removed, a stormwater inlet/drain had been installed on adjacent property (416 South Brainard) in order to help alleviate drainage/flooding issues. The existing drain is located approximately 10' southeast of the proposed garage location. The applicant proposes to work with Village staff to install an additional stormwater inlet/drain and sewer on the subject property to further help alleviate drainage issues as part of obtaining a site development permit associated with the proposed garage.

(e) Would unduly tax public utilities and facilities in the area; or

The variation would not unduly tax public utilities and facilities in the area.

(f) Would endanger the public health or safety.

The variation would not endanger the public health or safety.

8. No Other Remedy. There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property.

There is no means other than the requested variation for the Applicant to construct a 2-car garage on the subject property. Based on the area of the subject property and existing on-site residence, the Village's maximum building coverage requirement of 30% would only allow for a 372-SF ( $\pm 19\frac{1}{4} \times 19\frac{1}{4}$ ) garage, which would accommodate only one vehicle. The applicant wishes to construct a 2-car garage (22' x 24') which would exceed the Village's current building coverage requirement by 156-SF (32.08%).

\* \* \*

**NOTICE:** This application must be filed with the office of the Community Development Director, accompanied by necessary data called for above and the required filing fee of Five Hundred Dollars (\$500.00).

The applicant must submit seventeen (17) 11 x 17 or 8 ½ x 11 copies of any drawings, plats of survey, etc., required for this application a minimum of thirty days in advance of the public hearing date.

If possible, please submit electronic copies of plans.

The above minimum fee shall be payable at the time of the filing of such request. It is also understood that the applicant shall reimburse the Village any additional costs over and above these minimums, which are incurred by the Village, including but not limited to the following:

- (a) Legal Publication (direct cost);
- (b) Recording Secretarial Services (direct cost);
- (c) Court Reporter (direct cost);
- (d) Administrative Review and Preparation (hourly salary times a multiplier sufficient to recover 100 percent of the direct and indirect cost of such service);

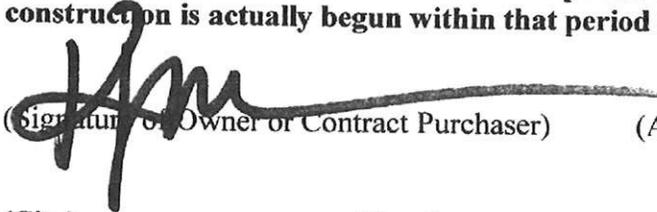
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- (e) Document Preparation and Review (hourly salary times a multiplier sufficient to recover 100 percent of the direct and indirect cost of such service);
- (f) Professional and Technical Consultant Services (direct cost);
- (g) Legal Review, Consultation, and Advice (direct cost);
- (h) Copy Reproduction (direct cost); and
- (i) Document Recordation (direct cost); and
- (j) Postage Costs (direct cost).

Such additional costs shall be paid by the applicant prior to the Board of Trustees making a decision regarding the request.

I, the undersigned, do hereby certify that I am the owner, or contract purchaser (**Evidence of title or other interest you have in the subject property, date of acquisition of such interest, and the specific nature of such interest must be submitted with application.**) and do hereby certify that the above statements are true and correct to the best of my knowledge.

**NOTE: No variation shall be valid for a period longer than one year unless a building permit is issued and construction is actually begun within that period and is thereafter diligently pursued to completion.**

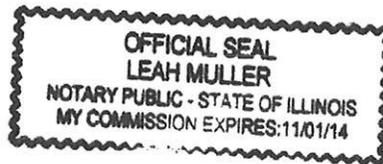
(Signature of Owner or Contract Purchaser)  (Address) **415 S. Park Rd.**

(City) **LA GRANGE** (State) **IL** (Zip Code) **60525**

Subscribed and sworn to before me this **22** day of **November**, 20 **13**.

  
(Notary Public)

(Seal)



Enclosures:

Plat of Survey (Boundary and partial Topographic Survey, dated 9/14/12, prepared by J&HA  
Site Plan, dated 11/13/13, prepared by J&HA  
Village of La Grange Site Development Data Sheet  
Garage Rendering Drawing(s)

5-A.24

**(FOR VILLAGE USE ONLY)**

1. Filed with Office of the Community Development Director: 11.22, 2013.
2. Transmitted to Zoning Board of Appeals at their meeting held: Dec. 19, 2013
3. Continuation (if any):
4. Notice of hearing published in: Sub Life on:
5. Findings and Recommendation of Zoning Board of Appeals referred to Village Board at Meeting of:
6. Final Action of Village Board for adoption of amending ordinances or denial of applicant's request at meeting held:
7. Payment of expenses satisfied:

Conditions Imposed:

Residential Site Development Permit Packet  
**SITE DEVELOPMENT DATA SHEET**  
 Department of Community Development  
 Village of La Grange

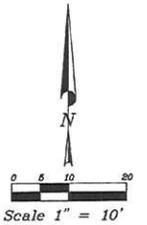
See Table 5	<b>TABLE 1 - BUILDING SETTING</b>		Lot Width:	50.0'	Lot Depth:	150.0'	Lot Area:	7500.6
	Zoned Lot Classification:	R- 3	Existing	HOUSE	Proposed	GARAGE	Zoning District Requirements	
	Front Yard Set-Back Dimension	32.1 FT		123.0 FT		27.5 FT		
	Side-Yard Set-Back Dimension	4.0 (NORTH) FT		20.9 (NORTH) FT		15.0 (10%) FT		
	Side-Yard Set-Back Dimension	14.0 (SOUTH) FT		5.0 (SOUTH) FT		3.0 FT		
Rear-Yard Set-Back Dimension	61.7 FT		5.0 FT		3.0 FT			
See Table 6	<b>TABLE 2 - BUILDING COVERAGE</b>		Existing		Proposed		Net Change	
	Primary Structure Area	1878 SF		1878 SF		0 SF		
	Accessory Structure Area	0 SF		528 SF		528 SF		
	Total Building Area	1878 SF		2406 SF		528 SF		
	Percent Building Coverage	25.04 %		32.08 %		7.04 %		
	Maximum Permissible Building Coverage from Table 5		30%					
See Table 6	<b>TABLE 3 - LOT COVERAGE</b>		Existing		Proposed		Net Change	
	Primary Structure Area	1878 SF		1878 SF		0 SF		
	Accessory Structure Area	0 SF		528 SF		528 SF		
	Driveway Surface Area	1384 SF		1442 SF		58 SF		
	Patio/Deck Surface Area	157 SF		157 SF		0 SF		
	Walkway Surface Area	215 SF		230 SF		15 SF		
	Total Impervious Surface Area	3634 SF		4235 SF		644 SF		
	Percent Impervious Area	48.45 %		56.46 %		8.59 %		

TABLE 4 - LOT COVERAGE ALLOWANCE CALCULATIONS			Area Values	Percent of Total
1	Total Proposed Impervious Area from Table 3		4235 SF	56.46 %
2	If there is an open front porch, enter total area (ACAR DECK)	157 SF		
3	Enter actual open front porch surface area, up to a maximum of 160 square feet		157 SF	
4	Enter total foundation/floor area of detached rear-yard garage	528 SF		
5	Enter half of the value of Line 4, up to a maximum of 330 square feet		264 SF	
6	Enter driveway surface area serving detached garage, up to a maximum of 450 sf		450 SF	
7	Enter total area of approved pervious pavement surface. (Specification Section M)		0 SF	
8	Enter the sum of areas (line 3 + line 5 + line 6 + line 7)		871 SF	
9	<b>TOTAL IMPERVIOUS AREA WITH ALLOWANCES</b> Subtract value in Line 8 from line 1 to determine adjusted values		3364 SF	44.05 %
10	Maximum Permissible Lot Coverage from Table 5			45 %

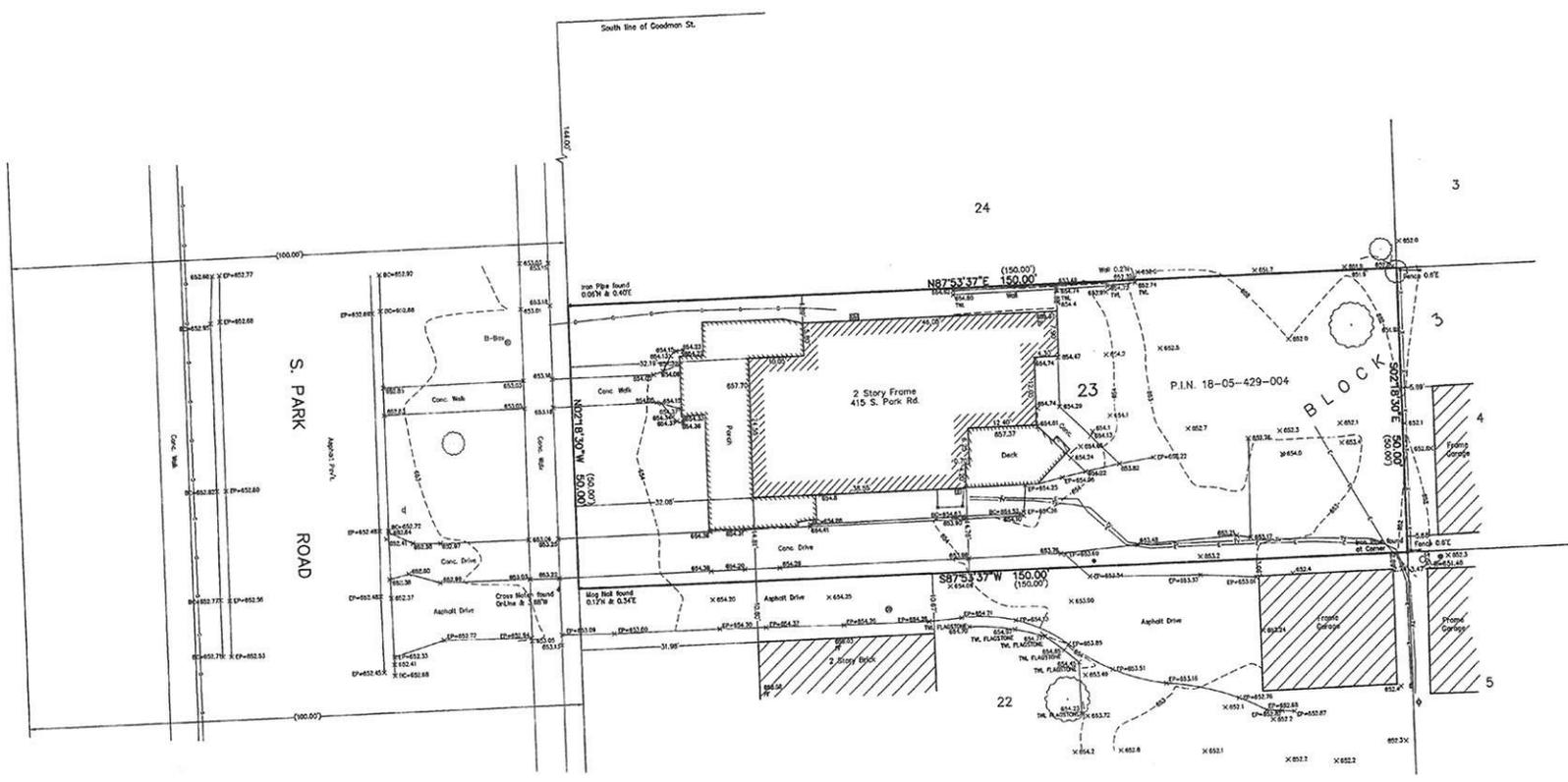
5-A.26

# BOUNDARY AND PARTIAL TOPOGRAPHIC SURVEY

OF  
 LOT 23 IN BLOCK 3 IN PARK ROAD ADDITION TO LA GRANGE, A SUBDIVISION OF THE EAST 583 FEET OF THE EAST  
 HALF OF THE SOUTHEAST QUARTER (EXCEPT THE EAST 330 FEET OF THE NORTH 635 FEET THEREOF) OF SECTION 5,  
 TOWNSHIP 38 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS



**Book of Records:**  
 840 83, 84th State Plane, East Zone  
 Devisions are led to the Village of La Grange backbooks  
**Reference Book marks:**  
 Measurement number 4281234  
 Stone monument set by Cook County, Date of grade level of  
 the Survey of 18th Ave. and Goodman Av.  
 Dec=45358 (NOV 1929)  
 Measurement number 5381241  
 Stone monument set in conc. base of grade level of  
 the Parkway Co., of 18th Ave. and Goodman Av.  
 Dec=45358 (NOV 1929)  
**Site Bookmarks:**  
 (A&B CP 3) Cut "x" in walk on West side of Park St. 2' E'  
 South of 182 Park property line, just north of 15' tree.  
 Dec=45358  
 (A&B EP2) Offset cross found in walk on West side of  
 Park St., second property line at 602.2 & 458 Park Road  
 Dec=45358  
**(50.00) DENOTES RECORD INFORMATION**  
**(50.00) DENOTES MEASURED INFORMATION**



5-A-27

- SYMBOL LEGEND**
- Drainage Structure Round
  - Electric Meter
  - ⊞ Gas Meter
  - ⊙ B-Box
  - ⊕ Power Pole w/ transformer
  - ⊙ Basketball Post
  - ⊙ Sanitary Cleanout
  - Underground Gas Main
  - Underground Electric Line
  - Underground Cable TV Line
  - Fence Line

**UTILITY STATEMENT ABILITY**  
 The underground utilities shown have been located from the field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities.

**JACOB & HOFFNER ASSOCIATES, INC.**  
 ENGINEERS & SURVEYORS  
 7310 S. Highland Avenue, Suite 100  
 Lombard, IL 60148  
 (630) 958-6000 FAX (630) 958-0801  
 ILLINOIS PROFESSIONAL ENGINEER  
 LICENSE NO. 134-00079 EXP. 6/30/18

**Surveyor's Certificate**  
 State of Illinois )  
 County of DuPage ) SS  
 I, Carl J. Cook, an Illinois Professional Land Surveyor,  
 do hereby certify that I have prepared a Topographic Survey of  
 the property described above and that the Survey shown  
 hereon is a correct representation of said Survey.



This professional service conforms to the current Illinois minimum standards for a boundary survey.  
 Dated this 12th day of September, 2012.  
 Carl J. Cook  
 Illinois Professional Land Surveyor No. 35-3543

Survey No.:	R 0 2 5
Ordered By:	Kevin McKenna
Description:	BOUNDARY AND TOPOGRAPHIC SURVEY
Date Prepared:	September 14, 2012
Scale:	1" = 10'
Drawn By:	CH
Checked By:	CH

ILLINOIS PROFESSIONAL LAND SURVEYORS BOARD



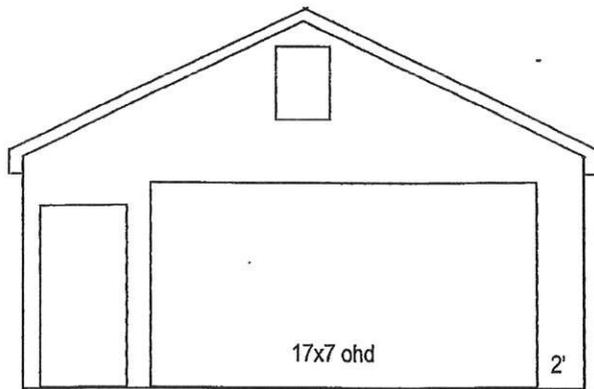


BLUE SKY BUILDERS  
424 OGDEN AVENUE  
DOWNERS GROVE, IL 60515  
630-852-8485  
630-852-0350 FAX

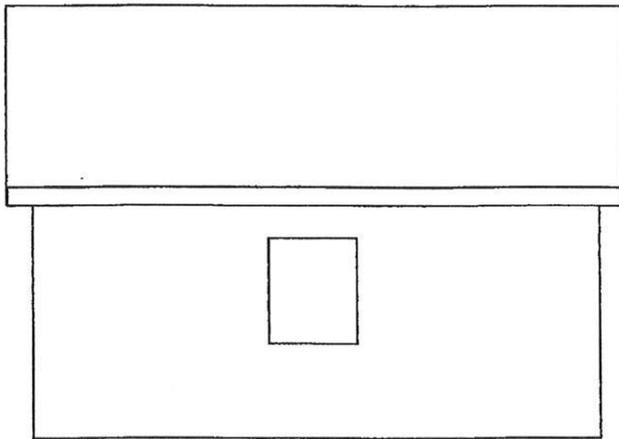
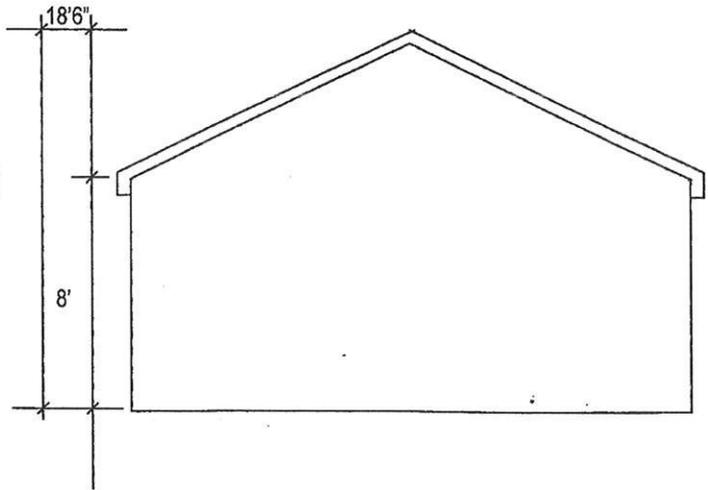
DATE: 1/17/2013  
SCALE: NTS  
SIZE: 24x22  
ROOF: Gable  
COST: \$20,935

FOR: Kevin McKenna  
415 S Park Rd  
LaGrange  
708-579-6804

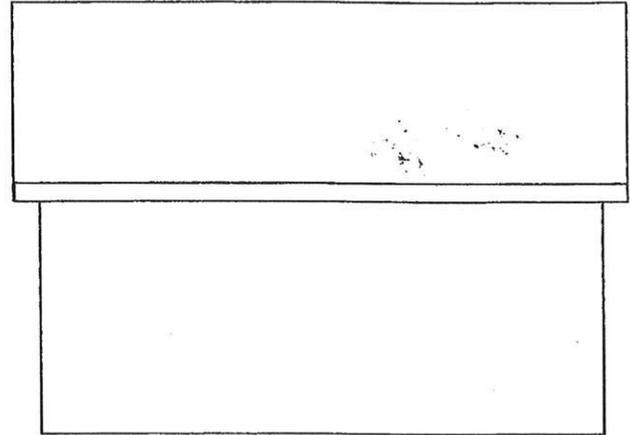
24' West Elevation Front



24' East Elevation Back



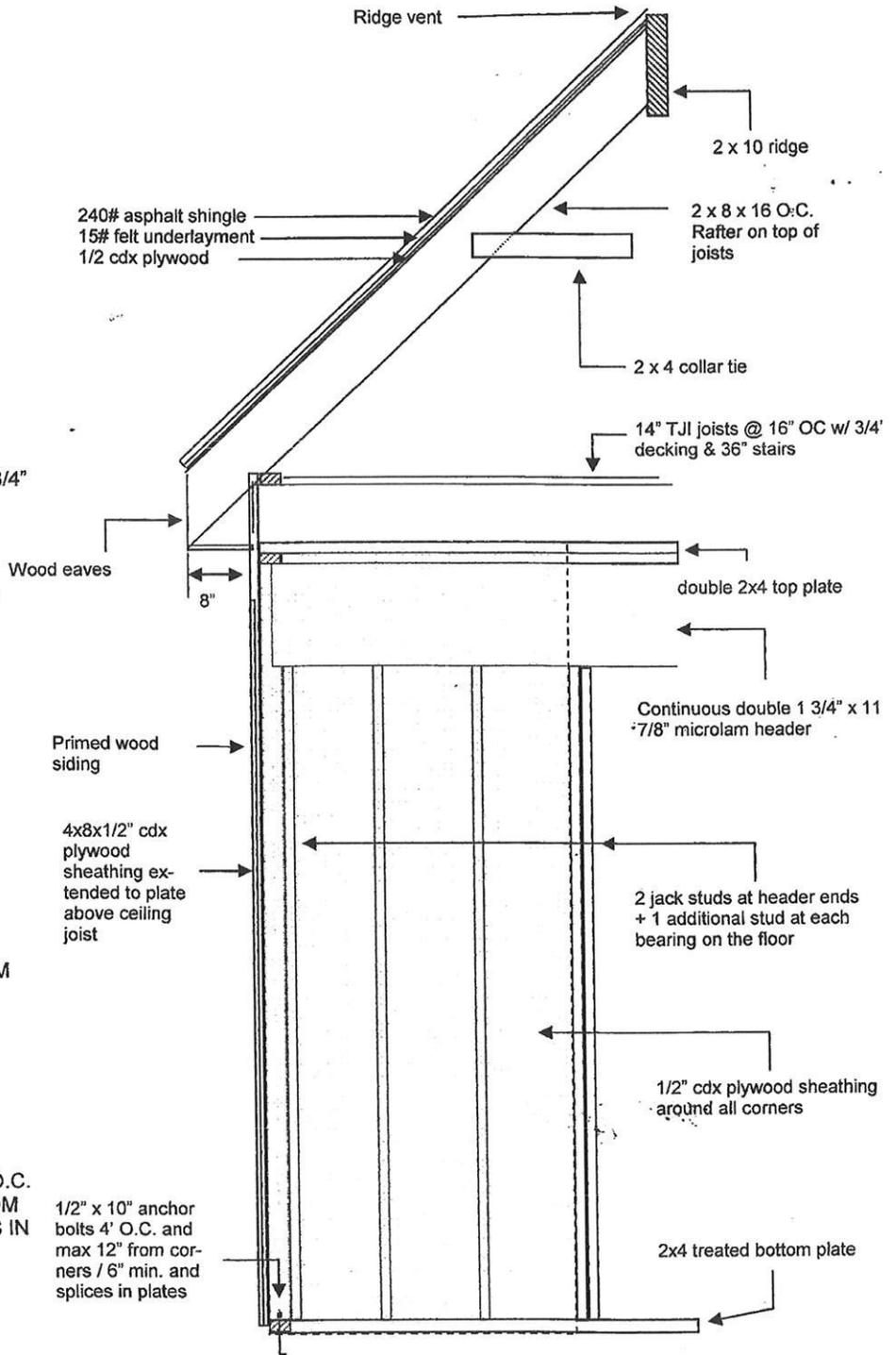
22' North Elevation Side



22' South Elevation Side

5-A.29

- GARAGE SIZE:** 24x22
- ROOF STYLE:** Gable
- WALL SHEATHING:** 4x8x1/2" cdx plywood
- SWAY BRACES:** 4x8x1/2" cdx plywood
- SIDING:** 4.5" exp primed wood
- STUDS:** 2X4X16" O.C.  
SPF CAN #2 OR BETTER
- TOP PLATE:** DOUBLE 2X4
- BOTTOM PLATE:** TREATED 2X4
- RAFTERS:** 2X8X16" O.C.
- RIDGE:** 2X10 SPF CAN #2 OR BETTER
- CROSS TIES:** 14" TJI floor @ 16" OC w/ 3/4" decking & 36" stairs
- ROOFING:** 15# FELT UNDER  
240# ASPHALT SHINGLE
- SHEATHING:** 4X8X1/2" CDX PLYWOOD  
SPAN RATES 32/16 OR BETTER
- VENTS:** Ridge vent
- EAVES:** 8" primed wood
- OVERHEAD DOOR:** 17x7 steel
- SERVICE DOOR:** 36" X 80"
- WINDOWS:** vinyl
- HEADERS:** —  
O.H.D.: Cont. Double  
1 3/4" x 11 7/8" MICROLAM
- SERVICE/WINDOW:** DOUBLE 2X8
- WALL HGT:** 8'
- TOTAL HGT:** 18'6"
- GUTTERS:** none
- ANCHORS:** 1/2" ANCHOR BOLTS 4' O.C.  
AND 1' MAX / 6" MIN FROM  
CORNERS AND SPLICES IN  
PLATES
- FLOOR:**
- APRON:** CONCRETE
- WATER LEDGE:** BY OTHERS
- FOOTINGS:**



ADDRESS: 415 S Park Rd, LaGrange

PG. 2

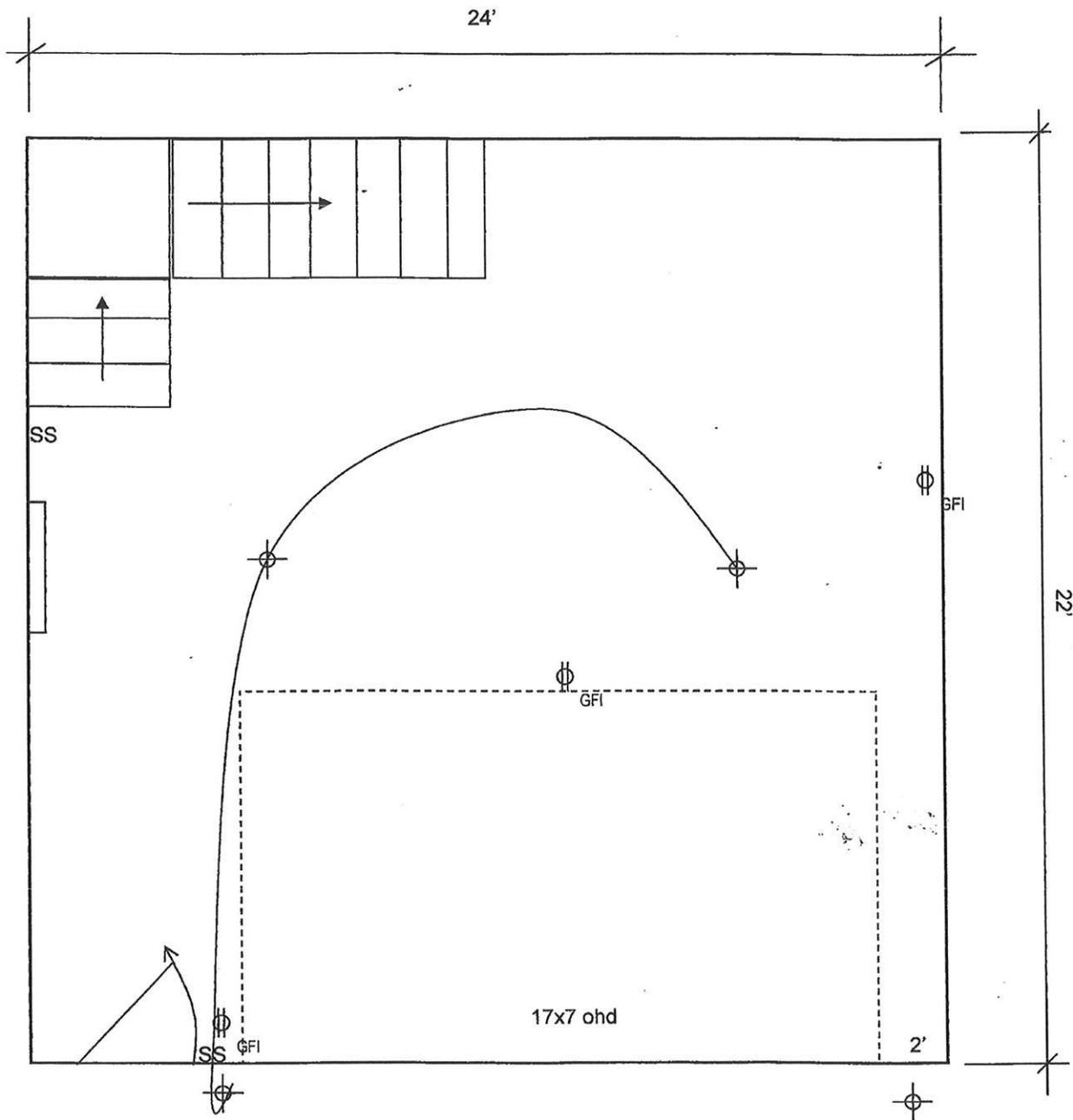


5-A.30



BLUE SKY BUILDERS  
424 OGDEN AVENUE  
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630-852-8485  
630-852-0350 FAX

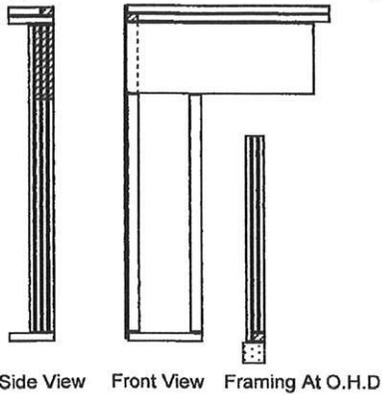
FOR: Kevin McKenna  
415 S Park Rd  
LaGrange



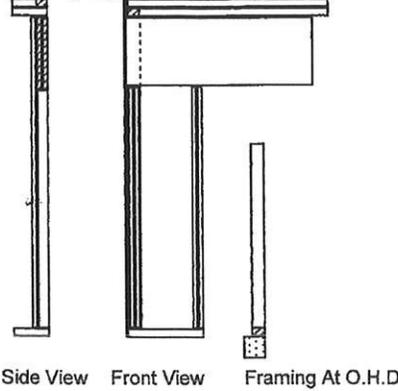
Electric: UFB 12/2 with  
Ground 18" Deep with  
Rigid Pipe Entrance @  
House & Garage

5-A.31

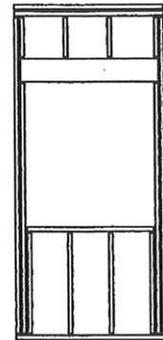
Typical B.S.B. Triple 2 x 12 O.H.D. Framing Layout



Typical B.S.B. Double Micro-Lam O.H.D. Framing Layout



Typical B.S.B. Window Framing Layout



**Conventional Stairway**

Stair w/ railing & landing - 2 x 12 stringer & tread 36"

Min. stair width is 36" clear at all points above permitted handrail height.

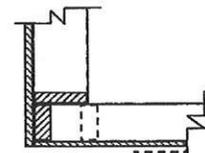
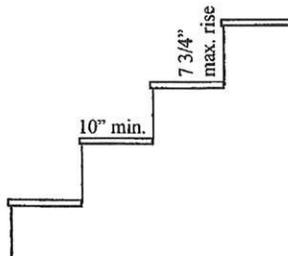
Max 7 3/4" rise - 10" clear tread.

Min. 36" high continuous graspable handrail w/ 4' max. spacing on balusters (uprights) on one side for entire flight of stairs from directly above top riser to directly above lowest riser. Handrail ends to be returned or terminate in newel posts or safety terminals.

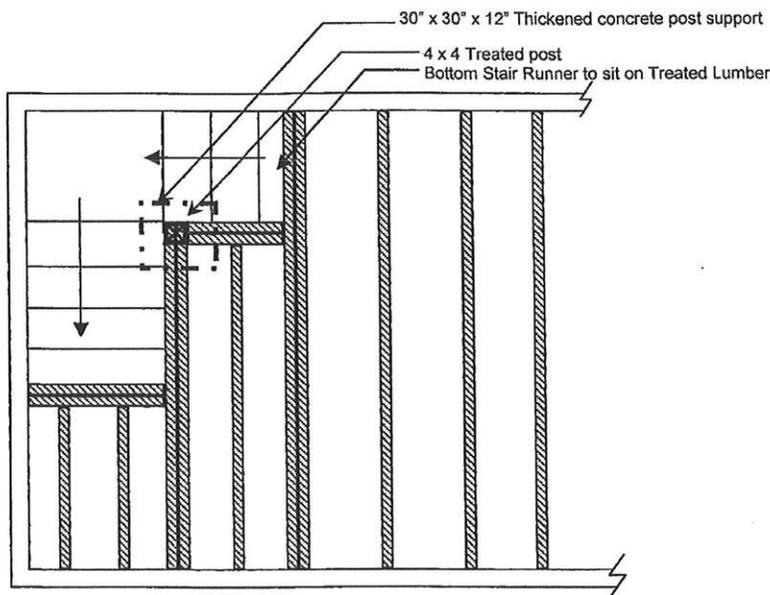
Light at the top of the stairway on same switch as interior lights

Stair header to consist of dbl. 2 x 12 frame on at least 2 sides with the remainder of the stair opening to be on the exterior walls.

Any lumber in contact with concrete must be treated (wolmanized)



STANDARD CORNER DETAIL  
PER IRC R602.10.5



5-A.32

VILLAGE OF LA GRANGE  
Administration Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager

DATE: January 27, 2014

RE: **PRESENTATION – AECOM - WEST SUBURBAN PUBLIC SAFETY  
DISPATCH CONSOLIDATION STUDY BETWEEN THE VILLAGES OF  
LA GRANGE, LA GRANGE PARK, AND WESTERN SPRINGS**

---

**BACKGROUND**

Exploring opportunities for the consolidation of core services has been identified as a strategic priority by the La Grange Village Board.

Accordingly, in 2011, the Village participated in a case study to evaluate public safety service delivery, and to investigate the potential for cooperative opportunities in the future between the Villages of La Grange, La Grange Park and Western Springs. The study was part of a regional effort sponsored by the Metropolitan Mayors Caucus and was funded, in part, by a grant from the John D. and Catherine T. MacArthur Foundation. The study itself was conducted by William Balling of WRB, LLC.

The purpose of the study was three-fold. First, the study was to determine the degree of compatibility between the study participants in terms of community characteristics and public safety operations. Second, based on that compatibility assessment, the study was to identify opportunities to share public safety services. Finally, the study was to provide recommendations as to how those potential opportunities for shared public safety services could be achieved.

The study identified several areas of potential consolidation, with public safety communication services being the most compatible and readily achievable shared service. A presentation of the report's findings was provided to the Village Board and the other two study partners by Mr. Balling in September, 2011.

At the conclusion of the presentation, it was the consensus of the Village Board to support a technical study which would design a comprehensive plan for the integration and implementation of combined dispatch services in which operational, personnel, capital, financial, legal and governance issues would be addressed.

## DISPATCH CONSOLIDATION STUDY PROCESS

In September 2012, the three communities issued a Request for Proposal (RFP) for professional services related to a West Suburban Public Safety Dispatch Consolidation Study. As part of the selection process, the communities interviewed candidate firms, checked references, and ultimately recommended AECOM to perform the study. The \$75,000 project cost was divided evenly among the three communities.

The three communities worked closely with AECOM during the study process. AECOM's analysis included on-site interviews of key employees; assessment of current technologies, and confirmation of data as related to call volume, operations and non-dispatch related functions.

A final report summarizing AECOM's findings was provided to the communities in November, 2013. An advance copy of the dispatch consolidation study was provided to the Village Board in advance of tonight's meeting.

## RECOMMENDATION AND SUMMARY OF FINDINGS

AECOM recommends that the study participants proceed with the consolidation of public safety dispatch and that La Grange would be the best location to host such an operation. The justification for implementing the recommendation includes reduced operational costs over time, particularly by reducing the duplication of the systems; improved operations, including the transition to an enhanced Emergency Medical Dispatch (EMD) model; and reduced capital costs over the long term. As an additional benefit, dispatch consolidation positions the study group for other potential shared emergency services (Police and Fire) in the future.

The study preliminarily concludes that the combined operational and maintenance expenses will cost an additional \$50,000 per year in the aggregate (primarily as a result of capital transition costs) as compared to current aggregated budgets. However, La Grange benefits immediately by moving to a combined dispatch arrangement.

The study further identifies that there are numerous beneficial operational enhancements that each community will realize both individually and collectively by a consolidated dispatch center. Enhanced efficiency, effectiveness and safety are anticipated, resulting in indirect cost savings. Stated alternatively, consolidation will optimize existing resources for each Village; reduce redundant expenditures; and provide for enhanced emergency medical dispatching opportunities as a result of increased staffing levels at the centralized center.

## NEXT STEPS

Messrs. Mike Milas and Tony Wheeler from AECOM have been invited to present the study findings to each of the three Villages, and answer any questions.

At the conclusion of the presentation, President Livingston will solicit comments and seek general acceptance of the consultant's findings and recommendations. Similarly, the Village Presidents of La Grange Park and Western Springs will be eliciting comments and consensus direction from their respective governing bodies.

Shortly thereafter, it is anticipated that the Village Presidents of the three communities will convene a meeting to share Trustee comments and consensus direction. If all three study participants are in general agreement, the next step will be to secure a commitment from the governing bodies of La Grange, La Grange Park and Western Springs, in order to establish a formal partnership among the three Villages to begin to design and implement a combined dispatch operation.

Village staff will also be available to respond to any questions from the Village Board.

H:\eelder\ellie\BrdRpt\Dispatch Consolidation Study AECOM Presentation.doc



Submitted to  
Villages of La Grange  
La Grange Park  
Western Springs

Submitted by  
AECOM  
November 22, 2013

# West Suburban Public Safety Dispatch Consolidation Study

Final Report

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# 1 Executive Summary

## 1.1 Introduction

AECOM was contracted to complete The West Suburban Public Safety Dispatch Consolidation Study which is a comprehensive assessment of the feasibility of consolidated public safety dispatch for the Villages of La Grange, La Grange Park, and Western Springs, Illinois. Our study includes an analysis of options which include everything from doing nothing to a complete consolidation of the three public safety dispatch centers.

A Service Sharing Study was initiated in August 2010 by the Villages of La Grange, La Grange Park and Western Springs. The Study focused on three primary objectives: 1) determine compatibility between the study participants, both in terms of community characteristics and public safety operations; 2) based on the compatibility assessment, identify opportunities to share public safety services that could not only result in more cost-effective service delivery, but also create operational enhancements involving the combined use of staffing, equipment and facilities; and 3) provide recommendations as to opportunities for shared public safety services.

The Service Sharing Study, performed by the Metropolitan Mayors Caucus, concluded that there was sufficient compatibility between the communities to consider various shared service opportunities, most notably the consolidation of public safety communications. This detailed study is an extension of that conclusion.

## 1.2 Project Goals and Objectives

The Villages desire a consolidated solution that will streamline and enhance the Villages' ability to provide public safety dispatching services for the citizens and businesses of the Villages in the most professional and efficient manner possible. Additionally, the solution must also address the records management and management reporting requirements of the Villages and should consider the growth capability, governance and compatibility of adding additional communities over time.

## 1.3 Report Overview

This report has been organized into the following sections.

### **Section 1 Executive Summary:**

This section introduces the study, provides the main objectives of the study and also provides our recommendation for the Villages. This recommendation is supported by the documentation and research summarized in the remainder of the document.

**Section 2 Current Dispatch Center Analysis:**

This section of the report analyzes the following aspects of each of the three current public safety dispatch centers:

- Current Organizational Structure and Governance
- Inventory of Existing Systems and Equipment
- Staffing Levels
- Compensation
- Call volumes
- Training
- Budget data
- Technology
- Facilities
- Stake holder perspectives
- Non-dispatch tasks performed by employees

**Section 3 Technology Feasibility Analysis:**

This section reviews and analyzes current and planned technology.

**Section 4 Facility Requirements:**

This section analyzes the current La Grange facility to determine the viability of this location and identify any modifications and costs required to host a consolidated dispatch center. Comments are also included which address requirements or modifications that might be required to accommodate other communities who may be interested in joining the consolidated dispatch operation in the future. Recommendations with regard to a back-up dispatch center post-consolidation are also included.

**Section 5 Staffing Analysis, Organizational Structure and Human Resources Recommendations:**

This section considers and analyzes staffing level needs, organizational structure and related Human Resources issues for a consolidated center.

**Section 6 Alternatives and Cost Benefit Analysis, Governance, Funding Model and Recommendations:**

This section presents AECOM's analysis and opinion of probable costs for three alternatives:

- 1) No Consolidation – No Service Enhancements
- 2) Retaining current separate dispatch centers with a transition to enhanced service provision (Emergency Medical Dispatching) and technology gap mitigation (new and upgraded systems).
- 3) Full Public Safety Dispatch Consolidation for La Grange, La Grange Park, and Western Springs at the La Grange facility

It also includes discussion of recommended governance and funding model for the new consolidated center.

**Section 7 Key Implementation Plan Milestone Recommendations:**

Within this section AECOM provides an outline of the significant tasks that will need to be accomplished if a decision to consolidate is made and an implementation plan developed. A preliminary timeline and proposed schedule is included to illustrate one method of sequencing the necessary tasks and to provide some estimates as to task duration.

## 1.4 AECOM Recommendation

AECOM is recommending that the three communities proceed with developing a plan to implement a consolidated public safety dispatch center located at La Grange PD. From a strategic service provision and cost effectiveness view, a consolidated public safety dispatch center will allow the Villages to significantly enhance service provision levels in the center. This will directly translate to providing enhanced support to Police, Fire and EMS, and most importantly, lead to a safer environment for both public safety staff and the citizens who are served by the center. Through consolidation, this can be accomplished with a modest decrease in total operating costs over ten years, and with significant future costs savings anticipated from a lower level of future capital expenditures. The analysis and rationale for the recommendation are more fully explained throughout this report; however, the primary justifications are as follows:

- 1) A consolidated center is the most cost effective method of addressing the desire of the communities to transition to an enhanced Emergency Medical Dispatch (EMD) model which requires at least two dispatchers to be on duty 24/7. By co-locating existing staff through a consolidation there would typically be three on duty dispatchers 24/7. Moving to EMD is a significant service level enhancement for the citizens served by the consolidated center. A one dispatcher center cannot support EMD.
- 2) A consolidated center will reduce and streamline future technology and systems maintenance, upgrade and replacement costs by reducing duplication of these systems. On-going system administration will also be streamlined as only one common platform for each technology will need to be selected and maintained. This reduction in duplication of systems will result in a savings of 100's of thousands of dollars over the next ten years by reducing both future capital outlays and annual systems maintenance expenses.
- 3) Shared technology systems under a consolidation will allow for enhanced information exchange and data interoperability both of which will favorably enhance service provision. If more and better information is available faster it enhances efficiency, effectiveness and safety.
- 4) The establishment of shared dispatch protocols and procedures will encourage the development of common service level provision approaches between the agencies that can lead to other future opportunities for shared service models. As staff within the three communities work collaboratively in jointly managing a consolidated public safety dispatch center they will forge stronger relationships and better understand how each agency operates which can lead to other collaboration opportunities such as consolidating similar departments within the three Villages and other communities joining the consolidated 911 Center.
- 5) A consolidated model allows for direct (working) supervisors 24/7 within the dispatch center leading to enhanced service level provision. It also off-loads the responsibility for direct supervision of the dispatch function from the Police Department line supervisors who now provide that supervision as a co-lateral duty in junction with other Police Management staff. This enhancement comes without the need to add new dispatch staff; the only new position will be the director. The new working supervisor role is supported by evolving five of the current public safety dispatcher positions into Lead Dispatcher positions who will be working supervisors.
- 6) The recommended staffing model for a consolidated center ends the current practice of occasionally assigning sworn patrol or administrative staff to fill dispatch positions in some centers, either for entire shifts or for occasional breaks. This frees up those sworn staff to remain assigned to their normal functional duties and thus leads to a more effective and efficient use of sworn staff.
- 7) Adequate staffing by trained dispatchers in the consolidated center will ensure that dispatch staff is fully trained and familiar with police, fire and emergency medical dispatch procedures. Currently, staff that is not fully trained in all disciplines is occasionally assigned to dispatch. The ending of this practice will serve to enhance service level provision and reduce risk and liability.

The consolidation study RFP included the below listed general goals that any recommended consolidation solution should include. The comment after each goal explains how the consolidation being recommended in this study would address each desired general goal.

Improved call taking service to the public:

- Improved efficiency in responding to calls for service;
  - Common dispatch protocols, better dispatch staffing levels and supervision will all support improved response efficiency
- Streamlined processing and consistency of all data and reports;
  - Moving to a shared and common technology platform will both streamline data processing and make data retrieval and analysis more consistent.
- Increased officer/firefighter productivity and resource management;
  - Ending the current practice of occasionally assigning sworn staff to dispatch and as dispatch supervisors will free these resources for assignment to their regular functional duties.
- Enhanced officer/firefighter safety with timely and detailed data on persons and locations;
  - Common dispatch protocols, better dispatch staffing levels and supervision will all support enhanced safety and more timely information exchange.
- The identification of enhanced equipment in preparation for future service upgrades (NG 911);
  - The future selection and maintenance of all related technology systems will be streamlined and more cost effective by reducing duplication.
- The potential for enhanced staffing including Emergency Medical Dispatching capabilities;
  - This is a key element of the consolidation as the enhanced consolidated staffing model will allow for a transition to Emergency Medical Dispatching (EMD)
- Improved management reporting and analysis capabilities;
  - Moving to a shared and common technology platform will both streamline data processing and make data retrieval and analysis more consistent and robust.
- Recognition of non-emergency functions as related to staffing requirements in each community;
  - The consolidated staffing model should be able to accommodate the majority of current non-dispatch/non-emergency functions. The continuation of any particular function will be a shared management decision.
- Improved ability to respond to Freedom of Information Act requests; and, improved ability to comply with State and Federal requirements.
  - More adequate dispatch staffing levels and improved and shared data systems will support responding to FOIA requests and compliance with governmental requirements.

## 2 Current Dispatch Analysis

This section defines the dispatch operations and communications environment as they exist today in each of the three Villages. Descriptions of the current operations for each of the localities involved in this study (La Grange, La Grange Park, and Western Springs) are provided and the duties performed by the dispatch staff of the centers are reviewed.

The study participants are three west suburban communities in the Metro Chicago area of Illinois. The total population for the communities in this study was approximately 42,000 in 2010, according to the U.S. Census Bureau.

**Table 2-1  
Population**

Village	2010 Census
LaGrange	15,550
LaGrange Park	13,579
Western Springs	12,975
<b>Total</b>	<b>42,104</b>

### 2.1 Village of La Grange

The Village of La Grange dispatch center dispatches the Village's Police and Fire departments, and is the primary answering point for wireless and wireline 911 calls originating from inside the Village.

#### 2.1.1 Current Organizational Structure and Governance

The dispatch center and its employees (dispatchers) are part of the Village of La Grange Police Department. It falls within the organizational structure of the Police Department and the dispatchers are supervised by the Administrative Lieutenant and Sergeant who are sworn officers. All of the dispatchers are non-sworn employees. The Police Department does not have in house IT support but contracts with AIS for this service.

#### 2.1.2 Inventory of the Existing Systems and Equipment

Positron Viper CPE, Positron Power MAP Geofile, Valor CAD and PD RMS, Firehouse Fire RMS, Eventide VR725 logging recorder, Motorola MCC5500 radio consoles, Northern Telecom Northstar PBX. The La Grange PD uses mobile data, but it is not connected to the CAD. The dispatch furniture is provided by Watson.

The police radio system is shared with La Grange Park and Western Springs. La Grange Park maintains the repeater and comparator, and connects via console bridge to La Grange. The radio system is a VHF repeater with 7 satellite receive sites.

Fire Radio Systems – Each Fire Department currently operates on the same frequency and transmits locally from a base station that is located at each of the three Fire/Police facilities. This is a very low tech system that currently results in some areas of the Villages where radio coverage may be less than satisfactory for Fire Operations purposes. While the mitigation of this existing condition and concern is a separate issue to consolidation, it would be logical for a suitable resolution to be implemented as a part of the consolidation

initiative. At a minimum, connectivity will need to be addressed regarding the current fire radio systems so that each of the current transmitters can be activated from La Grange PD. Connectivity between the three centers is already an identified issue and whatever solution is selected should be able to also accommodate this connectivity requirement. If a coverage deficiency is verified, there are a number of improvements to transmit antenna location that can be considered all at a relatively modest cost. Another option could be to consider a repeater for the Fire frequency, but the viability of that option would need to be verified.

### 2.1.3 Staffing Levels

Dispatchers operate on three eight-hour shifts, with one-to-two dispatchers on-duty during the day and afternoon shifts and one on-duty during the night shift. The center employs six full-time dispatchers and two part-time dispatchers. Relief is sometimes provided by officers.

### 2.1.4 Compensation

Effective May 1, 2013 annual entry pay for dispatchers starts at \$43,092 and the top step is \$61,439 after 12 years of satisfactory performance. Sick leave is accrued at one day per month and vacation time is accrued by years of service as follows: 1 to 5 years accrues .83 days per month, 6 to 13 days accrues 1.25 days per month, 14 to 19 years accrues 1.66 days per month and 20 years and more accrue 2.08 days per month. They are provided with official polo type shirts, sweaters and sweatshirts as designated by the Department at no cost to the employee and replaced when it is determined to be unserviceable. They belong to the IMRF state retirement. There is no dispatch supervisor position, as supervision is performed by the Police Department's Administrative Lieutenant and Sergeant as mentioned earlier. The dispatchers are represented by the FOP Union, along with the police officers. The Department's FY2013 budget for dispatch personnel costs (salaries and wages, overtime, fringe benefits, and holiday pay) is \$490,493.

### 2.1.5 E911 and Administrative Call Volumes

There were 15,128 police calls for service and 1,879 fire and medical calls in 2012. The exact number of E911 calls was not captured for 2012, but that call statistic feature will be programmed to capture this information in the future.

### 2.1.6 Call Processing Statistics

See Section 2.1.5

### 2.1.7 Training and Quality Assurance Practices

Training consists of LEADS on line and an in house training program.

### 2.1.8 Budget Data

- FY2012 actual: \$479,792 for personnel services, \$101,114 for maintenance and operations, \$85,543 for capital expenditures.
- FY2013 budgeted: \$490,493 for personnel services, \$122,500 for maintenance and operations, \$113,843 for capital expenditures.

### 2.1.9 Technology in Use

Please see Section 2.1.

### 2.1.10 Technology Being Considered

The fire department is using mobile CAD features and this is an area of enhanced capabilities that the police department is also interested in.

### 2.1.11 Facilities

AECOM visited the Village of La Grange dispatch center and documented it during the assessment period of this study. During our site visits, we assessed and rated the center on twenty-one different attributes.

#### 2.1.11.1 Dispatch Center Size – Good – Sufficient for current and future operations

The dispatch center has sufficient space to house comfortably the dispatchers, call-takers, management and supervision, and technical support for the current dispatch operation.

#### 2.1.11.2 Dispatch Center Condition – Good – Space is neat and organized

The Dispatch Center is neat and clean. The area is organized and the positions are laid out in order to improve communications with each other, and to view security monitors and incoming foot traffic.

#### 2.1.11.3 Equipment Area Size – Good – basement space for equipment was sufficient

The dispatch center has sufficient space to house comfortably the equipment used to support the current dispatch operation as well as space for expected growth. There is sufficient space for radios, telephones, and computers.

#### 2.1.11.4 Equipment Area Condition – Good – Neat, accessible and organized

The equipment area is neat and clean. The equipment is installed in an area that will protect personnel and data assets. The equipment area is designed to extend the longevity of equipment. The equipment room is locked and secured in order to prevent unauthorized access. Access to equipment enclosures is unobstructed. Equipment room provides surge protection, fire protection, and equipment grounding.

#### 2.1.11.5 Expansion Capability – Good – Ample space to expand equipment

The Center has sufficient unused space or the facility is designed in such a way as to be expandable both in aspects of dispatching area and equipment space.

#### 2.1.11.6 Radio Console System – Good – Motorola MCC 5500

The Console system adequately interfaces with and supports the radio system. Dispatchers easily operate the console system features. All controls and information readouts are clear and easily understood. The system supports headsets, foot controls, select and unselect audio, and/or other modern features.

**2.1.11.7 Computer Aided Dispatch System – Good – Valor CAD System**

The CAD system adequately interfaces and supports the records management system. The dispatchers easily operate the system features. All controls and information readouts are clear and easily understood. The technology makes the dispatch and call taking easier and not more difficult. The system aids the dispatcher and call takers in answering calls, event locations, unit selection, report and incident numbering, and associative needs.

**2.1.11.8 9-1-1 System – Good - Positron Viper 5.2**

The 9-1-1 telephone system (CPE) operates seamlessly all in-coming 9-1-1 calls and out-going transfers. All controls and information are easy to read and understandable. The system requires few buttons pushes in operations and is expandable to accommodate consolidation.

**2.1.11.9 PBX/Administrative Telephone System – Good - Northstar**

The PBX telephone system operates seamlessly with all in-coming administrative calls and all out-going telephone lines. All controls and information are easy to read and understandable. The system requires few button pushes in operations.

**2.1.11.10 Dispatch Workstation Furniture – Good – Watson Furniture**

The furniture is a full featured design. The design allows raising and lowering the work positions, tilting work surfaces, management of the required cables and power cords. The design of the furniture assists the dispatcher and call takers with a convenient and comfortable layout.

**2.1.11.11 Lighting – Good**

The dispatch center is lighted in such a manner as to improve the operating environment. This includes individual controlled task lighting, natural light and/or windows, non-glare, and in-direct lighting.

**2.1.11.12 Heating, Ventilating, and Air Conditioning (HVAC) - Good**

The dispatch center has an effective heat and air conditioning system that provides for a wide range of conditions. Humidity is controlled. There is sufficient movement of air and infusion of fresh air to allow the dispatch area to have a non-stuffy atmosphere. The equipment space is maintained at the recommended temperature and humidity levels.

**2.1.11.13 Reliability – Good – No reports of equipment failures**

The systems that support the dispatch operation are reliable.

**2.1.11.14 Generator – Good – Cummins 250 kW, Diesel, 470 Gallons Capacity**

The emergency generator for the dispatch center also provides adequate power for the entire public safety facility (Police and Fire). The generator is in a self-contained exterior enclosure. Automatic transfer switches, surge protection and other ancillary items are contained within the enclosure. The generator is load tested annually.

**2.1.11.15 Uninterruptable Power Supply (UPS) – Good – APC/Symmetra LX**

The uninterruptible power supply for the dispatch center provides adequate support for the emergency operations.

**2.1.11.16 Back-Up Provisions – Good – Strong back-up arrangements**

Currently the Villages back-up one another. In addition, La Grange has a back-up agreement in place with Brookfield.

**2.1.11.17 Maintainability – Good – Contractual maintenance**

In the rare occasions when a system or device fails the repairs are quickly begun and performed. Overall there is a high confidence level that systems are reliable and well maintained.

**2.1.11.18 Parking – Good**

The Dispatch center has easy outside parking access with mass transit and main thoroughfare access nearby. The parking area is shared by the bank but still has adequate parking for additional vehicles.

**2.1.11.19 Internal Facilities – Good**

The dispatch center is within the Police Headquarters which has adequate break areas and restrooms.

**2.1.11.20 Security – Good**

The dispatch center is designed with controlled access to the Center using locked doors. The exterior of the facility is well lighted and secure. The dispatch center has windows that are bullet resistant glass and is configured so they cannot be opened.

**2.1.11.21 Mapping Good – Positron Power MAP**

Each call taking and dispatch position has ready access to an integrated computerized mapping system that manages, analyzes, and displays all forms of geographically referenced information or location information in a timely manner.

**2.1.12 Stakeholder Perspectives**

La Grange is opened minded about understanding the merits of a consolidated dispatch. They are not currently providing EMD but would be interested in providing this service to the community. They are also interested in some of the features that New World CAD could provide in a consolidated center.

**2.1.13 Non-Dispatch Tasks Performed by Employees**

- Monitors alarms – some directly connected, others phoned in. There is also a water flow rate alarm from the water department.
- The Village of La Grange requires residents and visitors to get permission before parking on the streets overnight. The dispatchers answer an administrative line for parking requests, and keep a log of people permitted to park overnight.

- The dispatchers also answer administrative lines for the Police and Fire departments, and monitor prisoners via camera. Also monitor several other cameras. There are walkups after hours / at night, do bonds (cash or credit), pet fees.
- Dispatches Public Works Department
- Maintains commercial business listing and bicycle cards.

## 2.2 Village of La Grange Park

The Village of La Grange Park dispatch center dispatches the Village's Police and Fire Departments, and is the primary answering point for wireless and wireline 911 calls originating from inside the Village.

### 2.2.1 Current Organizational Structure and Governance

The Village of La Grange Park dispatch center and its employees (dispatchers) are part of the Village of La Grange Park Police Department. It falls within the organizational structure of the Police Department and the dispatchers are supervised by the Deputy Chief. All of the dispatchers are non-sworn employees. The Police Department does not have in house IT support but contracts with AIS for this service.

### 2.2.2 Inventory of the Existing Systems and Equipment

The CPE and radio consoles are Moducom and they currently do not use a CAD system. The RMS is PIMS which is a state system and La Grange Park is the last user on that system. The logging recorder is an Eventide VR725 and they use Panasonic mobile data computer in the PD vehicles via IPSAN (state network). The Fire Department has FirePrograms RMS and connects using Verizon aircards.

The Police radio system is shared with La Grange and Western Springs. The radio system is VHF repeater with 7 satellite receiver sites. La Grange Park maintains the repeater and a comparator.

Fire Radio Systems – Each Fire Department currently operates on the same frequency and transmits locally from a base station that is located at each of the three Fire/Police facilities. This is a very low tech system that currently results in some areas of the Villages where radio coverage may be less than satisfactory for Fire Operations purposes. While the mitigation of this existing condition and concern is a separate issue to consolidation, it would be logical for a suitable resolution to be implemented as a part of the consolidation initiative. At a minimum, connectivity will need to be addressed regarding the current Fire radio systems so that each of the current transmitters can be activated from La Grange PD. Connectivity between the three centers is already an identified issue and whatever solution is selected should be able to also accommodate this connectivity requirement. If a coverage deficiency is verified, there are a number of improvements to transmit antenna location that can be considered all at a relatively modest cost. Another option could be to consider a repeater for the Fire frequency, but the viability of that option would need to be verified.

### 2.2.3 Staffing Levels

Center employs four full-time dispatchers. Three shifts of one each and one relief dispatcher.

Police Officers are typically used to fill in when needed, and this amounts to approximately 1200 hours per year of officer time allocated towards dispatching.

#### **2.2.4 Compensation**

Entry pay for dispatchers is \$37,232 annually and tops out at \$44,283 annually in four years. There is no dispatch supervisor position. The dispatchers are not unionized and all of the village's dispatchers belong to the state IMRF retirement system.

#### **2.2.5 E911 and Administrative Call Volumes**

There were 3,873 total 911 calls received. Their system cannot provide historical data other than the last 12 months rolling totals; this data would have been from November 2011 – November 2012.

There were also 22,887 admin calls. In 2012 there were 7,509 dispatched and self-initiated police calls for service and 1,928 fire and EMS calls for service.

#### **2.2.6 Call Processing Statistics**

See above Section 2.2.5.

#### **2.2.7 Training and Quality Assurance Practices**

LEADS on line training and in house training.

#### **2.2.8 Budget Data**

The FY2012 actual is \$236,745 for personnel services and \$54,930 for maintenance and operations, \$0 for capital expenditures. The FY 2013 budgeted is \$241,719 for personnel services, \$92,500 for maintenance and operations, and \$72,500 for capital expenditures.

#### **2.2.9 Technology in Use**

See Section 2.2.

#### **2.2.10 Technology Being Considered**

CAD/RMS

#### **2.2.11 Facilities**

AECOM visited the Village of La Grange Park dispatch center and documented it during the assessment period of this study. During our site visits, we assessed and rated the center on twenty-one different attributes.

##### **2.2.11.1 Dispatch Center Size – Fair – Sufficient for current operation**

The dispatch center has sufficient space to house comfortably the current dispatch operations but has limited or no room for growth.

**2.2.11.2 Dispatch Center Condition – Good**

The Dispatch Center is neat and clean. The area is organized and the positions are laid out in order to improve communications with each other, and to view security monitors and incoming foot traffic.

**2.2.11.3 Equipment Area Size – Good**

The dispatch center has sufficient space to house comfortably the equipment used to support the current dispatch operation. There is sufficient space for radios, telephones, and computers.

**2.2.11.4 Equipment Area Condition – Fair**

The equipment area is neat and clean. The equipment is installed in an area that will protect personnel and data assets. The equipment area is designed to extend the longevity of equipment. The equipment room is locked and secured in order to prevent unauthorized access. Access to equipment enclosures is unobstructed. Equipment room provides minimum surge protection, fire protection, and equipment grounding. However, there is some water damage evidence on the wall in the equipment area that causes some concern.

**2.2.11.5 Expansion Capability - Fair**

There is room to expand equipment; however, there is no space in current dispatch area for dispatch operations expansion.

**2.2.11.6 Radio Console System – Good - Moducom**

The Console system adequately interfaces with and supports the radio system. Dispatchers easily operate the console system features. All controls and information readouts are clear and easily understood. The system supports headsets, foot controls, select and unselect audio, and/or other modern features.

**2.2.11.7 Computer Aided Dispatch System - None**

La Grange Park does not utilize a CAD system but are interested in adding this technology.

**2.2.11.8 9-1-1 System – Good - Moducom**

The 9-1-1 telephone system (CPE) operates seamlessly all in-coming 9-1-1 calls and out-going transfers. All controls and information are easy to read and understandable. The system requires few buttons pushes in operations.

**2.2.11.9 PBX/Administrative Telephone System – Good – Electra- Elite 192**

The PBX telephone system operates seamlessly with all in-coming administrative calls and all out-going telephone lines. All controls and information are easy to read and understandable. The system requires few buttons pushes in operations.

**2.2.11.10 Dispatch Workstation Furniture – Good**

The furniture is sufficient for operation and is well spaced.

**2.2.11.11 Lighting - Fair**

The dispatch center in general has good lighting but could use task lighting as well.

**2.2.11.12 Heating, Ventilating, and Air Conditioning (HVAC) - Good**

The dispatch center has an effective heat and air conditioning system that provides for a wide range of conditions. There is sufficient movement of air and infusion of fresh air to allow the dispatch area to have a non-stuffy atmosphere. There is also a dedicated wall unit in addition to the general HVAC.

**2.2.11.13 Reliability - Good**

The systems that support the dispatch operation are reliable with no reports of equipment failures.

**2.2.11.14 Generator – Good – 45 KW Onan**

The emergency generator for the dispatch center provides adequate support for the operations; however, it only has a 25 gallon fuel tank.

**2.2.11.15 Uninterruptable Power Supply (UPS) – Good – Chloride CP-3000**

The uninterruptible power supply for the dispatch center provides adequate support for the emergency operations.

**2.2.11.16 Back-Up Provisions – Good – Strong back up arrangements**

Currently the Villages back up one another.

**2.2.11.17 Maintainability- Good - Contractual Maintenance**

In the rare occasions when a system or device fails the repairs are quickly begun and performed. Overall there is a high confidence level that systems are reliable and well maintained.

**2.2.11.18 Parking - Good**

The Dispatch center has easy outside parking access at the facility.

**2.2.11.19 Internal Facilities - Good**

The dispatch center is designed with adequate break areas and restrooms. However, the break room was not near the dispatch area.

**2.2.11.20 Security – Fair**

The dispatch center is designed with controlled access to the center using combination locks and bullet resistant glass. However, the dispatch center personnel respond to the needs of the public at the walk up counter which makes this dispatch center very open.

**2.2.11.21 Mapping – Good – Moducom Ultracom 2000**

Each dispatch position has ready access to computerized mapping.

### 2.2.12 Stakeholder Perspectives

La Grange Park is open minded to understand the merits of consolidation. They are concerned about the dispatching that is provided for the Fire Department when a police officer relieves the dispatcher as fire dispatching is unique and requires special skills. They also have a desire to implement EMD and provide this life-saving service to the community.

La Grange Park has a need to implement a CAD system and a new RMS. The current RMS is outdated and cumbersome to use. It is a state system and La Grange Park is the last user on the system. The PD responds to an increasing number of FOIA requests, and the current RMS makes this difficult.

Pro-consolidation, but concerned about cost and may be politically challenging.

### 2.2.13 Non-Dispatch Tasks Performed by Employees

- Monitors and answer alarms
- The Village of La Grange Park requires residents and visitors to get permission before parking on the streets overnight. The dispatchers answer an administrative line for parking requests, and keep a log of people permitted to park overnight.
- The dispatchers also answer administrative lines for the Police and Fire departments, and other Village departments after hours.
- Conduct prisoner checks and matron duty.
- They have a walk-up window where citizens can do numerous tasks such as buy vehicle tags, animal and bicycle licenses, report lost/found animal and numerous other customer service functions. For the month of September 2013 there were 692 citizen contacts at this window.
- Maintains commercial business listing and maintain a petty cash drawer.
- Dispatches Public Works and the Building Inspector.

## 2.3 Village of Western Springs

The Village of Western Springs dispatch center dispatches the Village's Police and Fire Departments, and is the primary answering point for wireless and wireline 911 calls originating from inside the Village. The Police Department is a CALEA accredited agency which currently includes their dispatch operations.

### 2.3.1 Current Organizational Structure and Governance

The Western Springs dispatch center is part of the organizational structure of the Police Department and is supervised by a sworn officer. Western Springs is the only village that provides IT support in-house.

### 2.3.2 Inventory of the Existing Systems and Equipment

Western Springs CPE equipment is an AT&T switch, TCI Tel Control Invision 2 operator equipment which has reached end of life. The CAD system is a New World Aegis CAD and PD RMS is New World Aegis. The Fire Department RMS is Firehouse and they have Motorola CentraCom Elite radio consoles. The logging recorder is Nice Scenario Replay and the PBX is Avaya IP Office. Chief, deputy chief, and lieutenants get CAD alerts on their smartphone (this is done by 'assigning' their phones to a call).

The Police radio system is shared with La Grange Park and La Grange. La Grange Park maintains the repeater and comparator, and connection is via console bridge to La Grange Park. The radio system is a VHF repeater with 7 satellite receiver sites.

**Fire Radio Systems** – Each Fire Department currently operates on the same frequency and transmits locally from a base station that is located at each of the three Fire/Police facilities. This is a very low tech system that currently results in some areas of the Villages where radio coverage may be less than satisfactory for Fire Operations purposes. While the mitigation of this existing condition and concern is a separate issue to consolidation, it would be logical for a suitable resolution to be implemented as a part of the consolidation initiative. At a minimum, connectivity will need to be addressed regarding the current Fire radio systems so that each of the current transmitters can be activated from La Grange PD. Connectivity between the three centers is already an identified issue and whatever solution is selected should be able to also accommodate this connectivity requirement. If a coverage deficiency is verified, there are a number of improvements to transmit antenna location that can be considered all at a relatively modest cost. Another option could be to consider a repeater for the Fire frequency, but the viability of that option would need to be verified.

### **2.3.3 Staffing Levels**

The center employs four full-time dispatchers and three part-time dispatchers, all civilian. They operate on 12 hour shifts. The Community Service Officer (CSO) is also the dispatch supervisor. The supervisor/CSO fills in on dispatching as needed.

### **2.3.4 Compensation**

Western Springs dispatch is not unionized and starting pay for dispatchers is \$33,800 annually and tops out at \$46,051 annually. Each dispatcher receives a \$475 uniform allowance annually. They belong to the IMRF state retirement.

### **2.3.5 E911 and Administrative Call Volumes**

There were 3,930 total 911 calls received in 2011. 36,500 administrative calls received.

### **2.3.6 Call Processing Statistics**

See above Section 2.3.5

### **2.3.7 Training and Quality Assurance Practices**

The training period for full-time employees is three months and completing LEADS on line training. For part time employees, the training period is adjusted due to the limited hours worked.

### **2.3.8 Budget Data**

- FY2012 actual: \$277,096.65 for personnel services, \$213,056 for operations and maintenance, and \$0 for capital expenditures. Total FY2012 actual: \$490,152.65.
- FY2013 budgeted: \$295,162 for personnel services, \$189,300 for operations and maintenance, \$0 for capital expenditures. Total FY2013 budgeted: \$484,462.
- Note: The capital expenditures above for Western Springs 911 do not include some related expenditures for technical equipment that is captured in the IT budget.

### 2.3.9 Technology in Use

See Section 2.3.2.

### 2.3.10 Technology Being Considered

- Mobile CAD upgrade to CAD system. Current CPE is reaching 'end of life,' but don't want to upgrade until they can be sure they're getting something nextgen compliant.
- Interested in Dispatch having the ability to monitor fireground channels. Waiting for results of study – will move forward with procurement if there is no consolidation. Want ability to open station from dispatch center and monitor wireless alarms.

### 2.3.11 Facilities Assessment

AECOM visited the Village of Western Springs dispatch center and documented it during the assessment period of this study. During our site visits, we assessed and rated the center on twenty-one different attributes.

#### 2.3.11.1 Dispatch Center Size – Fair

The dispatch center has sufficient space to house comfortably the dispatchers for current operations.

#### 2.3.11.2 Dispatch Center Condition - Good

The Dispatch Center is neat and clean. The area is organized and the positions are laid out in order to improve communications with each other, and to view security monitors and incoming foot traffic.

#### 2.3.11.3 Equipment Area Size - Good

The dispatch center has sufficient space to house comfortably the equipment used to support the current dispatch operation as well as space for growth in both equipment areas.

#### 2.3.11.4 Equipment Area Condition - Good

The equipment area is neat and clean. The equipment is installed in an area that will protect personnel and data assets. The equipment area is designed to extend the longevity of equipment. Access to equipment enclosures is unobstructed. Equipment room provides surge protection, fire protection, and equipment grounding.

#### 2.3.11.5 Expansion Capability – Fair

There is ample space to expand equipment but not space in the current dispatch area to expand. There are other areas of the facility that offer room for dispatch operations if needed.

#### 2.3.11.6 Radio Console System – Good – Motorola CentraCom Elite

The Console system adequately interfaces with and supports the radio system. Dispatchers easily operate the console system features. All controls and information readouts are clear and easily understood. The system supports headsets, foot controls, select and unselect audio, and/or other modern features.

**2.3.11.7 Computer Aided Dispatch System – Good – New World CAD System**

The New World CAD system adequately interfaces and supports the records management systems and is upgradeable to add Mobile CAD which has State approved Crash reporting. The dispatchers easily operate the system features. All controls and information readouts are clear and easily understood. The technology makes the dispatch and call taking easier and not more difficult. The system aids the dispatcher and call takers in answering calls, event locations, unit selection, report and incident numbering, and associative needs. The system is designed for single entry and automation when possible to allow work activities to be completed more efficiently.

**2.3.11.8 9-1-1 System - Poor**

The 9-1-1 telephone system (CPE) has reached end of life and must be replaced soon.

**2.3.11.9 PBX/Administrative Telephone System – Good – Avaya**

The Avaya PBX IP telephone system operates seamlessly with all in-coming administrative calls and all outgoing telephone lines. All controls and information are easy to read and understandable. The system requires few button pushes in operations.

**2.3.11.10 Dispatch Workstation Furniture – Good**

The furniture is sufficient for operations and well-spaced.

**2.3.11.11 Lighting – Good**

The dispatch center is well lighted but could use some task lighting.

**2.3.11.12 Heating, Ventilating, and Air Conditioning (HVAC) - Good**

The dispatch center has an effective heat and air conditioning system that provides for a wide range of conditions. There is sufficient movement of air and infusion of fresh air to allow the dispatch area to have a non-stuffy atmosphere. The equipment space is maintained at the recommended temperature and humidity levels.

**2.3.11.13 Reliability – Fair**

The systems that support the dispatch operation shall have no reports of recurring failure but the CPE is approaching end of life.

**2.3.11.14 Generator – Good**

There are two emergency generators for the facility. An Onan diesel generator and a natural gas generator will provide adequate support for the operations.

**2.3.11.15 Uninterruptable Power Supply (UPS) – Good**

The uninterruptible power supply for the dispatch center provides adequate support for the emergency operations.

**2.3.11.16 Back-Up Provisions - Good**

The Villages back one another up but Western Springs first back-up is La Grange.

**2.3.11.17 Maintainability - Good**

In the rare occasions when a system or device fails the repairs are quickly begun and performed by in house IT or contractual maintenance. However, as mentioned before, the CPE is approaching end of life.

**2.3.11.18 Parking - Good**

The Dispatch center has easy outside parking access with mass transit and traffic access.

**2.3.11.19 Internal Facilities - Good**

The dispatch center has adequate break areas and restrooms.

**2.3.11.20 Security - Fair**

The dispatch center is very open to the public to facilitate walk-in traffic. However, the center does have bullet resistant glass and a transaction door. The building itself is unlocked at night with only the dispatch center open.

**2.3.11.21 Mapping - Good**

Each position has ready access to an integrated computerized mapping system through the CAD system that manages, analyzes, and displays all forms of geographically referenced information or location information in a timely manner.

**2.3.12 Stakeholder Perspectives**

Western Springs is open minded to the merits of consolidation. They view this as an opportunity to save money, enhance technology and service, and create a foundation for sharing additional services (police/fire) in the future.

**2.3.13 Non-Dispatch Tasks Performed by Employees**

- Monitors numerous cameras and answer alarms
- The Village of Western Springs requires residents and visitors to get permission before parking on the streets overnight. The dispatchers answer an administrative line for parking requests, and keep a log of people permitted to park overnight.
- The dispatchers also answer administrative lines for the Police and Fire Departments, and other Village Departments after hours.
- Conduct prisoner checks and matron duty.
- They have a walk-up window where citizens can do numerous tasks such as animal and bicycle licenses, report lost/found animal and numerous other customer service functions.
- Maintains commercial business listing and a senior citizen program where they call specific residences twice a day.

## 3 Technology Feasibility Analysis

### 3.1 CAD

There are currently two CAD platforms within the three Villages, New World and Valor. Both are reliable CAD systems but New World is one of only four, third party vendors approved through the State of Illinois to run CRASH reporting software, which would make this required activity more efficient to complete for field staff. New World also appears to have a more robust management reporting system. AECOM is recommending that the combined center should use Western Spring's New World CAD. The New World system is the most full featured of the current CAD systems in place and has the better expansion potential to accommodate the consolidated center and to offer new features that agency representatives felt would be beneficial. This CAD platform transition path will be more cost effective than alternatives such as selecting a new vendor; Western Springs staff is already familiar with it and are also very satisfied. This will require an upgrade to the CAD to allow the addition of the other two villages. The participating agencies have also expressed a strong desire to implement mobile data for all Police agencies and so our consolidation costing includes an upgrade of CAD to support Mobile CAD which will also provide the state approved Crash reporting. The cost of this upgrade would be \$320,000. This does not include the hardware for the additional dispatch position as there is the potential to re-use hardware from the two centers.

### 3.2 Police and Fire RMS

Combined center should use New World RMS for the village's police departments. Western Springs and La Grange fire departments use Firehouse for records; however La Grange will need its copy connected to CAD. La Grange Park uses Fire Programs. It would be advantageous for La Grange Park to move to Firehouse RMS for information sharing between the Villages and to simplify the data interfaces between the Fire RMS system and the shared CAD system under consolidation. The estimated cost for La Grange Park to purchase Firehouse is \$17,000.

Police records for La Grange and La Grange Park will need to be brought into Western Spring's RMS. How to best accomplish this will be part of the implementation phase activities, however, a data conversion cost is included in the overall consolidation one-time costs.

### 3.3 Voice and Data Radio

Currently, La Grange Park maintains repeaters for the shared police frequencies. La Grange and Western Spring's dispatch centers connect via console bridge to La Grange Park's dispatch center, which connects to the repeaters via telephone. The Police radio system is a VHF repeater with 7 satellite receiver sites. There is no plan to change this system during consolidation.

### 3.4 E911 Equipment

AECOM recommends using the Positron Viper 5.2 at the Village of La Grange. The system configuration will be upgraded to accommodate the other two Villages and additional position equipment will need to be purchased.

### 3.5 Dispatch Consoles

Currently La Grange has three dispatch consoles. AECOM is recommending that a fourth console be added for a consolidated center.

### 3.6 Intercom/Paging System

Currently Western Springs broadcasts all fire calls over the intercom at the fire stations. This is a desired feature for all Villages and could be accommodated in a consolidated center.

### 3.7 Logging Recorders

AECOM recommends using the Eventide logging recorder currently in use at La Grange.

### 3.8 Network and Infrastructure

Western Springs has some network infrastructure in place already such as conduit under the Rail Road. If fiber can be connected with a reliable/redundant network connection to La Grange the CAD system could remain at Western Springs. Additional administrative lines will need to be brought in from Western Springs and La Grange Park. An estimated cost of \$75,000 has been provided by Western Springs IT staff to install a looped fiber connection between the three Police facilities if the school system shares in some of the cost. This cost will be higher if this would not be a joint project with the school district, and actual cost will depend of how costs are shared and managed.

### 3.9 Mobile Communications

All communities have expressed the desire to use a mobile CAD.

### 3.10 State and Federal Interfaces (LEADS, NCIC, Alerts, IWIN)

The Village of La Grange currently has interfaces in place to interface with State and Federal law enforcement databases. This is a cost of \$735 a month. By having a consolidated dispatch center this could reduce this cost for the Villages by about 2/3 as currently each Village pays the monthly connection fee.

### 3.11 Video Equipment

There is a desire to connect the two Police Department lobby areas at Lagrange Park and Western Springs to the new consolidated Dispatch center. There are many different ways to do this and the best method of doing so will be determined after a building connectivity solution is decided upon. Any related costs should be modest and easily covered within the project contingency.

### 3.12 Alarms and Alarm Monitoring

La Grange Park has equipment to receive radio alarms and all three Villages currently receive alarm calls on 7-digit numbers.

### 3.13 Livescan

Livescan is in use at La Grange and is a digital booking system.

### 3.14 GIS Capabilities

GIS for the consolidated 911 center will be provided through the New World CAD. The County has digitized ArcView maps for the entire County so there should not be an issue to update CAD with maps for the other two Villages.

### 3.15 Emergency Resident Notification (Code Red) Fire/EMS Applications

Currently all three Villages use Code Red citizen notification system. AECOM recommends the three Villages maintain these systems at each Village as each Village uses these systems for various notifications, not just emergencies. An implementation action item will be working with this provider to ensure that the appropriate notifications can be initiated from the consolidated center..

### 3.16 Environmental Equipment

La Grange environmental equipment is sufficient to accommodate the expansion of one dispatch position.

### 3.17 Backup/Alternative Processing Site(s)

As mentioned earlier the three Villages' currently back up one another. La Grange has back-up plans and agreements in place with Brookfield, however, Brookfield could not sustain a back-up operation for an extended period of time should the consolidated center at La Grange become non-operational for any reasons. Therefore AECOM recommends that a back-up facility be maintained at Western Springs. Since Western Springs will likely be housing the CAD server, by installing a portable CPE "Viper on Wheels" the Villages could have a dependable three position back-up solution in place should the need arise. La Grange also has a 24' Command Trailer that can be used for dispatch operations if necessary if minor modifications to equipment were undertaken. Any costs for those modifications to that trailer are not part of the consolidation study report.

### 3.18 Radio System Interoperability

The Villages have interoperable radio communications with each other and Brookfield is also on the same Police frequency.

### 3.19 Fiber Optic Connections

Please refer to Section 3.9.

### 3.20 Other Public Safety Software

Currently all three Villages use CodeRed citizen notification software.

### 3.21 Provide Data Connectivity between Facilities.

Under the consolidation model being recommended within this report there will be an immediate and on-going need to have reliable and adequate data connectivity between the three Police facilities at La Grange, La Grange Park and Western Springs. There are several typical ways to provide this type of connectivity which is described below. In this case, due to some existing fiber facilities and fiber conduits, implementation of a fiber loop between the three facilities may be the best and most cost effective approach. The viability of this option and its ultimate cost is dependent on certain local conditions and some anticipated sharing of costs with the local school district for a related fiber project. The cost chart at the end of this section, therefore, provides cost ranges for all of the alternatives explained and should be used as a general guide to understanding the alternatives. As the fiber option does seem like it may be a good option in this case, the cost estimate for that, which has been provided by the Western Springs IT staff, is what is included in the consolidated center cost model.

#### 3.21.1 Fiber

The Village of Western Springs maintains a fiber network that could be expanded to create a fiber loop connecting the three police stations. Fiber is immune to interference and highly reliable on its own, but is susceptible to damage from construction activities. This can be mitigated by creating a fiber loop, so that communications can be routed around a cut fiber. While fiber is normally a very expensive option, the Village of Western Spring's existing fiber network, along with interest in fiber from the local school district, can be leveraged to make this both a reliable and affordable option. Villages-owned fiber would also provide significantly higher data rates than any of the other options. The cost estimate for the fiber loop in the table below was provided by Western Springs IT and is based on the premise that the cost would be shared with the local school district that is planning a similar fiber project. Actual costs will be higher if they cannot be shared or if the current fiber network and pathways cannot be used as part of this effort.

#### 3.21.2 Unlicensed Microwave

Also commonly referred to as point-to-point, solutions cover a wide range of prices, reliabilities, and data rates. Unlicensed spectrum is not protected, so interference can be a large issue. A system that works well now could perform poorly in several years as nearby people begin to use the same frequencies. There is some unlicensed spectrum reserved for public safety, which would greatly reduce – but not eliminate - the danger of

interference. Like licensed microwave, this solution requires antennas to have a clear line-of-sight path between each other. Because line-of-sight between antennas is required, detailed path studies will be necessary to determine the minimum antenna heights. Depending on the conditions, new poles or towers may be required as part of this solution.

### 3.21.3 Leased Lines

Leased lines are network connections between two points, provided by a local service provider. Leased line traffic does not traverse the public internet, instead remaining on the service provider's local network. Leased lines are available in a wide variety of data rates. This option is not as reliable as licensed microwave or a Villages-owned fiber loop, and the Villages will have a low amount of control over the network. Leased lines come with well-defined service agreements (guaranteed data rate and reliability levels) and good support from the service provider. While initial costs are low, leased lines normally incur expensive monthly fees. Leased line cost estimates below are a high estimate. If this option was selected costs would be refined after actual needs for leased services were scoped and specified.

### 3.21.4 Licensed Microwave

Licensed microwave is typically the most robust solution, and is often employed in public safety and cellular voice networks. Microwave path lengths (or hops) are typically 5-20 miles long, and provide a high data rate at 99.999% or better uptime. Interference is rarely an issue, as licensed microwave spectrum is carefully apportioned and controlled by the FCC. A microwave ring would provide a highly reliable network connection and would allow the villages to retain a high level of control over their network. However, licensed microwave is an expensive solution, and requires microwave dishes to have a clear line-of-sight path between each other. Because line-of-sight between antennas is required, detailed path studies will be necessary to determine the minimum antenna heights. Depending on the conditions, new poles or towers may be required as part of this solution.

### 3.21.5 VPN

The cheapest option would be to create a Virtual Private Network over the internet. Any high-speed internet connection would be suitable. However, this option is the least reliable, and cedes control of the network to the local internet service providers. While a VPN can be made secure, this is generally not an accepted practice for law enforcement traffic. This option is also only as reliable as the internet, making it the least reliable connectivity option. Technical support on troubleshooting network issues would also be worse than any of the other options. Internet service is often provided on a best-effort basis, with no guarantees of uptime, data rate, or latency/congestion, and varying degrees of technical support. This option has a low startup cost and incurs a low monthly fee. Currently Western Springs has ample Internet access at almost no cost.

**Table 3-1**  
**Opinion of Probable Cost**  
Connectivity Options

Equipment Cost Elements	Cost Opinion
Licensed Microwave Loop	\$175,000-\$375,000
Fiber Loop	\$75,000
Unlicensed Microwave Loop	\$50,000-\$125,000
Leased Lines	\$6,000-\$20,000/month + installation costs
Internet/VPN	\$300-\$600/month

## 4 Facility Requirements

All three Villages currently operate separate 911 Centers. AECOM agrees with the premise that the most logical and cost effective location for a consolidated center would be the current La Grange PD dispatch center. To accommodate the additional staff and to allow for a reasonable amount of additional capacity and flexibility within the new center our facilities recommendation includes adding a fourth dispatch position at La Grange. This will require some modest facility reconfiguration under this recommendation.

The consolidation study RFP included the following desired features and services that any new consolidated facility would be able to support. The comment after each bullet explains how a consolidated facility at La Grange PD could support each desired attribute. Some of these services are facility related and others are operational decisions.

- Primary 911 answering with Phase 2 Wireless and Enhanced (ALI/ANI) Wireline service
  - This is in place today and will remain so with appropriate modifications to the call routing process to reflect the consolidation.
- Police, fire and EMS radio dispatch and Computer Aided Dispatch (CAD) Services
  - The facility will support radio dispatch and will offer a shared CAD solution for all three communities.
- Provide after-hours telephone contact for residents of the member communities
  - After hours telephone contact is more of an operational issue. Both the facility and the technologies can accommodate and support this service.
- Provide monitoring of prisoners in an adjacent municipal jail facility, both in- person checks and audio/visual monitoring in compliance with Illinois Department of Corrections standards
  - Remote monitoring by video and audio is in place today in the La Grange PD center. In-person checks are an operational decision for management.
- Monitor certain video feeds from member communities, including possible cameras located at police facilities and other locations in the Villages including possible supplemental remote dispatch stations to be utilized in high volume call events.
  - This service can be accommodated in the new facility. What video to display and how to display it is an issue with both technology and operational components.
- Provide officials from the Villages with required reporting information such as call logs and other statistics
  - How to provide this is an operational issue. The new facility and technology platforms will be able to provide this information.
- Provide wireless point-to-point data communication between facilities.
  - Wireless point-to-point connectivity is not so much a facility issue but rather an issue of antenna placement, frequency availability, path availability and cost/value. Connectivity via fiber optic cable would be an alternative solution. The building connectivity issue is discussed in more detail within this report at the end of Section 3 – Technology Feasibility Analysis.
- Provide the capability to incorporate enhanced services such as NG 911 and Emergency Medical Dispatch.
  - The new consolidated facility will accommodate EMD. Future technologies such as the emerging and developing NG 911 services will need to be evaluated once they are defined as would any new technology being considered. We do not envision any facility driven limitations to considering new NG 911 technologies, but there may be other non-facility considerations such as band-width for connectivity and the impact on staffing for new services.

## 4.1 Facility Renovation/Reconfiguration Discussion

AECOM is recommending that a fourth dispatch position be added to the La Grange PD dispatch center as part of the transition to a consolidated center. There are several reasons for this recommendation; 1) As the new staffing model will recommend three on-duty dispatchers 24/7 a fourth position would be necessary to accommodate extra staff that might support a special event or significant critical incident. 2) A fourth position could also be used for some aspects of training 3) The fourth position would allow for the flexibility to shift on-duty staff to an alternate position in the case of an equipment failure at any one of the other three positions. 4) The fourth position would be able to accommodate some level of expanded workload and staffing that would come if other communities and agencies were to join the consolidated center.

To accommodate the fourth position the room will need to be reconfigured with some changes to wall location, electrical and HVAC, furniture and finishes.

If a new Director role is desired (AECOM recommends one) an office space will be necessary. The La Grange Police Chief has suggested that there is a space on the lower level of the La Grange PD building that was previously utilized by the DEA and that would be suitable to use as both office space, however, this space is not in close proximity to the dispatch center. Another option would be to repurpose the current bond room which is adjacent to the dispatch center and convert that to an office. This would be a better location.

The envisioned reconfiguration/renovation does not anticipate the need to change any external walls, any significant plumbing work, any asbestos mitigation or any other more significant renovation elements. As such, our cost estimate is based on approximately 400 square feet of reconfigured space with a per foot cost allowance of \$150/ square foot, for a total cost estimate of \$60,000. Actual costs may in fact prove to be lower. The most cost effective approach may be to engage limited support from an architectural firm for planning and scope and then to utilize a local general contractor for the work coordination.

The costs for new furniture, the new console and other miscellaneous equipment in these two areas are included separately within the relevant cost charts.

## 4.2 Municipal Lock-up Facilities

The anticipated solution would be for the Village of La Grange to house inmates for the three Villages, particularly after hours. La Grange has 9 cells which is adequate for the three Villages. If the operational model will be for the consolidated dispatch center staff to continue to provide some of the necessary in-person inmate monitoring this is the only location where that could be accomplished. However, if La Grange Park and Western Springs wanted the Consolidated E911 Center to remotely monitor prisoners at their jails this could be accomplished for a low cost that is captured in the contingency funding. This option alone would not satisfy the inmate monitoring requirements as we understand them. Another staff person would need to be in those other buildings anytime an inmate was being held. An inmate cannot be housed within a building that is not staffed.

## 4.3 Future Expansion

As discussed above with the addition of a fourth console/dispatch position the combined center will offer some capacity to accommodate periods of peak activity, special events, training and a spare back-up position within the center. This same fourth position could be used in the future if a fourth 24/7 on-duty dispatcher were to be

added to accommodate additional workload that could come with other communities joining the consolidated center. It may also be possible to accommodate a fifth dispatch position within this same general space through a second reconfiguration similar to the one detailed above. Beyond that, if this same dispatch space were to be used for a larger staff, exterior walls would likely need to be moved to accommodate any significant additional square footage needs. Any major expansion would also want to consider alternative space elsewhere within this building or another space altogether. As the space needs and staffing needs for future communities joining would be directly related to the scope of that effort a similar study would need to be conducted which would look at all of the aspects of any significant change in work load, staff count and related factors.

#### 4.4 Back-up Facility Requirements

At present La Grange PD has a back-up arrangement with Brookfield PD. The Brookfield Center has three console positions with little room to accommodate expansion. Using it as a short term back-up facility to the new consolidated center may be possible, however the space is not intended to accommodate significant additional staff and so there would be many limitations.

A better approach would be to consider maintaining the current dispatch space at Western Springs P.D. as the designated back-up/alternate dispatch facility under a consolidated model. Using this space as an alternate (back-up) center could be accommodated with minimal costs and could re-use existing consoles, equipment and connectivity. As mentioned earlier, small portable CPE could be purchased and installed at Western Springs for the 911 connectivity. If a third position were desired, a portable (suit-case like) third console could be acquired and set up either at Western Springs or at another location. Using Western Springs P.D. as a back-up/alternate dispatch facility is a low cost option that provides all of the essential elements and capabilities that are typically desirable in such a location.

Pleasantview Communications, a unit of Pleasantview Fire Protection District, located at Pleasantview Station 1 at 1970 Plainfield Road is a secondary PSAP for dispatching fire and EMS calls. It has two fully functional dispatcher/call-taker consoles. It was considered as a back-up location but logistically may not be practical. There is not connectivity between the Villages and Pleasantview so this would require additional significant cost for connectivity by fiber, microwave or other means. However, redundant equipment could be purchased for that location but that would also be costly. There would also be a cost for the space and utilities and would require a second intergovernmental agreement between the Consolidated 911 Center and Pleasantview. This is a possible alternate location, but less desirable for the reasons stated.

## 5 Staffing Analysis, Organizational Structure and Human Resources Recommendations

This section considers and analyzes staffing level needs, organizational structure and related Human Resources issues for a consolidated center.

### 5.1 Staffing Analysis

Determination of appropriate dispatch center staffing levels is a multifaceted effort. The process can be very involved and entail the use of complex staffing formula's or it can be a more straightforward assessment of 24/7 position and operational needs. The more complex analysis is appropriate where larger centers are being studied, where centers that are very disparate in size are involved, when there is available detailed call volume distribution data that can be analyzed, or when there is a circumstance where current staffing levels are thought to be inadequate. In this study detailed hour-by-hour call volume distribution data was not available for all three centers and there was a difference in the type of data available from center to center. This was not an issue, however, in that the staffing recommendations here are aligned more with service level enhancements and the opportunities that come with a consolidation of existing staff from three locations into one.

The total combined center activity and workload under consolidation will be very similar to the current activity levels under three centers. The populations served, number of total incidents handled and number of field staff supported will not change.

One significant operational factor that will change is the desired transition to and enhanced service of Emergency Medical Dispatching (EMD). Under the EMD model a dispatcher assigned to a medical call uses an EMD information database and program to support a process which can involve a series of questions and instructions that are asked of and provided to a caller. The intent is to gain incident information that can help facilitate assistance and engagement to resolve the medical issue or support the efforts of the responding units. These exchanges can be simple and short or more involved and time consuming. That possibility requires that the assigned dispatcher have the ability to stay with that call and process as training and procedures dictate. Thus, to use EMD, it is important that there be enough staff on duty to allow the assigned dispatcher to focus on and stay with the EMD incident as long as it takes. In a center where only one dispatcher is on duty at a time this would not always be possible as other duties would still need to be accomplished and could create conflicts. In a center with at least two, and preferably three on-duty dispatchers, this focused attention to EMD calls can be accommodated. The staffing model being recommended supports a transition to EMD.

Another positive aspect of a consolidated model, and a component of this recommendation, is the ability to provide on-duty dispatch supervision within the center 24/7 while not increasing total staff levels. Our recommendation includes creating the new role of "Lead dispatcher" and filling five positions to allow for 24/7 supervision. This would be a working supervisor who would also handle normal calls and activity when activity levels dictated that engagement. The "Lead Dispatcher" would also provide on-duty supervisory oversight and mentoring to other dispatchers, facilitate and provide training, and serve as Communications Training Officers (CTO's) if desired by management. Current supervisory duties are provided by sworn Police shift supervisors and management staff would no longer be necessary, thus freeing up those resources for the duties that they would more typically be assigned to. Having trained Dispatch Supervisors providing direct supervision within

the consolidated center would also enhance the level of function specific knowledge that the supervisors have regarding the work being monitored. The cost analysis envisions paying lead dispatchers 10% more than line dispatchers.

Another advantage of the consolidated staffing model being recommended is that it will address and resolve the concern identified during staff interviews regarding the current practice within the three separate centers of occasionally using sworn patrol or management staff to provide breaks or to fill entire shifts in dispatch. The stated concern, which is valid, is that in this circumstance sworn staff who may have little or no specific training regarding dispatching and who may not be familiar with the functional areas of the Fire or Emergency Medical Services are at a disadvantage and as a result depending on the incident and circumstances service level provision could suffer. With the consolidated model and a three person 24/7 dispatch staffing recommendation, the consolidated center should be able to provide their own breaks with internal staff and there should be adequate staff (at full staffing) to fill all required shifts with trained dispatchers.

The following charts detail current separate center staffing and the recommended staffing model for a consolidated center. With the exception of the new position of Director, the total number of Full Time Equivalent (FTE) dispatch positions remains the same as it is today. The model also accommodates the continuation of the Part-time dispatcher role. The number of part-time dispatchers will vary based on expected hours worked per person. Two 50% part-time staff could equal one FTE position or three 33% part-time staff could do the same. It is a flexible model, however, the utilization of part-time staff does bring with it some additional training and proficiency challenges.

**Table 5-1  
Consolidation**

Villages 911 Consolidation		
	On Duty	Total
911 Director		1
Lead Dispatcher	1	5
Communications Officers	2	
Communications Officers - Full Time		8
Communications Officers - Part Time		4
<b>Total</b>	<b>3</b>	<b>18</b>

**5.1.1 Support Functions**

The following section describes how support services can be provided under the recommended organizational structure and facility location. Part of the Inter-Jurisdictional Agreement development process should include a discussion and explanation of how all support services will be provided and funded. Typical options for a consolidated agency this size would include utilizing the support staff of one or more of the participating municipalities, hiring independent staff (not recommended here) or contracting with third party providers for support services. The most cost effective and most efficient way of providing for services such as: Technical Support, HR Support, Clerical/Fiscal Support, and Facility support would be to investigate the possibility of obtaining these limited services from La Grange staff or perhaps from staff at one of the other municipalities, as in this case the drive distances are not significant. These services could be provided on a shared and pro-rated cost basis, on a fee basis, or a municipality could be given a "credit" towards their proportion of center funding. Western Springs is the only entity that currently has in-house IT staff providing support. This is a good method of providing this type of unique support for public safety operations systems which can be different from more generic IT support needs. If, however, the scope and level of support were to be expanded

for the new consolidated center it may also require that an additional staff person be hired by Western Springs. The cost effectiveness and operational benefits, for this approach and for alternative approaches, would need to be analyzed during the implementation phase as an action item.

The aspects of quality assurance would be provided both internally through center supervisory and management staff, and through the oversight of the governance Board and Operational Advisory Committee. An external annual financial audit process should be established if a separate governance structure and budget is developed.

Training would be another internal function, with training provided in-house and available externally through state and regional resources.

Cost estimates for the above services are included in the consolidated center operating budget projections.

### 5.1.2 Non-Dispatch/Non-Emergency Functions

The continuation of any desired non-dispatch/non-emergency functions is primarily an operational decision that will need to be decided jointly by the team who will be assigned to work on the consolidated dispatch implementation plan. In general, if staffing levels allow, this is really a shared management discussion and decision as to what the most efficient and effective service provision plan would be under the consolidated center. Our interviews did not identify any unusual or cumbersome tasks that staffs in the current centers are performing now and which would merit specific discussion here. Functions and services that are typically continued are those which apply globally to the dispatch function or to all agencies. Services that may be considered for discontinuation are those which impact or benefit only one participating agency. There is room for some operational leeway and more than one iteration when it comes to how to address these small but sometimes important tasks that have traditionally been accomplished by a standalone center. An attempt should be made to establish a new reasonable starting baseline of services, with the ability to adjust based on some actual experience under the new consolidated model. It is important to include both staff from the legacy Police and Fire Agencies in this discussion, but also representatives of the new centers line and supervisory staff plus the new Director. These decisions are best arrived at in a collaborative fashion with all stakeholders represented in the discussion.

All of the Village's dispatchers perform a multitude of administrative tasks, and consolidation may affect the ability of a consolidated center to perform all tasks. The communities in the three Villages reflect the fact that dispatchers in the villages perform a myriad of duties. None are outside of the norm and are similar to the tasks performed across the nation. Some of these tasks are:

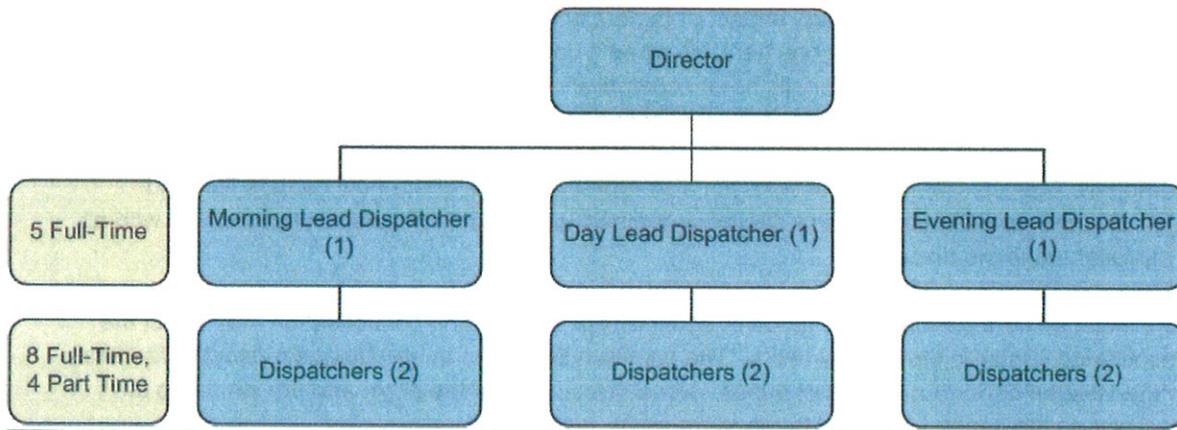
- Administrative telephone calls
- Village Public Works contact
- Citizen Walk ups
- Issue licenses and permits, including collecting fees
- Citizen Emergency refuge
- Domestic situation and drop off of children for court imposed custody
- Some Lock-up supervision
- Writing initial reports
- Maintain Village keys
- Parking records and contact

One of the aspects of consolidation efforts is the determination as to who will handle these ancillary duties that cannot be addressed by the consolidated center. In some instances, such as the issuance of licenses and permits the solution may be to use part time non-sworn personnel for a limited number of hours in the evening and on weekends. Burn permits in many jurisdictions are issued by the Fire Department but this might also be something that could be continued in the combined center if there was some commonality to the process developed. As mentioned above, a regional lock up, particularly for after hours, could be housed at La Grange PD and dispatchers could assist with this task as they do today. Most of the duties listed above can still be handled by the consolidated center.

Consolidating the three centers into one will leave two centers unoccupied at times. Currently Western Springs has video in their lobby area that can be viewed from any location with an internet connection. By simply adding a ring down line in the lobby any citizen could have contact with 911 and the dispatchers could observe the situation in the lobby. This solution could be implemented for La Grange Park as well.

**Organizational Structure**

The essential roles and rationale for each were described above in the staffing analysis section of this report. This section provides an organizational model overview with chart. Under the separate consolidated dispatch governance model the center would require one management position, the 911 Director (Director of Public Safety Dispatch Services). The Director would be responsible for planning and directing the overall operation of the center including all typical management functions. The center would have five (5) Lead Dispatchers, and eight (8) Full Time and four (4) Part Time Communications Officers (dispatchers). The center would typically have one lead dispatcher and two dispatchers assigned to an 8-hour shift.



**Human Resources Recommendations**

The consolidated center will blend together what are today three separate work groups at La Grange, La Grange Park and Western Springs. The issue of who the employer will be for the new consolidated staff is key to making HR decisions and knowing how to best approach them. The creation of a new Agency or Authority may or may not mean that the new entity is the administrative employer for the staff. It could be the actual employer, or that role could be filled by one of the municipalities, In this case La Grange is likely the most logical selection from the standpoint of having the largest current work group, the only dispatch work group that is currently unionized and as the new facility will be at La Grange PD. In most cases, the current La Grange compensation and benefit package is also the one with the higher pay scale and the more robust benefit package.

The following general factors are important to consider when deciding on which HR approach is best for a particular consolidation effort:

- Who should the new Employer be? - Would it be more cost effective and less administratively burdensome to utilize one of the municipal partners as the administrative employer for staff thus handling the entire payroll and benefits related issues? The cost to perform these services can be determined and incorporated into the funding formula or otherwise addressed within the Intergovernmental Agreement. If this approach is not the most cost effective, or there is not a willingness or ability for one of the municipalities to take this on, alternatives such as using a third party payroll and benefits administrator can be researched and implemented. In general it is a more expensive option for the new organization to provide all of these services internally through the hiring of full or part-time staff. This is especially true for small or mid-sized consolidated centers such as this one; therefore, we are not recommending that option here.
- How should the positions in the consolidated center be filled? - In either the case of a new blended employment group or a new employment group for everyone there will be new employees to that group. This process can be handled in different ways the most common being one of the following options;
  - All current employees who wish to transition are automatically accepted and become employees of the new group.
  - All new employees to the group must apply for employment and are screened against established criteria, however, all current employees are given preference for employment over new external applicants
  - All employees must apply for the new positions and everyone is screened and evaluated on an equal basis regardless of current employment status, however, current employees would obviously bring with them the skills and experience that they have now and thus would offer that to the new employer.
- Is the intent to develop a work group consolidation plan that has as a goal retaining as many of the current dispatch employees as possible? If so, the following general approach is typically followed:
  - Pay Scale Disparities - Move all lower paid employees up to the higher pay scale as appropriate to the applicable position, step, etc. (Note: The AECOM consolidated center operational cost estimates make this assumption)
  - Employee Benefit Packages - Provide all employees with the same benefit package that is currently being provided to the work group either with the more comprehensive package or the work group which falls under the municipality that would be the administrative employer if that employment model is selected.
  - Seniority - Develop a seniority list merge process that allows employees to retain the seniority (time in service) that they have with their current employer. There may be a negotiation aspect to this process if one or more groups are currently represented by a union and contract as is the case here.
  - Paid Time Off Disparities – This falls under total compensation as it is an element of either compensation or benefits depending on your perspective. Equalization needs to occur so that all employees fall under one PTO guideline. The comments above under benefit packages also apply here.
  - Union Contracts/Retirement Packages/Job Titles and Descriptions – Once the issue of who the employer will be is decided these issues can be addressed. In this case all of the employee groups participate in the same retirement system and thus that transition should be fairly straightforward and mostly an administrative task that would not affect individual employees as the same plan would continue without changes.

## 6 Alternatives and Cost Benefit Analysis, Governance, Funding Model and Recommendations

Three variations or alternatives are discussed in this section with the majority of the discussion focused on the recommendation for a full consolidation. The three alternatives are:

- 1) No Consolidation – No Service Enhancements
- 2) Retaining current separate dispatch operations with a transition to enhanced service provision (EMD Dispatching) and technology gap mitigation (New and upgraded systems)
- 3) Full Public Safety Dispatch Consolidation for La Grange, La Grange Park, and Western Springs at the La Grange facility

### 6.1 No Consolidation – No Service Enhancements

This option would maintain the status-quo, with each of the existing centers continuing to operate independently.

#### 6.1.1 Organization

Since each center would continue to operate independently, no organizational changes would occur.

#### 6.1.2 Staffing

The staffing levels would continue as they currently exist. Table 6-1 displays the current staffing levels.

#### 6.1.3 Technology

Each of the dispatch centers will continue to bear the full responsibility for updating and replacing their 9-1-1 system, mapping, radio consoles, dispatch workstation furniture, CAD and RMS systems, and recording system. Interchange of information will continue to be less efficient or effective than it could be under consolidation.

#### 6.1.4 Space

Each of the dispatch centers will continue to operate in their existing facilities. Several of the centers are limited in terms of space, especially in their communications and computer equipment rooms. In order to meet future needs, each community will have to shoulder the cost of any expansion or renovation.

#### 6.1.5 Back-Up

The dispatch centers will continue to have the same back-up provisions as outlined in their existing plans.

Tables 6-1, 6-2 and 6-3 which follow all relate to information regarding personnel levels and budgets *if the three separate centers were to continue independently and without EMD.*

**Table 6 - 1  
Current Personnel**

Dispatch Center	FT Actual	PT Actual	On Duty Days	On Duty Afternoon	On Duty Nights
La Grange (8 Hour Shifts)	6	2	2	2	1
La Grange Park (8 Hour Shifts)	4	0	1	1	1
Western Springs (12 Hour Shifts)	4	3	1	0	1
<b>Total</b>	<b>14</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>

FT= Full Time  
PT= Part Time

For the 2013 Fiscal Year, the three entities have a combined budget total of \$1,618,017 for the provision of dispatch services. The totals below also include capital expenditures. As mentioned earlier, some of the capital technical expenses from Western Springs are captured in their separate IT budget. The expenses are categorized as follows:

**Table 6-2  
2013 Budget**

Village	Personnel	O&M	Capital	Total
La Grange	\$490,493	\$122,500	\$113,843	\$726,836
La Grange Park	\$241,719	\$92,500	\$72,500	\$406,719
Western Springs	\$295,162	\$189,300	\$0	\$484,462
<b>TOTAL</b>	<b>\$1,027,374</b>	<b>\$404,300</b>	<b>\$186,343</b>	<b>\$1,618,017</b>

If the communities do not participate in a consolidation effort, they will each need to manage normal future cost increases and on-going expenses. The current dispatch salaries and general overhead expenses are anticipated to rise over time, estimated at a 2.5% increase per annum. The projected future expenditures for salaries and operations and maintenance under the current separate dispatch center model for the next ten years are displayed below in Table 6-3:

**Table 6-3  
Projected Future Expenditures  
Salary and O&M (2.5% Annual Increase)**

AGENCY	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	TOTAL
La Grange	\$ 612,993	\$ 628,300	\$ 644,000	\$ 660,100	\$ 676,600	\$ 693,500	\$ 710,800	\$ 728,600	\$ 746,800	\$ 765,500	\$ 6,867,193
La Grange Park	\$ 392,059	\$ 401,900	\$ 411,900	\$ 422,200	\$ 432,800	\$ 443,600	\$ 454,700	\$ 466,100	\$ 477,800	\$ 489,700	\$ 4,392,759
Western Springs	\$ 484,462	\$ 496,600	\$ 509,000	\$ 521,700	\$ 534,700	\$ 548,100	\$ 561,800	\$ 575,800	\$ 590,200	\$ 605,000	\$ 5,427,362
Total:	\$ 1,489,514	\$ 1,526,800	\$ 1,564,900	\$ 1,604,000	\$ 1,644,100	\$ 1,685,200	\$ 1,727,300	\$ 1,770,500	\$ 1,814,800	\$ 1,860,200	\$ 16,687,314

Table 6-2 does not include the cost for approximately 1,200 hours annually that police officers work in dispatch at La Grange Park. This cost has been estimated at approximately \$57,840 annually considering the average salary plus fringe benefits for a police officer. Table 6-3, however, does include this cost as it is a real cost to operate the center.

There is also cost associated with the supervision of the three centers provided by their respective Police Departments as collateral duty today; it is an additional soft cost as it falls under other budgets. The costs for general employment services such as HR, Payroll, benefit administration, etc. are other soft costs that currently fall under the primary Police Department budgets or elsewhere within the Village budgets. *Therefore the true costs for operating the three separate centers are actually higher than the direct operating budgets for each suggest.*

**6.2 Retaining current separate dispatch operations with a transition to enhanced service provision (EMD Dispatching) and technology gap mitigation (New and upgraded systems)**

AECOM was asked to research the issue of how the State of Illinois views EMD. It is clear that the State encourages agencies to implement EMD, however, the relevant code is subject to interpretation. Regarding Emergency Medical Dispatch (EMD), Title 83, Chapter 1, Subchapter f of 911 Administrative Code, the Emergency Medical Services (EMS) Systems Act [210 ILCS 50] and the 77 Ill. Adm. Code 515 discuss in length the training requirements and certifications for dispatchers providing EMD but does not explicitly state that an agency is required to provide EMD. However, the local EMS Coordinator and other persons who are involved with EDM issues have interpreted the code as a requirement. It is clear to everyone that if EMD is provided, that the state guidelines for training and EMD provision must be followed.

As there is a clear desire to transition to the enhanced service model of providing Emergency Medical Dispatch (EMD) in each community, the option of doing so while retaining three separate centers is briefly covered here. This alternative is highlighted, not because we believe that it is a good alternative, but because it may be a typical question that is asked by someone not familiar with the various operational and cost factors. i.e. 'Why can't we do EMD without consolidating?'

Under the EMD model a dispatcher assigned to a medical call uses an EMD information database and program to support a process which can involve a series of questions and instructions that are asked of and provided to a caller. The intent is to gain incident information that can help facilitate assistance and engagement to resolve the medical issue or support the efforts of the responding units. These exchanges can be simple and short or more involved and time consuming. That possibility requires that the assigned dispatcher have the ability to stay with that call and process as training and procedures dictate. Thus, to use EMD, it is important that there be enough staff on duty to allow the assigned dispatcher to focus on and stay with the EMD incident as long as it takes. In a center where only one dispatcher is on duty at a time this would not always be possible as other duties would still need to be accomplished and could create conflicts. In a center with at least two, and preferably three on-duty dispatchers, this focused attention to EMD calls can be accommodated.

To accommodate a transition to EMD in three separate centers each center would need to be staffed 24/7 with at least two trained EMD dispatchers. This will double the number of on duty dispatch personnel for Western Springs and La Grange Park on all shifts and increase the midnight shift staffing at La Grange. As you can see from the following chart, the additional positions and related costs to accomplish EMD at three separate small public safety dispatch centers is very significant. This increase in staffing would not necessarily realize the other benefits of a consolidated dispatch work force in one location, and it would cost significantly more. It is simply not a cost effective option.

**Table 6-4  
Staffing Required for Emergency Medical Dispatch With  
Separate Centers**

	Current FTE	Additional Full Time	Additional Part Time
La Grange	7	2	2
La Grange Park	4	4	4
Western Springs	5.5	3	3

Table 6.4 assumes that 10 F.T.E positions are necessary to support 24/7 staffing in a separate center for EMD.

Table 6-5  
Projected Future Expenditures With EMD  
Salary and O&M (2.5% Annual Increase)

AGENCY	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	TOTAL
La Grange	\$ 819,192	\$ 839,700	\$ 860,700	\$ 882,200	\$ 904,300	\$ 926,900	\$ 950,100	\$ 973,900	\$ 998,200	\$ 1,023,200	\$ 9,178,392
La Grange Park	\$ 804,456	\$ 824,600	\$ 845,200	\$ 866,300	\$ 888,000	\$ 910,200	\$ 933,000	\$ 956,300	\$ 980,200	\$ 1,004,700	\$ 9,012,956
Western Springs	\$ 793,760	\$ 813,600	\$ 833,900	\$ 854,700	\$ 876,100	\$ 898,000	\$ 920,500	\$ 943,500	\$ 967,100	\$ 991,300	\$ 8,892,460
Total:	\$ 2,417,408	\$ 2,477,900	\$ 2,539,800	\$ 2,603,200	\$ 2,668,400	\$ 2,735,100	\$ 2,803,600	\$ 2,873,700	\$ 2,945,500	\$ 3,019,200	\$ 27,083,808

All other observations under the previous section discussing no consolidation would also apply to this alternative.

### 6.3 Virtual Consolidation

This option proposes a consolidation of the technical systems of the three Villages into single, joint systems. The three 911 Centers would migrate to a common technology platform, which could re-use the existing systems but would incur some redundant equipment cost such as infrastructure and back up equipment.

#### 6.3.1 Governance

A governance structure for the purchase, management, and maintenance of the technical systems would need to be determined for the 911 Centers. This option could be accomplished under an agreement between Villages, or operated as an independent authority.

#### 6.3.2 Staffing

There are two scenarios in this option: virtual consolidation with no service enhancements such as EMD and virtual consolidation and implementing EMD at each center.

Virtual Consolidation with no service enhancements will not require additional staff and cost and staffing will be consistent with Section 6.1. Virtual Consolidation with EMD will require the additional staff described in Section 6.2 which may prove to be financially unacceptable.

#### 6.3.3 Technology

The New World CAD system at Western Springs and the Positron Phone System at La Grange would need to be upgraded if those separate centers remain operational. The Virtually Combined centers should use New World RMS for the village's Police Departments. Police records for La Grange and La Grange Park will need to be brought into Western Spring's RMS.

Western Springs and La Grange Fire Departments use Firehouse for records; however La Grange will need its copy connected to CAD. La Grange Park uses Fire Programs. It would be advantageous for La Grange Park to move to Firehouse RMS for information sharing between the Villages and to simplify the data interfaces between the Fire RMS system and the shared CAD system under consolidation. There would be a cost of approximately \$17,000 for La Grange Park to purchase Firehouse.

#### 6.3.4 Back-up

The Villages can configure these combined systems to provide geo-diversity, improve situational awareness and maintain a back-up situation similar to the current situation.

## 6.4 Full Public Safety Dispatch Consolidation for La Grange, La Grange Park, and Western Springs

This option would consolidate the dispatch operations of the three Villages into a single, Consolidated Public Safety Communications Center located at La Grange P.D.

### 6.4.1 Governance

AECOM recommends an independent authority focused on the provision of public safety communications to be created through an Intergovernmental Agreement. Having a separate independent authority would ensure that all three Villages have an equal voice in the Consolidated Center.

A two-tiered governance structure should be established to provide oversight of the Consolidated Center, comprised of an Executive Committee and an Operations Committee.

### 6.4.2 Emergency Communications Executive Committee

The Executive Committee for the dispatch authority should be comprised of members from the participating Villages. The Village Manager of each community would appoint one person as a member of the Executive Committee or he/she could decide to be a Committee member themselves. This Committee should be the general policy making authority for the dispatch operations. Its functions should include:

- Entering into contracts
- Acquiring, holding, or disposing of property
- Approval of authority's annual budget and expenditures
- Hiring, employing and terminating dispatch management staff
- Adopting and revising bylaws for its operations

### 6.4.3 Emergency Communications Operations Committee

The second part of the governance structure is the Operations Committee. The Operations Committee should consist of senior representatives of the agencies served by the Consolidated Center. Each Executive Committee member would appoint 2 members from their Village.

The function of the Operations Committee is to provide guidance and input to the Executive Committee and the Director on operational and other appropriate issues. It is envisioned the Operations Committee would work with the Director to develop appropriate standards and procedures concerning performance, personnel selection and training, and other technical and operational issues as directed by the Executive Committee.

## 6.5 Cost Estimates

### 6.5.1 One-time Consolidation Costs

In any consolidation effort there will be one-time costs associated with the consolidation related to; facilities, equipment, systems and training. This project includes anticipated costs in all of these categories. The various previous sections of this report have analyzed the needs in these areas and made recommendations about which alternatives and which approaches would be the most cost effective and would lead to the desired outcomes.

For cost model purposes in this report an assumption was made that one-time capital costs would be financed, with the financing repayment costs becoming part of the on-going operational budget for the consolidated center. If the municipalities are able to find current capitol funds, or are able to budget separately for these costs, that component would come out of the total annual operating budget. The fiscal advisors and senior Village staff will need to determine what the most advantageous method of paying the one-time capital costs are. Including them in the operating costs and covering them through anticipated borrowing allows for those costs to be included in the total cost discussion within this report presentation. The annual loan assessment line in table 6-6 assumes a ten year loan repayment schedule if the one-time costs were to be financed. That same figure appears again in table 6-10 as Capitol Loan expenses.

The following chart details and summarize these one-time cost estimates.

**Table 6-6**  
**Opinion of Probable Cost**  
Consolidation  
One-Time Capital Expenditures

Equipment Cost Elements	Cost Opinion
CAD Systems	\$ 320,000
RMS Interface and Upgrades	\$ 40,000
Dispatch Position	\$ 20,000
Dispatch Console Furniture	\$ 11,500
Positron Viper Upgrade & Phone Set	\$ 70,000
Viper On Wheels (3rd Console for Backup)	\$ 85,000
911 Manager's Office	\$ 5,000
EMD Software	\$ 50,000
Renovations	\$ 60,000
Other Vendor Services	\$ 50,000
Fiber Connectivity	\$ 75,000
Contingency	\$ 59,000
<b>Total:</b>	<b>\$ 845,500</b>
<b>Annual Loan Assessment</b>	<b>\$ 93,300</b>

## 6.6 Personnel and Operational Costs for a Consolidated Center

The following charts provide a summary of the consolidated center staffing analysis section earlier in this report, provide estimated costs for the recommended staffing model and also provide on-going operational costs for the center.

Tables 6-7 and 6-8 summarize recommended staffing levels and related costs for personnel.

Table 6-9 summarizes future annual operational costs for the consolidated center.

Table 6-10 is a combination of the annual Loan Repayment Expense, Operating and Salary Costs, and thus a total cost table.

**Table 6-7**  
**Consolidation**

<b>Villages 911 Consolidation</b>		
	<b>On Duty</b>	<b>Total</b>
911 Director		1
Lead Dispatcher	1	5
Communications Officers	2	
Communications Officers - Full Time		8
Communications Officers - Part Time		4
<b>Total</b>	<b>3</b>	<b>18</b>

**Table 6-8**  
**Opinion of Probable Cost**

Consolidation

Annual Salary Expenses

<b>Staffing Cost Element</b>	<b>Cost Opinion</b>
Dispatch Staff (Part & Full Time)	\$ 718,500
Supervision & Manager	\$ 513,500
<b>TOTAL</b>	<b>\$ 1,232,000</b>

**Table 6-9**  
**Opinion of Probable Cost**

Consolidation

Annual Operations & Maintenance Expenses

<b>Cost Element</b>	<b>Cost Opinion</b>
Operations	\$ 57,000
General Supplies	\$ 1,500
Education & Training	\$ 9,000
Administrative Employment (5% of salary)	\$ 61,600
Equipment Maintenance	\$ 84,900
<b>TOTAL</b>	<b>\$ 214,000</b>

**Table 6-10**  
**Opinion of Probable Cost**  
Consolidation  
Annual Budget

User Agency	Total Annual Assessment Hosted
Capital Loan Expenses	\$ 93,400
Operating Expenses	\$ 214,000
Annual Salary Expenses	\$ 1,232,000
<b>New Annual Budget</b>	<b>\$ 1,539,400</b>

Table 6 -11 projects the first year total consolidated center costs through 2022. It assumes an annual inflationary increase of approximately 2.5%.

**Table 6-11**  
**Opinion of Probable Cost**  
Consolidation  
10 Year Projection - All Costs

User Agency	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	TOTAL
La Grange	\$ 611,280	\$ 625,635	\$ 640,349	\$ 655,430	\$ 670,889	\$ 686,734	\$ 702,975	\$ 719,622	\$ 736,685	\$ 754,175	\$ 6,803,773
La Grange Park	\$ 432,141	\$ 442,289	\$ 452,691	\$ 463,353	\$ 474,281	\$ 485,483	\$ 496,964	\$ 508,733	\$ 520,796	\$ 533,160	\$ 4,809,892
Westem Springs	\$ 495,979	\$ 507,626	\$ 519,564	\$ 531,801	\$ 544,344	\$ 557,200	\$ 570,378	\$ 583,885	\$ 597,729	\$ 611,920	\$ 5,520,425
<b>TOTAL</b>	<b>\$ 1,539,400</b>	<b>\$ 1,575,550</b>	<b>\$ 1,612,604</b>	<b>\$ 1,650,584</b>	<b>\$ 1,689,513</b>	<b>\$ 1,729,416</b>	<b>\$ 1,770,317</b>	<b>\$ 1,812,240</b>	<b>\$ 1,855,211</b>	<b>\$ 1,899,256</b>	<b>\$ 17,134,090</b>

**Funding Model Recommendation**

The two most important aspects of a shared services model such as consolidated dispatch, where there needs to be consensus on best approach by all participating entities, are Governance and Cost Sharing. This section discusses a recommended approach to cost sharing and a related funding model or participation ratio.

Good cost sharing models are perceived by the participants as being fair and reasonable. It is also a desirable component for the model to be flexible over time as factors that impact it may change.

In general shared service cost sharing models acknowledge and incorporate the relative size of the consortium partners which is generally proportional to their contribution towards the composite work load. This relative size of the partner component also acknowledges that a certain proportion of costs are necessary simply to provide the core service, in this case public safety dispatch. In other words no matter what your work load is if you are going to provide the service you need a facility, systems, equipment and personnel to do so. It can be looked at as the shared overhead necessary just to provide the service. As a common factor population is often used as one component of the cost sharing model. The relative size of a municipality also often reflects their proportional ability to pay. A second frequent component is some measure of actual work load where that is available. This second factor will acknowledge difference in service usage levels that can be present and which may not be directly proportional to size.

The table below is a recommendation of participating ratios for this consortium and consolidated dispatch initiative. At present it anticipates three participating municipalities, but that is a component that can be easily changed in the future if other municipalities desire to join.

One factor is population data, taken in this example from the 2010 Census. Population is weighted at 50% in this example.

The second factor is a relative measure of work load contribution. In this circumstance total dispatch call volume statistics were used as that was data that all agencies were able to provide. This second factor is also weighted at 50%. Call volume statistics are from 2012 as provided by the agencies.

What percentage is given to any one factor is a negotiable component of the agreement between the participants. While this 50/50 ratio is common, it is a flexible factor and a local decision between the participants.

Using the above criteria, Table 6-12 shows what percentage of the annual anticipated costs for the consolidated center each participant would pay. Factors such as the provision of facility space, in-kind services, or other participant contributions that impact the budget can all be taken into consideration and are appropriate discussion points during the development of the Intergovernmental Agreement and total cost sharing discussion.

**Table 6-12**  
**Participation Ratios**  
Consolidation

Village	2010 Population	Total Dispatch Volume	Dispatch Volume Population
La Grange	15,550	17,007	39.7%
La Grange Park	13,579	9,437	28.1%
Western Springs	12,975	13,441	32.2%
<b>TOTAL</b>	<b>42,104</b>	<b>39,885</b>	<b>100%</b>

Table 6-13 applies the above percentages against the anticipated costs and compares current budgets to what the future assessments would be.

**Table 6-13**  
**Opinion of Probable Cost**  
Consolidation  
Annual Change

Village	Participation Ratio	2013 Budget	New Allotment	Annual Change
La Grange	39.7%	\$ 612,993	\$ 611,280	\$ (1,713)
La Grange Park	28.1%	\$ 392,059	\$ 432,141	\$ 40,082
Western Springs	32.2%	\$ 484,462	\$ 495,979	\$ 11,517
<b>TOTAL</b>	<b>100%</b>	<b>\$ 1,489,514</b>	<b>\$ 1,539,400</b>	<b>\$ 49,886</b>

**Note:** The above costs in Table 6-13 includes capital financing repayment for the one time consolidation costs which is a new cost item and would last for the first ten years in this model, and an allowance of 5% of total salaries for Administrative employment services which are now soft costs to each Village within other budgets. *Therefore the actual consolidated center annual total operating expenses are less than what the three separate centers cost today.* The La Grange Park 2013 budget includes the cost of Police Officers filling open dispatch positions.

**Comparison of Current Separate Center Costs to the Consolidated Model Costs Estimates**

The following chart compares ten year costs for the three alternatives; 1) No Consolidation, 2) Consolidation with EMD and 3) No consolidation but adding staff to accommodate EMD.

**Table 6-14  
Projected Future Expenditures  
10 Year Operating Costs**

AGENCY	No Consolidation	Consolidation with EMD	No Consolidation with EMD
La Grange	\$ 6,867,193	\$ 6,803,773	\$ 9,178,392
La Grange Park	\$ 4,542,759	\$ 4,809,892	\$ 9,162,956
Western Springs	\$ 5,927,362	\$ 5,520,425	\$ 9,392,460
Total:	\$ 17,337,314	\$ 17,134,090	\$ 27,733,808

\*Note: The projected future expenditures for La Grange Park under **No Consolidation** and **No Consolidation with EMD** options include a \$150k allowance for a CAD system. The projected future expenditures for Western Springs under **No Consolidation** and **No Consolidation with EMD** options include a \$500k allowance for the necessary replacement of the 911 Phone System that has reached end of life.

The above ten-year cost comparisons for the three alternatives include the costs for each separate community replacing and upgrading necessary systems, a cost that would no longer be necessary and/or reduced under a consolidated model.

The consolidation costs include all of the equipment needed to implement the consolidation, however, do not include long-term capital replacement costs as that can be handled in a variety of manner depending on local budgeting practices.

The above costs in Table 6-14, for Consolidation with EMD, includes capital financing repayment for the one time consolidation costs which is a new cost item and would last for the first ten years in this model, and an allowance of 5% of total salaries for Administrative employment services which are now soft costs to each Village within other budgets. Thus the no consolidation ten year roll-up number is really 5% or more less than actual total costs to the Villages today under the current separate center model.

When each community evaluates the merits of their participation in a consolidated center they must take into consideration three primary factors; 1) Costs that will be off-set, avoided or lower by virtue of a consolidated model, 2) The enhanced level of service provision that will come from a consolidated model (at very modest additional cost), 3) The long term cost saving that will be realized through only having to maintain one set of shared systems and equipment.

Today's individual center budgets do not include some of the operating and overhead costs that the consolidated model includes. Things such as utilities and administrative employment costs are real costs today under the general Police Department budgets, but were not part of the dispatch center budgets.

**Overall Cost/Benefit Statement**

At a macro level this recommended consolidated model will significantly enhance service provision levels at a modestly lower cost level than today's budgets. Longer term, significant cost saving will be realized through the need to only maintain and upgrade one set of what are expensive systems and equipment that support a public safety dispatch operation. The study shows that consolidation will be a model for the Villages where you will get more for less in the long run.

This addendum Page 49-A replaces the original Table 6-14 Projected Future Expenditures, 10 Year Operating Costs with correctly aligned budget estimates.

5-B.51

## 7 Transition and Implementation Planning – Timeline and Required Actions

In order to plan for a smooth transition to a new Consolidated Dispatch Service Provision Model numerous actions will be required in advance of the actual cut over date. For planning and discussion purposes in this section it is anticipated that a 12 month time frame should be anticipated to accomplish all of the related activities. Various transition and planning teams will need to be established with selected staff participating in multiple teams. It is recognized that planning activities such as this are typically accomplished as collateral duties for current staff. In many similar consolidation efforts the solution to getting all of these tasks accomplished has been to obtain external assistance, through a consulting firm or other external resources, to assist in coordinating and accomplishing the efforts that are outlined below.

In order to facilitate this transition the following activities will need to occur:

- Month 1 – Agree that the concept of a consolidated public safety dispatch model is desired and that all study participants want to continue as members. Verify that new desired governance model will be a new entity such as a separate Consolidated Public Safety Dispatch Authority with an Executive Committee and an Operations Committee as its two governance and oversight elements. Determine how the various transition teams will report back to senior management on transition planning status and for validation of effort and decisions.
- Month 1 – Decide how fiscal issues will affect the transition timeline such as borrowing for capital expenses vs. regular capital outlay planning through the regular budget process. Discuss the budget issues related to the pre-transition training needs for current staff.
- Month 2 - Establish an Intergovernmental Agreement Planning Team to begin planning the following aspects of the agreement: (This will likely be a three to six month iterative effort)
  - Governance structure specifics and Committee make-up
  - Employment model (who will the employer be for the consolidated center staff)
  - Shared funding formula specifics
  - Operating cost and support services model
  - Membership (opt-in/opt-out guidance)
- Month 3 – After the employer model has been decided form a work unit transition team to address the following issues:
  - Assess the various compensation, benefit, work rule, contract and related employment factors for the three current work groups.
  - Determine goals for how these groups will be consolidated and what the process will be, being mindful of how the plan and goals may impact employee retention.
  - Decide how to address disparities in pay, benefits and paid time off policies
  - Determine how merging of seniority between the three groups will be handled
  - Discuss any transitions that might be necessary for the related retirement plans
  - Create new job descriptions for the Director, Lead Dispatcher and Dispatcher
  - Identify issues that may require negotiation or approval from related unions for represented employees who will be transitioning.
- Month 3 – Form a policies and procedures transition team to develop new policies, procedures, protocols and functions for the new center. Begin the process of integrating policies and procedures and creation of a new consolidated center P&P Manual.
- Month 3 – Initiate the process for implementing the required reconfiguration and remodeling of the affected areas within the La Grange P.D. facility. Develop a schedule that will mesh with the desired transition plan timeline.
- Month 3 – Initiate the procurement process and develop an implementation schedule to purchase additional equipment and upgrade existing equipment as required for consolidation.

- Month 3/4 – Initiate the selection and hiring process for the new Director so that they can participate in the remaining aspects of the transition plan.
- Month 4/5 – Form a training plan formation team to assess training needs and develop a training plan. Some aspects of the consolidation such as the new shared RMS will require a broader level of training for all law enforcement staff.
- Month 5/6 – Initiate the selection process for the lead dispatchers so that they can be included in the remaining planning and transition tasks.
- Months 8-10 – Begin cross-training of staff and other related training.
- Months 11-12 - Finalize actual transition and cut-over plan.

**MANAGER'S REPORT**

VILLAGE OF LA GRANGE  
Administrative Offices

**EXECUTIVE COMMITTEE REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager

DATE: January 27, 2014

RE: **PRE-BUDGET DEVELOPMENT WORKSHOP — REVENUES  
(FOOD AND BEVERAGE TAX) — CONTINUED DISCUSSION**

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**REVIEW OF DISCUSSION PROCESS**

At a regular meeting of the Village Board on December 9, 2013, we conducted an informational workshop to initiate a conversation about considering the adoption of a “Food and Beverage Tax” in lieu of an increase in the Village’s municipal utility tax on gas and electricity, which is scheduled in the Village’s financial plan to become effective May 1, 2014. The preliminary opinions expressed by individual Board members were mixed. Comments from a local business owner that same evening indicated that he was concerned while comments from the President of the La Grange Business Association (LGBA) seemed to be neutral (subject to additional information).

As part of the deliberative process outlined for consideration of this matter, a continued discussion was scheduled for January 13 in order to provide local businesses with an opportunity to offer feedback on the concept directly to the Village Board. A special mailing inviting comment was sent to all La Grange businesses at the start of the New Year. No one spoke at the meeting. However, President Livingston did acknowledge that he and the Village Board have received emails on the subject both in support of and against the measure.

While the weather and the holidays may have been limiting factors, we had hoped for a more robust response from the business community. It was recommended to keep the discussion active to the next regular Village Board meeting scheduled for Monday, January 27, 2014. It was also recommended that the Village elicit feedback on the proposed Food and Beverage Tax from business owners as part of a previously-scheduled meeting with the LGBA to update them on the Village’s enhanced parking enforcement initiative. It was expected that staff would report back on the content of that discussion so that the Village Board could consider it at its meeting on January 27, 2014.

### MEETING WITH LGBA

The Village hosted such a meeting with the LGBA and business owners on Tuesday, January 21, 2014. (See attached sign-in sheet for a listing of participating businesses). This segment of the meeting began with a considerable amount of questions to gain context after some brief introductory remarks from Village management concerning the Village's cost containment plan, postponement of the utility tax increase for two consecutive years, and potential consequences if a revenue enhancement is not added to maintain current operations and meet pension obligations. Representative discussion items included: why and how the Food and Beverage Tax compares to other revenue enhancements available to the Village; the range of revenues to be generated between the utility tax increase and the Food and Beverage Tax; and if the Village is proposing tax levels below statutory limits (i.e. - utility tax, or a blending of sources), why not enact the full amount instead of adopting incrementally.

Of the several business owners who spoke, each generally summarized their thoughts as follows:

- we need to continue to maintain the momentum that we have;
- while we have concerns with the proposal, we can support (in one case, remain neutral) a Food and Beverage Tax as long as there is an offset to the businesses impacted by the tax (allocation of tax revenues towards parking management was a predominant and recurring theme).

[From my vantage point, the allocation of time and depth of discussion on parking before and after, while related, was much greater than that of the Food and Beverage Tax].

Separate and apart from the meeting with the LGBA and business owners, we also received a call from Tony Genna, owner of Antonino's who expressed opposition to the Food and Beverage Tax concept.

### BLENDED APPROACH

At the Village Board meeting on January 13, Village President Tom Livingston commented that perhaps another revenue option to consider was a blending of the two revenue streams under discussion.

In follow-up to President Livingston's suggestion, below you will find one possible revenue and expense scenario:

ESTIMATED REVENUES	
Food and Beverage Tax @ 0.5%	\$175,000
Utility Tax @ 0.5%	\$ 75,000
SUB-TOTAL	\$250,000
PROPOSED & ESTIMATED EXPENDITURES	
1. Maintain current service levels, build reserves, meet increased pension obligations	\$175,000
2. Fully-funded valet service	\$ 50,000
3. School Resource Officer*	\$ 25,000
SUB-TOTAL	\$250,000

\*[This is what the Village would be able to afford with these new revenues; it does not reflect an amount which Lyons Township High School (LTHS) may agree to. This entire table is for discussion purposes only.]

This scenario is responsive and beneficial to the business community in several ways. First, it is a 50% reduction in the proposed Food and Beverage Tax. The tax impact is nominal to customers; a \$20 food item purchase would result in a 10 cent tax. Second, it appears that sufficient funds would be generated to fully-fund the valet service every Thursday, Friday and Saturday night in La Grange. Businesses could market “Free Valet” to their customers, which would put them at a competitive advantage ahead of other regional dining destinations. Staff strongly supports the use of funds for this purpose, not only for the strong marketing advantage, but also for the key role which consistent and reliable valet services provide in managing our parking supply during periods of peak demand, which benefits all businesses.

Finally, as the School Resource Officer would be re-directed to working the Central Business District (CBD) as a patrol zone during the summer months, businesses would receive enhanced policing services.

Residents would equally benefit under this scenario for similar and other important reasons as follows:

- √ a smaller tax increase than originally contemplated
- √ current service levels are maintained, with a growth-oriented revenue source; a majority of which is paid for by non-residents
- √ enhanced parking management reduces traffic congestion, optimizes existing public assets, and reduces the potential for visitor infiltration into nearby residential neighborhoods

- √ public safety within the community is a Village priority; the delivery of policing services to the community under this scenario is enhanced in a couple of different ways (i.e. – student safety at the high school; child / student safety in the Central Business District; continuity in relationship between the resource officer and students, from the high school campus to the Central Business District.)

#### DIRECTION FROM VILLAGE BOARD

At this time, the management team is seeking consensus direction from the Village Board on one of the following options in order to develop the FY 2014-15 Village budget:

1. Proceed with the Food and Beverage Tax in terms of budget inclusion and enabling ordinance.
2. Proceed with the enabling ordinance for increasing the Village's utility tax.
3. Proceed with a blending of the two revenue streams as presented in this report.
4. Proceed with developing the budget without any revenue enhancement.

Should the Village Board elect the Food and Beverage Tax or blended option, directional comments or consensus direction on the use of those revenues above and beyond maintaining current service levels and obligations, would also be helpful (but are not required) for budget development purposes at this time. A final decision on those expenditures can be made when the enabling ordinance(s) is(are) considered, and then subsequently incorporated in the final budget document.

# \* PLEASE SIGN IN \*

## ATTENDANCE

\*PLEASE PRINT\*

NAME

BUSINESS NAME, ADDRESS & PHONE

EMAIL

Maria D'Amico Hutzler Vino e Birra 18 W. Burlington

Conley Hartwig

Bella BaciNO'S, 36 S. LaGrange

Nicole Tierney

Great Clips 7 N. LaGrange Rd

Tracie Soto

"

KAREN GULLA

Little CANDIES G.C.S.

ML

Q-BBQ

ANDREW BARNARD

Aurelio's PIZZA

Nancy Cunningham

UGBA

Jane Michaels

The Springs

Steve Palmer

Palmer Pl.

Jaime Luvano

Accurate Valet

Zach Cooke

Accurate Valet

Robert Adducci

Adducci Partners

6-A, 4

**\* PLEASE SIGN IN \***

**ATTENDANCE**

**\*PLEASE PRINT\***

NAME

BUSINESS NAME, ADDRESS & PHONE

EMAIL

Gregory Cron

Fireside Woodford Pizza 18 W. Harris



6-A-5

VILLAGE OF LA GRANGE  
Department of Public Works

**EXECUTIVE COMMITTEE REPORT**

TO: Village President, Village Clerk,  
Board of Trustees, and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
Ryan Gillingham, Director of Public Works  
Lou Cipparrone, Finance Director

DATE: January 27, 2014

RE: **PRE-BUDGET DEVELOPMENT WORKSHOP - WATER METER  
REPLACEMENT PROGRAM – STATUS UPDATE**

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The Village implemented the Water Meter Replacement Program in order to improve water accountability (billed vs. pumped) and to improve efficiency of water meter reading as the majority of the water meters were 22 – 25 years old. A contract with HD Waterworks was approved on April 23, 2012 to replace water meters and install a new fixed based water meter reading system. To date the majority of the meters have been replaced (4,777 out of 4,817). The software system and remote reading system for the new meters is now substantially complete. The anticipated final cost for the project is \$1,580,000 which is slightly over the budgeted amount of \$1,500,000. The main reason for the additional cost is that the billing software underestimated the total number of meters in the system for replacement.

The Village substantially completed installing meters throughout the Village in the late summer/early fall of 2013. Based on the first six months of water billing data (May through October), which includes varying stages of completed meter installations, accountability has increased to 80.6% to date, which is a 3% increase from the prior year. This pumped vs. billed ratio exceeds the auditors recommended targeted ratio of 80% or better, which has been identified as an area of concern for the past several years in the auditors annual management letter to the Village Board. Additionally, staff expects that further improvements in accountability will occur as the final meters are installed and additional water readings are collected from the new meters over an entire year billing period.

In addition to improvements in accountability, when fully operational the automatic meter reading system will improve customer service by being able to identify water leaks more quickly at individual properties as well as the ability to assess system wide usage. Also, the Village is able to provide customer usage information on an hourly, daily or weekly basis which helps when discussing high usage bills.

In addition, the new meters/software provide the Village with the ability to help identify significant water main breaks within the system, which will further assist in improving accountability.

Although accountability has increased, at this time the planned water rate increase will need to remain as budgeted in FY 2014-15 to “pass on” the 15% increase in the water rate from the City of Chicago/McCook which became effective January 1, 2014. However, as the water meter project remains a work in progress, and if accountably continues to improve, the Village may be able to offset future water rate increases from Chicago and/or rate increases for operations/capital improvements.

Further information concerning the Water Fund will be discussed in more detail at the Capital Projects presentation in February.

H:\cbenjamin\EXECMEMO\ECM Water Meter Repl Accountability Update.doc