



**VILLAGE BOARD OF TRUSTEES
REGULAR MEETING NOTICE/AGENDA
April 23, 2024 - 7:00 PM**

**RICHARD T. FLICKINGER MUNICIPAL CENTER, COUNCIL CHAMBERS
6101 CAPULINA AVENUE, MORTON GROVE, IL 60053**

In accordance with the Illinois Open Meetings Act, all Village Board and Commission meetings are open to the public. This meeting can be viewed remotely via the live stream link found at: www.mortongroveil.org/stream. (If an Executive Session is placed on the agenda, the meeting shall commence at 6:00 pm and the time between 6:00 pm and 7:00 pm shall be used for the Executive Session per 1-5-7A of the Village of Morton Grove Municipal Code. If the Agenda does not include an Executive Session, the meeting will begin at 7:00 pm.)

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Minutes** – Regular Meeting – April 9, 2024
- 4. Special Reports** – None
- 5. Public Hearings** – None
- 6. Plan Commission Reports** – None
- 7. Residents' Comments (agenda items only)**
- 8. President's Report** – *Administration, Council of Mayors, Northwest Municipal Conference, Strategic Plan Committee*
 - a. International Compost Awareness Week Proclamation
May 5 - 11, 2024
- 9. Clerk's Report** – *Family and Senior Services, Advisory Commission on Aging, Chamber of Commerce, Condominium Association*
- 10. Staff Report**
 - a. **Village Administrator**
 - b. **Corporation Counsel**
- 11. Reports by Trustees**
 - a. **Trustee Khan** – *Finance Department, Appearance Commission, Lehigh/Ferris TIF (Trustee Travis)*

- 1) **Resolution 24-35:** Authorizing the Execution of an Extension of the Contract with Lauterbach & Amen, LLP to Perform Auditing Services

- b. **Trustee Minx** – *Fire Department, Fire Pension Board, Fire and Police Commission, Special Events Commission, RED Center, NIPSTA (Trustee Thill)*

- c. **Trustee Shiba** – *Building Department, Environment & Natural Resources Commission, Legal Department, IT Department Sawmill Station TIF (Trustee Witko)*

- d. **Trustee Thill** – *Public Works Department, SWANCC (Solid Waste Agency of Northern Cook County), MG-Niles Water Commission, Traffic Safety Commission (Trustee Minx)*
 - 1) **Resolution 24-32:** Authorizing the Execution of a Contract with Bill’s Plumbing and Sewer, Inc. for the 2024 Emergency Lead Line Replacement Program

 - 2) **Resolution 24-33:** Authorizing A Contract with Waukegan Roofing Co., Inc. for the Public Works Roof Replacement Project

 - 3) **Resolution 24-34:** Authorizing a Contract with Builders Asphalt LLC for the 2024 Material Purchasing Program

 - 4) **Ordinance 24-06 (Introduced April 23, 2024) (First Reading):** An Ordinance to Approve an Amendment to the Agreement Establishing the Solid Waste Agency of Northern Cook County as a Municipal Joint Action Agency and to the Bylaws of the Solid Waste Agency of Northern Cook County

- e. **Trustee Travis** – *Police Department, Police Pension Board, Fire & Police Commission, Community Relations Commission, (Trustee Khan)*

- f. **Trustee Witko** – *Community & Economic Development Department, Economic Development Commission, Plan Commission/ Zoning Board Lincoln/Lehigh TIF (Trustee Shiba)*
 - 1) **Ordinance 24-05 (Introduced April 9, 2024) (Second Reading):** Approving a Special Use Permit for an Indoor Recreational Facility at 8150 Lehigh Avenue in Morton Grove, Illinois

12. Other Business

13. Presentation of Warrants: \$1,393,629.30

14. Residents’ Comments

15. Adjournment

**MINUTES OF A REGULAR MEETING OF THE PRESIDENT
AND THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE
RICHARD T. FLICKINGER MUNICIPAL CENTER COUNCIL CHAMBERS
APRIL 9, 2024**

CALL TO ORDER

- I. Village President Dan DiMaria convened the Regular Meeting of the Village Board at 7:00 p.m. in the Council Chambers of Village Hall and led the assemblage in the Pledge of Allegiance.
- II. Village Clerk Eileen Harford called the roll. Present were Trustees Rita Minx, Ashur Shiba, John Thill, Connie Travis, and Janine Witko. Trustee Saba Khan was absent with notice.

III. **APPROVAL OF MINUTES**

Mayor DiMaria asked for a motion to approve the Minutes of the March 26, 2024 Village Board Meeting as presented. Trustee Minx so moved, seconded by Trustee Thill. **Motion passed unanimously via voice vote with one absent.**

IV. **SPECIAL REPORTS**

NONE

V. **PUBLIC HEARINGS**

NONE

VI. **PLAN COMMISSION REPORTS**

1. Mayor DiMaria introduced Community Development Administrator Brandon Nolin to report on Plan Commission Case PC 24-02, Requesting a Special Use Permit for the Operation of an Indoor Recreational Facility in an M-2 General Manufacturing District with select variations for the property commonly known as 8150 Lehigh Avenue.
 - a. Mr. Nolin said that the Applicant, Egret Badminton, is requesting a Special Use Permit to operate a members-only badminton training facility at 8150 Lehigh Avenue in the M-2 District. The proposed facility would feature six (6) indoor courts and would accommodate up to 24 players. Members range from elementary school-age to college-age and many are dropped off and picked up by their parents. The Applicant operates similar facilities in Schaumburg and in Chicago. Both locations are in industrial buildings as well.

VI. **PLAN COMMISSION REPORTS** (continued)

- b. The Traffic Safety Commission unanimously recommended approval this request at its meeting on March 7, and the Plan Commission made a unanimous recommendation for approval on March 19.

VII. **RESIDENTS' COMMENTS (AGENDA ITEMS ONLY)**

NONE

VIII. **PRESIDENT'S REPORT**

1. Mayor DiMaria proclaimed April 26, 2024 as "Arbor Day" in the Village. He said that Arbor Day was first observed with the planting of more than a million trees in Nebraska, and is now observed throughout the nation and the world. He spoke of the benefit of trees—how they can reduce erosion of precious topsoil by wind and water; how they can cut heating and cooling costs; moderate the temperature; clean the air; produce oxygen; and provide a habitat for wildlife.
 - a. Mayor DiMaria said that trees are a renewable resource, giving us paper, wood for our homes, fuel for fires, and countless other wood products; and that trees in Morton Grove increase property values, enhance the economic vitality of business areas, and beautify our community.
 - b. Mayor DiMaria said this is the 23rd year that the Village has been recognized as a Tree City USA by the National Arbor Day Foundation, and this is the third year Morton Grove has received the foundation's "Growth Award" for demonstrating a higher level of tree care and community engagement during the calendar year. The Growth Award is only given to Tree Cities who have exceeded the standards of Tree City USA. The standards include having a tree/forestry department, a public tree care ordinance, a community forestry program with an annual budget of at least \$2 per capita, and an Arbor Day observance and proclamation.
 - c. Mayor DiMaria urged all citizens to support efforts to protect our trees and woodlands and to support the Village's urban forestry program. He also thanked and congratulated the Public Works staff, led by Mike Lukich, the department head.
 - d. Trustee Thill said he wanted to thank his wife Marian, because it was 23 years ago that she came before to a Board meeting and encouraged the Board Members to pursue having the Village become a Tree City.
2. Mayor DiMaria noted that April is Earth Month. He encouraged everyone to read the special Earth Month edition of the Village newsletter. It will have information about upcoming programs and events, such as:
 - a.
 - **Tree Giveaway:** those who take the Morton Grove sustainability pledge can sign up to receive an evergreen tree to plant on your own property;

VIII. PRESIDENT'S REPORT (continued)

- b. • **Greener Morton Grove Award:** this program recognizes businesses, organizations, groups, and multifamily residential facilities in Morton Grove that have promoted or implemented environmentally sustainable practices;
- c. • **Community Clean-up Day:** Saturday, May 18 is earmarked for this day. Make a difference in our community by helping clean up the Village's parks, trails, and green spaces;
- d. • **Community Garage Sales:** This is scheduled for June 7–9. Registration to participate in this event begins this week;
- e. • **Electronic Recycling & Document Destruction event:** This is set up for May 11 from 9am to noon;
- f. • **Summer Adopt a Planter:** Registration begins soon for this annual event. Please note, this year, no planters at the Metra station will be available due to construction;
- g. • **Free Kids Explorer Kit:** Kids can also get involved in the Village's sustainability efforts by signing the Kids' Sustainability Pledge in the Earth Month newsletter. Bring your pledge to Village Hall to receive a Morton Grove Explorers' Activity Kit.

There's a lot going on so check out the newsletter for detailed information.

- 3. Mayor DiMaria also announced that the Public Works Department is accepting applications for the position of Summer Seasonal Employee. This is a seasonal, part-time position without benefits. Applicants must be at least 18 years of age, high school graduates, and able to work outdoors in varying weather conditions. Visit the employment page on the Village website for more information.
- 4. Mayor DiMaria encouraged all to stay up to date on the latest Village events and news by signing up for E-News and following the Village on Facebook and Instagram.
- 5. Mayor DiMaria stated that the Village is seeking volunteers to assist at various events throughout the year. He is especially hoping people will volunteer for Morton Grove Days, because the entire event has, to date, been run by volunteers. Morton Grove is known for its multiple-day event featuring a carnival, beer garden, entertainment, a parade, and a magnificent fireworks show. Mayor DiMaria said "Nobody does it better than Morton Grove!" Anyone interested in doing any volunteering should sign up on the Village website or contact Village Hall.

IX. CLERK'S REPORT

Clerk Harford had no formal report this evening.

X. **STAFF REPORTS**

A. Village Administrator:

Mr. Czerwinski had no formal report this evening.

B. Corporation Counsel:

Corporation Counsel Liston had no formal report this evening.

XI. **TRUSTEES' REPORTS**

A. Trustee Khan:

Trustee Khan was absent—no formal report this evening.

B. Trustee Minx:

Trustee Minx had no formal report this evening.

C. Trustee Shiba:

Trustee Shiba had no formal report this evening.

D. Trustee Thill:

Trustee Thill had three Resolutions this evening:

1. **Resolution 24-28, Authorizing the Annual Memorial Day Parade Closure of Dempster Street.**

- a. The Illinois Department of Transportation requires the Village to adopt a Resolution approving the closure of Dempster Street for the annual Memorial Day Parade. This Resolution will also authorize the Village to file an application the the Illinois Department of Transportation for the closing of Dempster Street, Route 58, between 12:30 and 4:30 pm on Sunday, May 26, 2024 for the Parade, which is scheduled to begin at 1:30 pm on that date. This is a Morton Grove tradition, and each year a Resolution is developed authorizing approving the closure of Dempster Street for the parade and assuming full responsibility for the direction, protection, and regulation of traffic during the time the detour is in effect, and assuming all liabilities for damages of any kind occasioned by the closing of said state route.

XI. **TRUSTEES' REPORTS** (continued)

D. Trustee Thill: (continued)

Trustee Thill moved, seconded by Trustee Travis, to approve Resolution 24-28.

Motion passed: 5 ayes, 0 nays, 1 absent.

Tr. Khan	<u>absent</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

2. **Resolution 24-29, Authorizing a Contract with Schroeder Asphalt Services, Inc. For the 2024 Street Patching Program.**

- a. The annual street patching program is a preventative measure for asphalt streets to maintain quality, drainage, and drivability, and extend the life of the streets in the Village. This work is typically completed in two weeks.
- b. The Public Works Department developed contract documents for the program and bids were solicited on the Village website for 11 business days. Seven bids were received, with the low bid coming from Schroeder Asphalt Services, Inc. of Huntley, IL, in the amount of \$126,765, which is \$43,325 less than the \$170,000 budgeted for this program. However, the bid amount is based on unit pricing and the contract's final price will be based on the number of units the Village determines. This contract must conform to the Prevailing Wage Act. This Resolution will approve a contract with Schroeder Asphalt Services, Inc. in an amount not to exceed \$150,000 to allow for additional paving within budget.

Trustee Thill moved to approve Resolution 24-29, seconded by Trustee Minx.

Motion passed: 5 ayes, 0 nays, 1 absent.

Tr. Khan	<u>absent</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

3. **Resolution 24-30, Authorizing the Sale of Surplus Village Vehicles and Equipment.**

- a. This Resolution will authorize the sale of nine (9) Village-owned surplus motor vehicles and two (2) Village-owned pieces of equipment at the April 23, 2024 Joint Municipal Auction, organized by the Northwest Municipal Conference. These are obsolete or surplus vehicles and property that has an estimated value exceeding \$1,000, and which is, in the opinion of the Finance Director and the Village Administrator, is no longer necessary or useful to the Village. The Village has sold surplus vehicles and equipment through the Conference's joint municipal surplus vehicle auctions in the past and has found this process to be a cost-efficient way to sell surplus vehicles and equipment.

Trustee Thill moved, seconded by Trustee Minx, to approve Resolution 24-30.

XI. **TRUSTEES' REPORTS** (continued)

D. Trustee Thill: (continued)

Upon the vote, the **motion passed: 5 ayes, 0 nays, 1 absent.**

Tr. Khan	<u>absent</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

4. Trustee Thill also thanked Mike Lukich and his staff for doing a wonderful job in cleaning up the front portion of the little "finger" of forest preserve property along Lehigh Avenue between Elm Street and Chestnut.

XI. **TRUSTEES' REPORTS** (continued)

E. Trustee Travis:

Trustee Travis reported on behalf of the Community Relations Commission. Earth Month-related activities include:

- **Community Garage Sales:** This is scheduled for June 7–9. Registration to participate in this event is open; and
- **Summer Adopt a Planter:** Registration begins soon for this annual event. Please note, this year, no planters at the Metra station will be available due to planned construction.

F. Trustee Witko:

1. Trustee Witko presented for a first reading **Ordinance 24-05, Approving a Special Use Permit for an Indoor Recreational Facility at 8150 Lehigh Avenue in Morton Grove, IL.**
 - a. Trustee Witko explained that this case is pursuant to Plan Commission Case PC 24-02, which was presented earlier this evening by Community Development Administrator Brandon Nolin. As this is the first reading of the Ordinance, no action will be taken this evening.
2. Next, Trustee Witko presented **Resolution 24-31, Approving an Economic Incentive and Tax Increment Allocation Financing Development Agreement by and between the Village of Morton Grove, IL, and 6724 Dempster LLC in regard to Certain Real Property Located in the Sawmill Station Redevelopment Area and the Expenditure of Funds from the Sawmill Station Tax Increment Financing District Fund.**

XI. **TRUSTEES' REPORTS** (continued)

F. Trustee Witko: (continued)

- a. Trustee Witko explained that the Developer, 6724 Dempster Street LLC, became the owner of a 1.10 acre unimproved property commonly known as 6724 Dempster Street in Morton Grove. The Developer was authorized under Ordinance 24-03 to construct a mixed-use development on the property, to include six residential apartments, and ground-floor commercial units including an approximately 2,000 square-foot Joe Donut restaurant. Construction of this development is expected to cost \$5.9 million and is not economically feasible without Village assistance.
- b. The Developer and Village staff have negotiated an Economic Development Agreement that will reimburse the Developer up to \$1.45 million in TIF-eligible costs incurred by the Developer in return for the construction of the Development. Under the terms of this Agreement:
 - The Village will reimburse the developer up to \$368,000 in the first six (6) years following Development completion in amounts equal to 75% of sales taxes generated by the Development and received by the Village.
 - The Village will reimburse the developer up to \$137,000 in the seven (7) to twelve (12) years following Development completion in amounts equal to 25% of the sales taxes generated by the Development and received by the Village.
 - The Village will reimburse the developer up to \$945,000 in amounts equal to 95% of the incremental property taxes generated by the property and received by the Village within the 15 years following development completion.
 - The Assistance will be reduced by 50% of the difference between the projected project budget of \$5,907,900 and the actual project costs.
 - If the developer sells the property within 12 years following development completion, the Assistance will be reduced by 50% of the difference between the projected sales price by year as defined by the Agreement and the actual sales price.
- c. Trustee Witko noted the Assistance to the Developer represents 24.5% of total project costs, and the Development is projected to generate approximately \$4 million in incremental property tax and local sales tax over the life of the Sawmill Station TIF District. The Developer may receive up to \$1,450,000 in TIF funds from the Sawmill Station TIF District upon satisfying certain development requirements.

Trustee Witko moved to approve Resolution 24-31, seconded by Trustee Travis.

- d. Trustee Thill commented that this is why TIFs exist—to bring new businesses to town. This is great for the Village, but he's worried about what Joe Donut will do to his waistline! Trustee Thill welcomed them to Morton Grove.

Mayor DiMaria called for the vote on Resolution 24-31.

XI. **TRUSTEES' REPORTS** (continued)

F. Trustee Witko: (continued)

Motion passed: 5 ayes, 0 nays, 1 absent.

Tr. Khan	<u>absent</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

- e. Mayor DiMaria thanked Nick Philippos for “taking a chance” on Morton Grove. He said many successes have happened thanks to Economic Incentive and Tax Increment Allocation Financing Agreements such as this one. Mayor DiMaria said TIFs in Morton Grove are and have been very successful. He said he was humbled and grateful to welcome this new business to town.
- f. Trustee Shiba also praised Nick, saying he LOVES their restaurant on Milwaukee Avenue and goes out of his way to go there.

XII. **OTHER BUSINESS**

NONE

XIII. **WARRANTS**

In the absence of Trustee Khan, Trustee Travis presented the Warrant Register for April 9, 2024 in the amount of \$337,662.92. She moved to approve the Warrants as presented, seconded by Trustee Witko.

Motion passed: 5 ayes, 0 nays, 1 absent.

Tr. Khan	<u>absent</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. Witko	<u>aye</u>

XIV. **RESIDENTS' COMMENTS**

- 1. **David King**, a 36-year resident, addressed the Board. He said he has previously written to the Board and spoken at Board Meetings about the dangers of recreational cannabis. He had spoken in opposition to having a cannabis facility in Morton Grove. He said, since the Mad Men store opened in the spring of 023, there have been a number of recent articles about new studies that have come out regarding the risks and dangers of cannabis use, in addition to those we’ve already know about for many years. Mr. King said, earlier today, he had sent the Board Members a letter containing recent articles about the dangers of cannabis use from the American Heart Association, the New York Time, and other media outlets. These articles unequivocally reflect that recreational cannabis use is linked to increased risk of heart attacks and strokes, and increased risks of heart failure, problems with asthma, and an increased rise in psychiatric disorders.

XIV.

RESIDENTS' COMMENTS (continued)

- a. Mr. King urged the Board to read the articles; they're important. He also asked the Board to look at the recreational cannabis building in Sawmill Station, because there are signs posted on the building saying "Premium Highs—Low Prices." He felt those signs were disgusting and even dangerous considering the risks of cannabis use, adding, "If they don't violate the letter of the law, they certainly violate the spirit of it." Mr. King felt those signs were inappropriate and set a bad example for the youth of Morton Grove. He thought a better sign would be "Let's Just Say No to Recreational Cannabis." He asked the Board to keep the dialogue open about the public health risks, and hoped future consideration might lead the Board to ask themselves if having a recreational cannabis facility in Morton Grove is worth the risks to public health and the dangers of having such a facility.
 - b. Mayor DiMaria told Mr. King that he knows the sign he's referring to and the Village will let Mad Men know that residents are complaining about the appropriateness of the sign and that they should take it down.
2. **Rudy Vilk.** Mayor DiMaria noted that Mr. Vilk had written on his sheet the exact thing he has written at least 100 times before. He pointed out that "Residents Comments" is for comments only, not to be used as a question-and-answer session. He challenged Mr. Vilk to ask a fresh new question, and said, if he couldn't, it would be the same old thing of Mr. Vilk complaining about how he, the Board members, and Village perform their jobs.
- a. Mr. Vilk said that he and anyone who uses less than \$3,000 gallons of water is charged a lot of money. He also said that he had made a mistake in a recent letter and no one caught it, which makes him wonder if anyone actually read the letter, because if they had, someone would have caught the mistake. Mayor DiMaria said he had met with Mr. Vilk in his conference room and answered every question the man had. The mayor then asked for a motion to adjourn the meeting.

XV.

ADJOURNMENT

Trustee Minx moved to adjourn the meeting, seconded by Trustee Witko. **Motion passed unanimously via voice vote with one absent.**

The meeting adjourned at 7:24 p.m.

PASSED this 23rd day of April, 2024.

Trustee Khan	_____
Trustee Minx	_____
Trustee Shiba	_____
Trustee Thill	_____
Trustee Travis	_____
Trustee Witko	_____

APPROVED by me this 23rd day of April, 2024.

Daniel P. DiMaria, Village President
 Board of Trustees, Morton Grove, Illinois

APPROVED and FILED in my office this 24thth day of April, 2024.

Eileen Harford, Village Clerk
 Village of Morton Grove, Cook County, Illinois

Minutes by Teresa Cousar

Proclamation

Village of Morton Grove

WHEREAS, International Compost Awareness Week (ICAW) is the largest and most comprehensive education initiative of the compost industry, and celebrated nationwide and in other countries each year during the first full week of May, and

WHEREAS, this year International Compost Awareness Week will be celebrated from May 5 through May 11, and

WHEREAS, International Compost Awareness Week is designed to promote the benefits of composting and compost itself for effective resource management, soil health, and plant growth, and

WHEREAS, composting returns organic resources to the soil, promotes water conservation during extreme drought or flooding conditions, reduces water consumption and non-point pollution, stores carbon in soils reducing climate impacts and is a proven method of decreasing the dependence on chemical fertilizers and decreasing erosion, and

WHEREAS, organic materials make up approximately 30% of the material going to landfills and has composting is one of the primary methods used to reach waste diversion goals; and

WHEREAS, materials such as yard trimmings, vegetable cuttings, biosolids, food scraps, are all composted and converted into compost;

WHEREAS, composting creates green jobs and infrastructure for cities and states who implement composting programs; and

WHEREAS, this year's theme "COMPOST... Nature's Climate Champion!" highlights the role compost plays in fighting climate change by decreasing methane gas, removing carbon from the atmosphere, and reducing pollution created by commercial fertilizer.

NOW, THEREFORE, I, Daniel P. DiMaria, Mayor of the Village of Morton Grove, do hereby proclaim the week of May 5 – 11, 2024 as

INTERNATIONAL COMPOST AWARENESS WEEK

in the Village of Morton Grove and I encourage our residents and businesses to explore the benefits of composting

FURTHER, I urge all citizens to explore a composting service such as Groot and Wastenot for all organic waste including landscape trimmings and food scraps and do their part to create a more sustainable planet.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Village of Morton Grove.

Daniel P. DiMaria, Village President

Legislative Summary

Resolution 24-35

AUTHORIZING THE EXECUTION OF AN EXTENSION OF THE CONTRACT WITH LAUTERBACH & AMEN, LLP TO PERFORM AUDITING SERVICES

Introduced:	April 23, 2024
Purpose:	To authorize the Village Administrator to execute a contract extension with Lauterbach & Amen LLP for 2023 Audit Services
Background:	<p>The Village is proud to have received the Certificate of Achievement in Financial Reporting for more than twenty years. In compliance with state statutes, the Village has its financial statements professionally audited annually. In 2017, pursuant to Resolution 17-01, the Village entered into an agreement with Lauterbach & Amen, LLP, to perform auditing services for the 2016, 2017, 2018 and 2019 calendar years based on their knowledge and experience in municipal auditing, and experience in ensuring the Comprehensive Annual Financial Report conforms to the standards required by the Government Finance Officers Association. Lauterbach & Amen, LLP performed its auditing services in a suitable and satisfactory manner, and this contract was extended for the 2020, 2021, and 2022 audits.</p> <p>Lauterbach and Amen has submitted a proposal attached hereto as Exhibit A to perform auditing services for the Village for the 2023 audit with fees which are favorable to the Village. The Finance Director and Village Administrator recommend that this contract be extended for an additional year. This Resolution will approve a contract extension with Lauterbach & Amen, LLP, for auditing services for the fiscal year ending December 31, 2023.</p>
Programs, Departs or Groups Affected	Finance Department
Fiscal Impact:	\$35,600
Source of Funds:	General Fund # 02-20-12-55-2110
Workload Impact:	The Finance Department, as part of their normal work activities, will manage and implement this contract.
Administrator Recommendation:	Approval as presented.
Second Reading:	Not Required
Special Considerations or Requirements:	None

RESOLUTION 24-35

AUTHORIZING THE EXECUTION OF AN EXTENSION OF THE CONTRACT WITH LAUTERBACH & AMEN, LLP TO PERFORM AUDITING SERVICES

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule government under the provision of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function of its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS the Village's financials are currently in good order having received the Certificate of Achievement in Financial Reporting for more than twenty years; and

WHEREAS the Village is required by State Statute to have an audit of its financial statements annually; and

WHEREAS a qualifications-based selection process was implemented in 2016 wherein the Village solicited proposals/bids from seven (7) firms, and subsequently received five (5) proposals, which provided a scope of services that met the Village's needs and expectations; and

WHEREAS pursuant to Resolution 17-01, on January 9, 2017 the Village selected Lauterbach & Amen, LLP, for a four-year contract to perform auditing services for the 2016, 2017, 2018 and 2019 calendar years based on the quality of their proposal and their knowledge and experience in municipal auditing, expertise with Governmental Accounting Standards Board Pronouncements, and experience in ensuring the Comprehensive Annual Financial Report conforms to the standards required by the Government Finance Officers Association; and

WHEREAS the Village found it to be in the best interest of the Village to extend the contract with Lauterbach & Amen LLP for an additional three years in 2021; and

WHEREAS Lauterbach & Amen, LLP has performed its auditing services in a suitable and satisfactory manner; and

WHEREAS the Government Finance Officers Association best practices recommends audit agreements of a duration of at least five years; and

WHEREAS Lauterbach and Amen has submitted a proposal attached hereto as Exhibit A to perform auditing services for the Village for an additional year with fees which are favorable to the Village when compared with the proposals received in 2016; and

WHEREAS the Village President and Board of Trustees considers it to be in the best interest of the Village to extend the contract for auditing services from Lauterbach & Amen, LLP, for a one year for the fiscal year ending December 31, 2023.

NOW, THEREFORE BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing whereas clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Village Administrator and/or his designee is hereby authorized to negotiate and execute a contractual agreement with Lauterbach & Amen, LLP for auditing services pursuant to terms and conditions consistent with their proposal dated April 15, 2024, attached hereto as Exhibit A.

SECTION 3: The Village Administrator and Finance Director/Treasurer are hereby authorized to take all steps necessary to implement such contract.

SECTION 4: This resolution shall be in full force and effect upon its passage and approval.

Passed this 23rd day of April 2024

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Thill _____
Trustee Travis _____
Trustee Witko _____

Approved by me this 23rd day of April 2024

Daniel P. DiMaria, Village President
Village of Morton Grove
Cook County, Illinois

Approved and Filed in my office this
24th day of April 2024

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois



April 15, 2024

Honorable President
Members of the Board of Trustees
Village of Morton Grove, Illinois

We are pleased to confirm our understanding of the services we are to provide the Village of Morton Grove, Illinois for the year ended December 31, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities and each major fund, and the disclosures, which collectively comprise the basic financial statements of the Village as of and for the year ended December 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, GASB-required pension reporting and GASB-required other post-employment benefit (OPEB) reporting.

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements: combining fund statements, individual fund statements, budgetary comparison schedules and other information as supplemental schedules.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report: introductory and statistical information.

Audit Scope and Objectives - Continued

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Village or to acts by management or employees acting on behalf of the Village.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if applicable, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the Village and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning: management override of controls, improper revenue recognition, and general or local economic challenges. Planning for this engagement has not concluded and is subject to change.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements and required audit adjustments, if any, for the Village in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services, and required audit adjustments, if any, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Responsibilities of Management for the Financial Statements - Continued

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Village involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on, the supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

Our fees for the year ended December 31, 2023 audit will be:

Services Provided	Calendar Year 12/31/2023
• ACFR (Audit Report)	\$35,175 Annual
• TIF Compliance Report	\$425 Annual
Annual Total Costs of Services	\$35,600

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over sixty days.

Lauterbach & Amen’s client portal is used solely as a method of exchanging information and is not intended to store the Village’s information. At the end of the engagement, we will provide the Village with a copy (in an agreed-upon format) of deliverables and data related to the engagement from the portal.

Upon completion of the engagement, data and other content will either be removed from the portal or become unavailable to Lauterbach & Amen, LLP within twelve months.

The Village agrees that during the term of this agreement and for a period of twelve months thereafter, the Village shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Village to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person’s annual compensation.

Reporting

We will issue a written report upon completion of our audit of the Village’s financial statements. Our report will be addressed to the Board of Trustees of the Village. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

Reporting - Continued

We appreciate the opportunity to be of service to the Village of Morton Grove, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Morton Grove, Illinois.

By: _____

Title: _____

Legislative Summary

Resolution 24-32

AUTHORIZING THE EXECUTION OF A CONTRACT WITH BILL'S PLUMBING AND SEWER, INC. FOR THE 2024 EMERGENCY LEAD LINE REPLACEMENT PROGRAM

Introduced:	April 23, 2024
Purpose:	To authorize the Village Administrator to execute a contract with Bill's Plumbing and Sewer, Inc. of Northbrook, Illinois for the 2024 Emergency Lead Line Replacement Program.
Background:	The Illinois Environmental Protection Agency (IEPA) Public Act 102-0613 does not allow municipalities to make emergency partial lead line repairs. The Act requires full lead line replacement from the Village water main to the Village water meter. The Public Works Department advertised on the Village Website beginning February 21, 2024, inviting bids for the 2024 Emergency Lead Line Replacement Program. A sealed bid opening was held on March 11, 2024, at the Public Works Facility in which two (2) Plumbing Contractors submitted sealed bids (See Exhibit A). Staff verified the qualifications and availability and determined the lowest responsible bidder is Bill's Plumbing and Sewer, Inc. of Northbrook, Illinois, of \$84,000.00. The bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village; however, the final price of the contract will be based upon the number of units the Village determines to be in the best interest of the Village. This Resolution will authorize a contract with Bill's Plumbing and Sewer, Inc. of Northbrook, Illinois for the 2024 Emergency Lead Line Replacement Program, and if circumstances warrant, authorizes the Village Administrator to extend this contract for the 2025 and/or 2026 Emergency Lead Line Replacement Program. The unit price will be adjusted according to the Consumer Price Index (CPI) for the two additional years. Funding for the above work is included in the Village of Morton Grove 2024 Adopted Budget in Account Number 40-50-33-55-2290.
Programs, Departs or Groups Affected	Public Works Department and Village Residents
Fiscal Impact:	Not to exceed \$84,000.00. Since the bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village the final price of the contract will be based upon the number of units the Village determines
Source of Funds:	2024 Adopted Enterprise Fund Account Number 40-50-33-55-2290
Workload Impact:	The Public Works Department, as part of their normal work activities, will manage and implement this contract.
Administrator Recommendation:	Approval as presented.
Second Reading:	Not Required
Special Considerations or Requirements:	None

Submitted by: Ralph E. Czerwinski, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Kevin Lochner, Director of Operations

RESOLUTION 24-32

AUTHORIZING THE EXECUTION OF A CONTRACT WITH BILL'S PLUMBING AND SEWER, INC. FOR THE 2024 EMERGENCY LEAD LINE REPLACEMENT PROGRAM

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, the Illinois Environmental Protection Agency (IEPA) Public Act 102-0613 does not allow municipalities to make emergency partial lead line repairs. The Act requires full lead line replacement from the Village water main to the Village water meter; and

WHEREAS, the Public Works Department advertised on the Village Website beginning February 21, 2024, inviting bids for the 2024 Emergency Lead Line Replacement Program; and

WHEREAS, a sealed bid opening was held on March 11, 2024, at the Public Works Facility in which two (2) Plumbing Contractors submitted sealed bids, (See Exhibit A); and

WHEREAS, staff verified the qualifications and availability and determined the lowest responsible bidder is Bill's Plumbing and Sewer, Inc. of Northbrook, Illinois in the amount of \$84,000.00; and

WHEREAS the bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village, however, the final price of the contract will be based upon the number of units the Village determines to be in the best interest of the Village; and

WHEREAS funding for the additional work is available in the 2024 Adopted Budget Enterprise Fund Account Number 40-50-33-55-2290; and

WHEREAS, the bid submitted by Bill's Plumbing and Sewer, Inc. entitles the Village at its discretion to extend the contract for two (2) additional one (1) year periods with the unit price adjusted to meet the Consumer Price Index (CPI).

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Corporate Authorities accept the bid of Bill's Plumbing and Sewer, Inc. 1855 Holste Rd., Northbrook, Illinois 60062 for the 2024 Emergency Lead Line Replacement Program in the amount of \$84,000.00.

SECTION 3: The Village Administrator is hereby authorized to execute a contract with Bill's Plumbing and Sewer, Inc. for the 2024 Emergency Lead Line Replacement Program in an amount next to exceed \$84,000.00.

SECTION 4: The Village Administrator, Director of Public Works, and their designees are hereby authorized to take all steps necessary to implement, supervise, and manage the contract with Bill's Plumbing and Sewer, Inc. 1855 Holste Rd., Northbrook, Illinois in an amount not to exceed \$84,000.00.

SECTION 5: The Village Administrator is further authorized to extend this contract for 2025 and 2026 if, in the opinion of the Village Administrator, then existing circumstances warrant.

SECTION 6: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 23rd day of April 2024

- Trustee Khan _____
- Trustee Minx _____
- Trustee Shiba _____
- Trustee Thill _____
- Trustee Travis _____
- Trustee Witko _____

Approved by me this 23rd day of April 2024

Daniel P. DiMaria, Village President
Village of Morton Grove
Cook County, Illinois

Approved and Filed in my office this
24th day of April 2024

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Legislative Summary

Resolution 24-33

AUTHORIZING A CONTRACT WITH WAUKEGAN ROOFING CO., INC. FOR THE PUBLIC WORKS ROOF REPLACEMENT PROJECT

Introduced:	April 23, 2024
Purpose:	To authorize the Village Administrator to execute a contract with Waukegan Roofing Co., Inc. to replace two sections of roofs at the Public Works facility
Background:	A 2021 roof inspection revealed sections of the Public Works facility roof have reached the end of their useful service life. A contract to replace the deteriorated sections of roof as depicted in Exhibit “A” was bid through a public process in accordance with Village requirements. Five sealed bids were received, and publicly opened on April 5, 2024. Waukegan Roofing Co., Inc. of 956 Campus Drive Mundelein, IL submitted the low bid as depicted in Exhibit “B” of \$207,659.00. The bid also included prices for additional work if unforeseen roof decking repairs are needed. This Resolution authorizes a contract with Waukegan Roofing Co., Inc. in the amount of \$207,659.00, with authority to increase the contract amount to \$232,659.00 if needed. This contract must conform to the requirements of the Prevailing Wage Act
Programs, Departments or Groups Affected	Public Works
Fiscal Impact:	\$207,659.00 initial contract with authority to \$232,659.00
Source of Funds:	2024 General Funds Account Numbers 02-80-24-57-1032
Workload Impact:	The Public Works Department, as part of their normal work activities, will manage and implement the project.
Administrator Recommendation:	Approval as presented.
Second Reading:	Not Required
Special Considerations or Requirements:	None

Submitted by: Ralph E. Czerwinski, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Bill Burns, Public Works Superintendent

RESOLUTION 24-33

AUTHORIZING A CONTRACT WITH WUAKEGAN ROOFING CO., INC. FOR PUBLIC WORKS ROOF REPLACEMENT PROJECT

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, a 2021 Public Works roof inspection revealed several portions of roofing at the Public Works facility have reached the end of their useful service life and need restoration and replacement; and

WHEREAS, on March 20, 2024, the Public Works Department advertised a bid packet on the Village's website to replace those portions of the roof at the Public Works facility depicted on Exhibit "A" as "R1" and "R2"; and

WHEREAS, the bid packet included a request that contractors provide unit prices in the event of unforeseen roof decking repairs are necessary; and

WHEREAS, a mandatory pre-bid meeting was conducted at 1:00 PM on March 25, 2024; and

WHEREAS, twenty-five entities, contractor or suppliers obtained the bidding material; and

WHEREAS, five bids were received, publicly opened and read at the Morton Grove Village Hall on April 4, 2024, with the bid results depicted on Exhibit "B"; and

WHEREAS, Waukegan Roofing Co, Inc. located at 956 Campus Drive Mundelein, IL 60060 was determined to be the low bidder; and

WHEREAS, qualification and availability of the low bidder have been verified; and

WHEREAS, this contract must conform to the requirements of the Prevailing Wage Act
WHEREAS, funding for the Public Works Roof project is available in the 2024 Adopted Budget General Funds Capital Improvements to Buildings Account Number 02-80-24-57-1032.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Corporate Authorities accept the bid of Waukegan Roofing Co., Inc. of 956 Campus Drive Mundelein, IL 60060 for the Public Works Roof Project in the amount of \$207,659.00

SECTION 3: The Village Administrator is authorized to enter into a contract with Waukegan Roofing Co., Inc. for the Public Works Roof Replacement contract in the amount of \$207,659.00, with

authority to increase the contract amount to \$232,659.00 in the event addition repairs to the roof decking are needed.

SECTION 5: The Village Administrator and Director of Public Works or their designees are authorized to take all steps necessary to implement the contract with Waukegan Roofing Co., Inc.

SECTION 4: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 23rd day of April 2024

Trustee Khan	_____
Trustee Minx	_____
Trustee Shiba	_____
Trustee Thill	_____
Trustee Travis	_____
Trustee Witko	_____

Approved by me this 23rd day of April 2024

 Daniel P. DiMaria, Village President
 Village of Morton Grove
 Cook County, Illinois

Attested and Filed in my office this
24th day of April 2024

 Eileen Scanlon Harford, Village Clerk
 Village of Morton Grove
 Cook County, Illinois

Exhibit "A"



Village of Morton Grove, Cook County, Illinois
Public Works Roof Replacement
Bid Tabulation
 Bid Opening: April 4, 2024

EXHIBIT B

				Engineer's Estimate		Waukegan Roofing Co., Inc.	Riddiford Roofing Company	DCG Roofing Solutions, Inc.	Knickerbocker Roofing and Paving Co.	L. Marshall Roofing & Sheet Metal					
						956 Campus Drive	2333 Hamilton Road	2045 Janice Avenue	16851 South Lathrop Avenue	2100 Lehigh Avenue					
						Mundelein, IL 60060	Arlington Heights, IL 60005	Melrose Park, IL 60160	Harvey, IL 60426	Glenview, IL 60026					
PAY ITEM	PAY ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST
1	Base Bid A,B, & C	EA	1	\$310,000.00	\$310,000.00	\$207,659.00	\$207,659.00	\$247,731.00	\$247,731.00	\$262,000.00	\$262,000.00	\$263,850.00	\$263,850.00	\$268,000.00	\$268,000.00
UNIT COST BID ITEMS															
2	Concrete Decking	SF					\$5.00		\$55.00		\$50.00		\$45.00		\$50.00
3	Steel Deck Repair	SF					\$3.00		\$7.00		\$25.00		\$17.00		\$20.00
4	Drain Replacement	EA					\$2,500.00		\$2,400.00		\$3,500.00		\$2,300.00		\$4,500.00
5	Wood Blocking Replacement	LF					\$4.00		\$9.00		\$6.50		\$6.50		\$10.00
6	Labor Hourly Cost	HOUR					\$130.00		\$148.00		\$150.00		\$157.00		\$169.00
CORRECTED TOTAL PROPOSAL AMOUNT					\$310,000.00		\$207,659.00		\$247,731.00		\$262,000.00		\$263,850.00		\$268,000.00
AS-READ PROPOSAL AMOUNT							\$207,659.00		\$247,731.00		\$262,000.00		\$263,850.00		\$268,000.00

Apparent Low Bidder:	Waukegan Roofing Co., Inc.
Apparent Low Bid Amount:	\$207,659.00
Engineer's Estimate of Cost:	\$310,000.00
Difference:	-\$102,341.00

Legislative Summary

Resolution 24-34

AUTHORIZING A CONTRACT WITH BUILDERS ASPHALT LLC FOR 2024 MATERIAL PURCHASING PROGRAM

Introduced:	April 23, 2024
Purpose:	To authorize the Village Administrator to execute a contract with Builders Asphalt LLC for 2024 Material Purchasing Program.
Background:	The Village has an annual program to purchase asphalt to maintain Village rights-of-way and properties. Asphalt removed during Public Works Department maintenance efforts is recycled by the asphalt producer. The purchase and recycling of construction materials is paid for using General Funds and Motor Fuel Tax Funds. The use of Motor Fuel Tax Funds is administratively controlled by the State of Illinois. It requires bidding procedures and contract documents for these amounts conforming to State requirements. This contract was bid through a public process in accordance with the Municipal Code and Illinois Department of Transportation requirements. The contract was advertised, and sealed bids were received. The lowest responsive and responsible bid was from Builders Asphalt LLC of Hillside, Illinois with a bid amount of \$93,600.00. The Village's cost to pick-up the material from the asphalt plant in Mount Prospect, Illinois is calculated to be \$38,220.00, which is less than the transportation cost calculated for the other bid. The bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village, and the final price of the contract will be reduced to the amount budgeted. This Resolution will approve a contract with Builders Asphalt LLC for the 2024 Material Purchasing Program in an amount not to exceed \$85,000.00
Programs, Departs or Groups Affected	Public Works Department
Fiscal Impact:	\$85,000
Source of Funds:	2024 Adopted Budget General Fund Account 02-50-17-56-3110 & Motor Fuel Tax Fund 03-50-60-56-3110 in the cumulative amount of \$85,000.
Workload Impact:	The Public Works Department as part of their normal work activities will perform the management and implementation of the project.
Administrator Recommendation:	Approval as presented.
Second Reading:	Not Required
Special Considerations or Requirements:	None

Submitted by: Ralph E. Czerwinski, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Chris Tomich, Village Engineer

RESOLUTION 24-34

AUTHORIZING A CONTRACT WITH BUILDERS ASPHALT LLC FOR 2024 MATERIAL PURCHASING PROGRAM

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, an annual material purchasing program is necessary to dispose of recyclable asphalt and to purchase asphalt for use by the Public Works Department to maintain the Village's rights-of-way and properties; and

WHEREAS, the Public Works Department uses Village trucks to deliver recyclable asphalt, collect the asphalt from a producer, and deliver the asphalt to the work site; and

WHEREAS, there is a travel cost to the Village for driving a dump truck to and from an asphalt plant; and

WHEREAS, it is in the best interest for the Village to quantify the theoretical travel cost for each asphalt plant and consider the theoretical travel cost when comparing competitively bid prices from asphalt suppliers as a mileage factor; and

WHEREAS, the delivery of recyclable asphalt and the purchase of asphalt are paid for using funding from General Fund and Motor Fuel Tax Fund; and

WHEREAS, use of Motor Fuel Tax funding is administratively controlled by the State of Illinois, which requires bidding procedures and contract documents for these amounts conforming to State requirements; and

WHEREAS, this contract was bid through a public process in accordance with the Municipal Code and Illinois Department of Transportation requirements; and

WHEREAS, the Public Works Department advertised in the Illinois Department of Transportation Bureau of Local Roads and Streets "Notice to Contractors Bulletin" Bulletin Nos. 24-14 and 24-15 and the Village's website inviting bids on the "2024 Material Purchasing Program MFT Section 24-00000-02-GM"; and

WHEREAS, ten entities, contractors or suppliers obtained the bidding materials; and

WHEREAS, two bids were received, publicly opened and read at the Public Works Facility at 10:00 a.m. on April 19, 2024, with the bid tabulation included in Exhibit "A"; and

WHEREAS, Builders Asphalt LLC of Hillside, Illinois is the low bidder with a bid amount of \$93,600.00; and

WHEREAS, the Village’s cost to pick-up the material from the asphalt plant in Mount Prospect, Illinois is calculated to be \$38,220.00, which is less than the transportation cost calculated for the other bid, and

WHEREAS, the bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village, however, the final price of the contract will be based upon the number of units the Village determines to be in the best interest of the Village; and

WHEREAS, funding for the above work in the cumulative amount of \$85,000.00 is available in the 2024 Adopted Budget General Fund Account Number 02-50-17-56-3110 and Motor Fuel Tax Account Number 03-50-60-56-3110, and

WHEREAS, the low bid of Builders Asphalt LLC for the hot-mix asphalt and recycling material is \$9,600 more than the Engineer’s Estimate of Cost and \$8,600.00 more than the budgeted amount; and

WHEREAS, the production plant in Mount Prospect, Illinois is certified by the Illinois Department of Transportation and provides asphalt for a large number of communities and highway agencies in this area, including the Village, for many years.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Corporate Authorities accept the bid of Builders Asphalt LLC of Hillside, Illinois in the amount of \$93,600.00.

SECTION 3: The Village Administrator is hereby authorized to execute the form titled “Acceptance of Proposal to Furnish Materials and Approval of Award” (Exhibit “B”) in order to deliver recyclable asphalt to and purchase asphalt from Builders Asphalt LLC in an amount not to exceed \$85,000.00.

SECTION 4: The Village Administrator and Director of Public Works or their designees are authorized to take all steps necessary to implement the contract with Builders Asphalt LLC.

SECTION 5: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 23rd day of April 2024

Trustee Khan	_____
Trustee Minx	_____
Trustee Shiba	_____
Trustee Thill	_____
Trustee Travis	_____
Trustee Witko	_____

Approved by me this 23rd day of April 2024

Daniel P. DiMaria, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this
24th day of April 2024

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

EXHIBIT "A"



Tabulation of Bids

County: Cook					Date: 4/19/2024		Name of Bidder: Builders Asphalt, LLC		Peter Baker & Son Company					
Local Agency: Village of Morton Grove					Time: 10:00am		Address of Bidder: 4401 Roosevelt Road		1349 Rockland Road					
Section: 24-00000-02-GM					Appropriation: \$ 85,000.00		Hillside, IL 60162		Lake Bluff, IL 60044					
Estimate: 84,000.00														
Attended By: Chris Tomich and Mike Gesualdo							Proposal Guarantee: Bid Bond		Bid Bond					
							Terms: 5%		5%					
Approved Engineer's Estimate														
Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	HMA Surface Course, Mix "D", N50	F.O.B.	TON	1300	60.00	\$ 78,000.00	66.00	\$ 85,800.00	70.00	\$ 91,000.00				
2	Recycling of Asphalt Material	Plant	LOAD	120	50.00	\$ 6,000.00	65.00	\$ 7,800.00	100.00	\$ 12,000.00				
3	Theoretical Transportation Cost - Builder	Plant	MILES	19.6	\$ -		1,950.00	\$ 38,220.00	\$ -		\$ -		\$ -	
4	Theoretical Transportation Cost - Arrow	Plant	MILES	43.4	\$ -			\$ -	1,950.00	\$ 84,630.00	\$ -		\$ -	
					\$ -		\$ -		\$ -		\$ -		\$ -	
					\$ -		\$ -		\$ -		\$ -		\$ -	
Total Bid:							As Read:		131,820.00					
							As Calculated:		131,820.00		187,630.00			
							Deduct Hauling		38,220.00		84,630.00			
							Contract Amount		93,600.00		103,000.00			



EXHIBIT "B"

Acceptance of Proposal to Furnish Materials and Approval of Award

Local Public Agency	County	Street Name/Road Name	Section Number
Morton Grove	Cook	N/A	24-00000-02-GM

Bidder's Name
 Builders Asphalt LLC

Bidder's Address	City	State	Zip Code
4401 Roosevelt Road	Hillside	IL	60162

In accordance with your proposal submitted on 04/19/24, a copy of which is in our files, you have been awarded the contract for furnishing the following materials required in the maintenance of the above designated project. Materials shall be inspected in accordance with current Departmental policies.

Item	Unit of Measure	Quantity	Unit Price	Amount
HMA Surface Course Mix D, N50	Ton	1,189	\$66.0000	\$78,474.00
Recycling of Asphalt Materials	Load	100	\$65.0000	\$6,500.00
Total				\$84,974.00

Terms

Shipping Instructions
 Amount not to exceed \$85,000.

For Municipal Projects

Municipal Official Signature & Date

For County And Road District Project

Highway Commissioner Signature & Date

Illinois Department of Transportation
 Concurrence in Approval of Award

Regional Engineer Signature & Date

County Engineer/Superintendent of Highways Signature & Date

Legislative Summary

Ordinance 24-06

**AN ORDINANCE APPROVING AMENDMENTS TO THE AGREEMENT
ESTABLISHING THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
AS A MUNICIPAL JOINT ACTION AGENCY AND TO THE BYLAWS OF THE
SOLID WASTE AGENCY OF NORTHERN COOK COUNTY**

Introduction:	April 23, 2024
Purpose:	To approve an amendment to the agreement establishing the Solid Waste Agency of Northern Cook County as a municipal joint action agency and to the bylaws of the Solid Waste Agency of Northern Cook County
Background:	<p>The Solid Waste Agency of Northern Cook County (SWANCC) is an intergovernmental agency established in 1988 to facilitate the delivery of effective, competitive, and environmentally sound collection, transportation, transfer, processing, treatment, storage, disposal, recovery, and reuse of municipal waste for its members. The function and operation of SWANCC are governed by an Agreement entered into by and among the Village and other municipalities which established SWANCC as a municipal joint action agency (“Agreement”); and by SWANCC’s By-Laws which have been approved and amended from time-to-time by its members.</p> <p>SWANCC has asked all its members to approve amendments to the Agreement and By Laws concerning the appointment of representatives authorized to act on behalf of the member at SWANCC meetings. Currently, each municipality's representatives must be one of its elected officials or its Village/City Administrator or Manager. These amendments will allow a Village staff member to be appointed as an alternative representative.</p>
Depts, Affected	Administration
Fiscal Impact:	N/A
Source of Funds:	N/A
Workload Impact	The Village Administrator’s office will submit a certified copy of this Ordinance to SWANCC upon approval
Administrative Recommendation	Approval
Second Reading:	May 14, 2024
Special Considerations	None

THE VILLAGE OF MORTON GROVE

ORDINANCE NO. 24-06

**AN ORDINANCE APPROVING AMENDMENTS TO
THE AGREEMENT ESTABLISHING
THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
AS A MUNICIPAL JOINT ACTION AGENCY
AND
TO THE BYLAWS OF THE SOLID WASTE AGENCY
OF NORTHERN COOK COUNTY**

Adopted by the Village Board
of the Village of Morton Grove, Cook County, Illinois
this 14th day of May 2024

Published in pamphlet form by direction
and authority of the Village Clerk of the Village of Morton Grove
Cook County, Illinois
this 15th day of May 2024

VILLAGE OF MORTON GROVE

ORDINANCE NO. 24-06

**AN ORDINANCE APPROVING AMENDMENTS TO
THE AGREEMENT ESTABLISHING
THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
AS A MUNICIPAL JOINT ACTION AGENCY
AND
TO THE BYLAWS OF THE SOLID WASTE AGENCY
OF NORTHERN COOK COUNTY**

WHEREAS, the Village of MORTON Grove (“*Village*”) is a home rule municipal corporation existing in accordance with the Illinois Constitution of 1970; and

WHEREAS, Section 6(a) of Article VII of the Illinois Constitution of 1970 authorizes home rule units, such as the Village, to “exercise any power and perform any function pertaining to its government and affairs;” and

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 authorizes units of local government, such as the Village, to contract or otherwise associate amongst themselves in any manner not otherwise prohibited by law or ordinance; and

WHEREAS, Section 3 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/3, permits any powers, privileges, functions, or authority exercised or which may be exercised by a unit of local government, such as the Village, to be combined and exercised jointly with any other unit of local government; and

WHEREAS, pursuant to such authorization, the Village has entered into an Agreement with other municipalities establishing the Solid Waste Agency of Northern Cook County (“SWANCC”) as a municipal joint action agency (“Agreement”); and

WHEREAS, as a member of SWANCC, the Village has approved By-Laws that, together with the Agreement, govern the function and operation of SWANCC; and

WHEREAS, the Village now desires, and find it in the best interest of the health, safety, morals, and welfare of the Village, to amend the Agreement and the By-Laws of SWANCC concerning the

appointment of representatives authorized to represent the Village at meetings of SWANCC, all as set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL / VILLAGE BOARD OF TRUSTEES OF MORTON GROVE, COUNTY OF COOK, STATE OF ILLINOIS, AS FOLLOWS:

SECTION ONE: Recitals. The foregoing recitals are hereby adopted by this reference as findings of the Village Board of Trustees and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: Amendment to Agreement Section 8, "Governance," subsections *.3 and 8.4, are hereby amended as follows (added text is shown as **bold, double-underlined text** and deleted text is shown as ~~stricken text~~):

Section 8. Governance.

8.1 The Agency shall be governed and administered as provided in this Section and in the By-Laws, adopted pursuant to, and subject to the limitations of, this Agreement.

8.2 The governing body of the Agency shall be the Board of Directors. There shall be one Director for each Member, who shall be appointed by vote of the corporate authorities of the Member and who at the time of appointment shall be the (i) Mayor or President of a Member (if such Member is a municipality) or the President or Chairman of a Member (if such Member is a County), (ii) another elected member of the corporate authorities of the Member or, (iii) the chief administrative officer of the Member. The term of each initial Director shall begin when he or she is appointed and shall continue until April 30, 1991, and until his or her successor is appointed. Thereafter, all Directors shall be appointed for two-year terms expiring on April 30 of odd numbered years. Except as provided in paragraph 8.4, a person serving as a Director shall serve until his or her term expires, and thereafter until his or her respective successor is appointed. Each Director shall have one vote on the Board of Directors.

8.3 Any Member may appoint one or more persons to serve as the Alternate Director. Any such appointee shall meet the qualifications for office as a Director established in paragraph 8.2 **or shall be a staff person of the Member appointed by its corporate authority and granted the authority to act on the Member's behalf.** The Alternate Director may attend any meeting of the Board of Directors and may vote as the Director in the absence of the Director from that Member or if there is a vacancy in the position of Director from that Member. The term of an Alternate Director shall be the same as the term of the Director from the appointing Member.

Except as provided in paragraph 8.4, a person serving as Alternate Director shall serve until his or her term expires and thereafter until the successor is appointed.

8.4 All appointments of Directors and Alternate Directors shall be by ordinance or resolution of the corporate authorities of the appointing Member, a certified copy of which shall be filed with the Secretary of the Agency. Should any Director or Alternate Director cease to serve as the President, Mayor, Chairman, elected member of the corporate authorities ~~or~~, chief administrative officer of the appointing Member, or staff person of the Member granted authority to act on the Member's behalf, that person shall simultaneously cease to serve as Director or Alternate Director of the Agency and the position shall be vacant. Any vacancy in the office of the Director or Alternate Director shall be filled by appointment by the Member with respect to which the vacancy exists. Directors and Alternate Directors shall receive no compensation for their service in this capacity but may be reimbursed by the Agency for reasonable and necessary expenses incurred in the performance of their duties.

/Remainder unchanged/

SECTION TWO: Amendment to By-Laws Section 1, "Members and Powers," is hereby amended as follows (added text is shown as **bold, double-underlined text** and deleted text is shown as ~~stricken text~~):

1. Members and Powers. The Board of Directors of the Agency shall be comprised as provided in the Agreement and the By-Laws and shall exercise those powers specified in the Agreement and the By-Laws. If any Director or Alternate Director ceases to serve as the President, Mayor, Chairman, elected member of the corporate authorities ~~or~~, chief administrative officer of the Member which appointed such person, or staff person of the Member granted authority to act on the Member's behalf, becomes incapacitated or is otherwise removed as a Director or Alternate Director by the corporate authorities of the appointing Member, that seat on the Board of Directors shall, subject to the provision for participation by Alternate Directors contained in Section 2 of this Article, be vacant until a successor is appointed by that Member. (For purposes of the By-Laws, "Member" shall have the same meaning as in the Agreement.)

SECTION FOUR: Superseder. In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the Village, the terms of this Ordinance shall govern.

SECTION FIVE: Severability. If any section, paragraph, clause, phrase, provision, or part of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of

such section, paragraph, clause, phrase, provision, or part shall not affect the validity of any of the remaining provisions of this Ordinance.

SECTION SIX: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this 14th day of May 2024.

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Thill _____
Trustee Travis _____
Trustee Witko _____

Approved by me this 14th day of May 2024.

Daniel DiMaria, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this 15th day of May 2024.

Eileen Scanlon-Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Legislative Summary

Ordinance 24-05

APPROVING A SPECIAL USE PERMIT FOR AN INDOOR RECREATIONAL FACILITY AT 8150 LEHIGH AVENUE IN MORTON GROVE, ILLINOIS

Introduction:	April 9, 2024
Purpose:	To approve a Special Use Permit authorizing the operation of an indoor recreational facility at the property commonly known as 8150 Lehigh Avenue.
Background:	<p>Egret Badminton (“applicant”) submitted a complete Special Use Permit Application to the Department of Community and Economic Development requesting to operate an indoor recreational facility within the existing industrial space at the property commonly known as 8150 Lehigh Avenue (“subject property”). Per Section 12-4-4: E of the Morton Grove Unified Development Code, an indoor recreational facility is classified as a Special Use in the M-2 General Manufacturing District and requires Plan Commission review and Board of Trustees approval. The applicant is leasing space to accommodate a proposed badminton training facility with six (6) indoor courts.</p> <p>Appearance Commission review of the application was not required because the applicant is not proposing any exterior modifications to the subject property except conforming signage installation. On March 7, 2024, the Traffic Safety Commission (TSC) reviewed Case PC 24-02 and voted unanimously to recommend approval of the application. On March 19, 2024, the applicant appeared before the Plan Commission to present the request for approval of the application made under Case PC 24-02. Based on the application, staff report, and testimony presented at the public hearing, the Plan Commission voted unanimously (5-0, Commissioners Liston and Gabriel absent) to recommend approval of the Special Use Permit with conditions relating to business operations, parking lot lighting, and a prohibition on tournaments.</p>
Programs, Dept’s, Groups Affected	Department of Community and Economic Development
Fiscal Impact:	N/A
Source of Funds:	N/A
Workload Impact:	The Special Use Permit will be implemented and supervised by staff as part of their normal work activities.
Administrative Recommendation:	Approval as presented
Second Reading:	April 23, 2024
Special Considerations or Requirements:	None

ORDINANCE 24-05

APPROVING A SPECIAL USE PERMIT FOR AN INDOOR RECREATIONAL FACILITY AT 8150 LEHIGH AVENUE IN MORTON GROVE, ILLINOIS

WHEREAS, the Village of Morton Grove (“Village”), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, and can exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and incur debt; and

WHEREAS, 8150 Lehigh Avenue, legally described in “Exhibit A”, attached hereto, and made a part of this Ordinance, is a 97,297-square-foot (2.2-acre) industrial property zoned M-2 General Manufacturing (“Subject Property”); and

WHEREAS, Egret Badminton (“Applicant”) submitted a Special Use Application to the Village’s Plan Commission under Case PC 24-02 (“Application”) requesting a Special Use Permit to authorize the operation of an indoor recreational facility, a use which is classified as a Special Use in the M-2 District pursuant to Section 12-4-4: E; and

WHEREAS, pursuant to the applicable provisions of the Municipal Code, public notice for a public hearing on the Application to be held at a regular meeting of the Plan Commission on March 19, 2024, was published in the *Morton Grove Champion*, a newspaper of general circulation in the Village of Morton Grove, on February 29, 2024, written notification was sent to property owners within 250 feet of the Subject Property on February 29, 2024, and a sign was posted on the Subject Property on February 29, 2024, as required by ordinance; and

WHEREAS, Appearance Commission review was not required because the Applicant is not proposing any exterior modifications to the Subject Property; and

WHEREAS, on March 7, 2024, the Traffic Safety Commission (TSC) reviewed the Application, including the plans and traffic and parking impact study, and recommended approval of the Application; and

WHEREAS, at the March 19, 2024, public hearing, the Village’s Plan Commission heard the Applicant’s presentation and reviewed the Application, at which time all concerned parties were given the opportunity to be present and express their views for the consideration by the Plan Commission; and

WHEREAS, the Village’s Plan Commission considered all evidence and testimony presented to it, discussed the merits of the Application in light of applicable law, including the Standards for Special Use established in Section 12-16-4:C.5 of the Unified Development Code, and voted to recommend approval of the Special Use Permit, subject to conditions, restrictions, and requirements contained in the report of the Plan Commission, dated April 2, 2024, which was presented to the Village Board on April 9, 2024, and a copy of that report is contained in “Exhibit B”, attached to and made a part of this Ordinance; and

WHEREAS, pursuant to the provisions of the Village’s Unified Development Code, the Corporate Authorities have determined that the Special Use Permit should be approved, subject to the provisions, conditions, and restrictions contained in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1. Incorporation by Reference. The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Ordinance by this reference, as though fully set forth herein, thereby making the findings as hereinabove set forth.

SECTION 2. Approval of Special Use Permit. The Corporate Authorities hereby grant a Special Use Permit to authorize the operation of an indoor recreational facility, with the following conditions and restrictions, which shall be binding on the owners/lessees, occupants and users of this property, their successors, and assigns.

SECTION 3. Conditions. The Special Use Permit shall be subject to the following conditions:

- A. The site and building shall be maintained and operated consistent with the plans and supporting documents, and modifications as finalized and specifically approved in writing by the Village Administrator or his/her designee, including:
 - 1. Special Use Application, prepared by Egret Badminton, dated February 7, 2024;
 - 2. Plat of Survey of 8150 Lehigh Avenue, prepared by Exacta Land Surveyors LLC, dated February 14, 2024;
 - 3. Aerial Image with Building Location, submitted by Egret Badminton, received February 7, 2024;
 - 4. Floorplan, submitted by Egret Badminton, received February 7, 2024;

5. Egret Badminton Center Narrative, submitted by Egret Badminton, received February 7, 2024;
6. Agreement of Lease, submitted by Egret Badminton, received February 7, 2024;
7. Badminton Gym/Training Facility Traffic-Parking Evaluation, prepared by Kimley-Horn LLC, dated January 12, 2024; and
8. Images of Parking Lot Lighting, provided by Egret Badminton, received March 19, 2024.

Any change to the site or building may subject the Applicant or subsequent owners, lessees, occupants, and users of the Subject Property to additional conditions and may serve as the basis for amendment to the Special Use Permit.

- B. The Subject Property shall be operated consistent with all representations, assertions, and testimony provided by the Applicant and their representatives at the public hearings before the Traffic Safety Commission and Plan Commission. Any inconsistencies in operation, as determined by the Village Administrator or his/her designee, may serve as the basis for amendment to or revocation of the Special Use Permit.
- C. If parking lot lighting is deemed by the Community Development Administrator to be deficient and to negatively impact visitor safety, the owner/applicant shall install necessary lighting as deemed appropriate and warranted by the Village Engineer.
- D. Badminton facility business operations at the subject property shall be limited to training and education, and the hosting of tournaments shall be prohibited.
- E. The Subject Property owner, Applicant, and any lessees, occupants, and users of the Subject Property, and their successors and assigns, shall provide the Community Development Administrator with advance written notice of any change in activities or intensity of use associated with the Special Use. Any such change may subject the applicant to the requirement for an amendment to the Special Use Permit.
- F. The Subject Property owner, Applicant, and any lessees, occupants, and users of the Subject Property, and their successors and assigns, shall allow employees and authorized agents of the Village access to the Subject Property at all reasonable times for the purpose of inspecting the Subject Property to verify all terms and conditions of this Ordinance have been met.

SECTION 4. Village Records. The Village Clerk is hereby authorized and directed to amend all pertinent records of the Village of Morton Grove to show and designate the Special Use Permit as granted hereunder.

SECTION 5. Failure to Comply with Conditions. Upon failure or refusal of the Applicant to comply with any or all the conditions, restrictions or provisions of this Ordinance, the Corporate Authorities may initiate the revocation of the Special Use Permit granted in this Ordinance, in accordance with process and procedures established in the Unified Development Code.

SECTION 6. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form according to law.

Passed this 23rd day of April 2024.

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Thill _____
Trustee Travis _____
Trustee Witko _____

Approved by me this 23rd day of April 2024.

Daniel DiMaria, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this 24th day of April 2024.

Eileen Scanlon-Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

LIST OF EXHIBITS

- EXHIBIT A Legal Description, 8150 Lehigh Avenue
EXHIBIT B Plan Commission Report for PC 24-02, dated April 2, 2024

EXHIBIT A

**8150 LEHIGH AVENUE, MORTON GROVE, ILLINOIS 60053
LEGAL DESCRIPTION:**

LOT 1 AND THE EAST 100 FEET OF LOT 2 IN NORTH GROVE CORPORATE PARK,
BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP
41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO
THE PLAT THEREOF RECORDED OCTOBER 7, 1985, AS DOCUMENT 85223113, IN
COOK
COUNTY, ILLINOIS.

PROPERTY INDEX NUMBERS:

10-20-300-037

EXHIBIT B

PLAN COMMISSION REPORT FOR PC 24-02

Dated April 2, 2024

To: Village President and Board of Trustees

**From: Chris Kintner, Plan Commission Chairperson
Ralph Czerwinski, Village Administrator
Teresa Hoffman Liston, Corporation Counsel
Brandon Nolin, Community Development Administrator**

Date: April 2, 2024

Re: Plan Commission Case PC 24-02: Request for approval of a Special Use Permit for the operation of an indoor recreational facility at the property commonly known as 8150 Lehigh Avenue in Morton Grove, Illinois (PIN 10-20-300-037-0000) with a variation from Section 12-7-3:1 for off-street parking, all within a M-2 General Manufacturing District, pursuant to Section 12-4-4:E. The applicant is Egret Badminton.

Executive Summary

Egret Badminton submitted a complete Special Use Permit Application to the Department of Community and Economic Development requesting to operate an indoor recreational facility within the existing industrial space at 8150 Lehigh Avenue, which is zoned M-2 General Manufacturing. Indoor recreational facilities in the M-2 district are classified as a Special Use pursuant to Section 12-4-4:E. The applicant is leasing 16,283 sq. ft. to accommodate a proposed badminton training facility with six (6) indoor courts.

The proposed Special Use Permit was considered by the Plan Commission at the regularly scheduled meeting on March 19, 2024. For the reasons set forth in this report, on March 19, 2024, the Plan Commission recommended by a vote of 5-0 (Commissioners Gabriel and Liston absent) that the Village Board of Trustees should approve the applications with certain conditions outlined in this report.

Application

Egret Badminton is proposing an indoor recreational facility within the 37,666-square-foot industrial space at 8150 Lehigh Avenue, which is zoned M-2 General Manufacturing. The applicant is leasing 16,283 square feet (44% of all leasable area in the structure) and is proposing a members-only badminton training facility with six (6) indoor courts that can accommodate up to 24 players at once with four (4) to eight (8) employees on-site at any given time.

Most Egret Badminton members range from elementary school-age to college-age and many are dropped off/picked up by parents. Planned hours of operation are 3:00 or 4:00 pm to 10:00 pm on weekdays, and 9:00 am to 10:00 pm on weekends. The applicant operates similar facilities Schaumburg, Illinois, and Chicago, Illinois. The Schaumburg facility is 14,100 square feet with 35 off-street parking spaces while the Chicago location is 14,500 square feet with 26 off-street parking spaces. Both are in industrial buildings.

The subject property is located within an industrial area with all surrounding properties zoned either M-2 General Manufacturing or M-O/R Office/Research Manufacturing. The project will consist of interior renovations to the existing structure at the subject property including new paint and carpeting, and the installation of sports flooring that will be overlain on top of the existing slab floor. Exterior modifications will be limited to signage.

A traffic impact study was prepared by Kimley-Horn that projected future traffic can be successfully accommodated on the surrounding roadway network. Further, since the business will operate primarily in the evening when other businesses at the site will be closed, and many visitors will be dropped off, Kimley-Horn also determined that the proposed site plan has sufficient off-street parking to meet the demands of the development.

The proposed use will increase nighttime activity at the subject property which has historically been used for daytime activities. A Staff recommendation has been included as a condition of approval that parking lot lighting be analyzed to ensure lighting is sufficient to provide proper security for patrons visiting in the evenings, prior to the issuance of a building permit.

Commission Review

Traffic Safety Commission

On March 7, 2024, the Traffic Safety Commission (TSC) reviewed Case PC 24-02. At the conclusion of the discussion, the TSC voted unanimously (8-0) to recommend approval of the application and issued no comments relating to the case as documented in “**Attachment A**.”

Departmental Review

The proposed project was reviewed by several department representatives with the Department of Public Works being the only department to provide comments (see “**Attachment B**”).

- **Building Department:** No comments at this time.
- **Fire Department:** No comments at this time.
- **Public Works Department/Engineering:** In review of the proposed project, the Village Engineer issued three comments dated March 11, 2024 regarding:
 - Reserve parking designations;
 - Parking lot lighting; and
 - Limiting the number of courts, the number of members, and/or business operations as a condition of approval to ensure the subject property’s use as a training facility and not a host facility for tournaments.

Plan Commission Public Hearing

The Village provided Public Notice for the March 19, 2024, Plan Commission public hearing for PC 24-02 in accordance with the Unified Development Code. The Morton Grove Champion published a public notice on February 29, 2024. The Village notified surrounding property owners via mail and placed a public notice sign on the subject property on February 29, 2024.

Plan Commission – March 19, 2024, Proceedings: Five members of the Plan Commission were in attendance at the public hearing for Case PC 24-02 held on March 19, 2024. Commissioners Gabriel and Liston were absent with notice.

Brandon Nolin, Community Development Administrator, provided a brief introduction to the application. The staff report dated March 12, 2024, and attached hereto as “**Attachment C**,” was entered into the public record.

Brandon Nolin, Community Development Administrator, introduced the case. He explained that the applicant is requesting a Special Use Permit and a parking variation to operate an indoor recreational facility within the 37,666-square-foot industrial space at 8150 Lehigh Avenue (“subject property”), which is zoned M-2 General Manufacturing. Indoor recreational facilities in the M-2 district are classified as a Special Use pursuant to Section 12-4-4:E. The applicant is leasing 16,283 square feet of building area to accommodate a proposed badminton training facility with six (6) indoor courts that can accommodate up to 24 players at once with 4 to 8 employees on-site at any given time. Most members range from elementary school-age to college-age and many are dropped off/picked up by parents. Planned hours of operation are 3:00 or 4:00 pm to 10:00 pm on weekdays, and 9:00 am to 10:00 pm on weekends.

The applicant operates similar facilities Schaumburg, Illinois and Chicago, Illinois. The Schaumburg facility is 14,100 sq. ft. with 35 off-street parking spaces while the Chicago location is 14,500 sq. ft. with 26 off-street parking spaces. Both are in industrial buildings.

Secretary Kirchner swore in the representatives for the applicant, Justin Opitz of Kimley-Horn and Ryan Phillips of TMG Real Estate Advisors.

Mr. Opitz walked the Commissioners through the parking study. The study demonstrated that the proposed site plan has sufficient off-street parking to meet the demands of the Special Use in combination with other existing uses and projected future traffic can be successfully accommodated on the surrounding roadway network.

He noted that the shared parking standards in the Unified Development Code are effective for determining the required number of spaces.

The practical use of the six court facilities allows the maximum parking demand to be estimated at 24 to 32 spaces. Mr. Opitz's sight visits showed that during the typical business schedule between 7:00 am to 5:00 pm on weekdays, there were 54 parking spaces available. By 6:00 pm there was an empty parking lot, at the time when the badminton facility is opening.

Chairman Kintner asked if there are heavy truck deliveries to the site. Mr. Opitz said box trucks may be present.

Mr. Phillips noted that Excelsior was still occupying the proposed badminton space at the time of the traffic study.

Commissioner Hussaini asked how many total vehicles would be on site at a maximum. Mr. Opitz said the maximum would be 24 to 32 cars, but that does not factor in players who would be dropped off and not parking a vehicle.

Commissioner Hussaini noted the waiting area inside the facility. Mr. Phillips said the area was for parents and students.

Chairman Kintner asked if there would be concessions. Mr. Phillips said there may be vending machines and water bottle filling stations. There will not be any other concessions.

The Commissioners discussed that tournaments will not be allowed. Mr. Phillips noted the facility does not lend itself to that capacity and layout.

Chairman Kintner asked if there were any discussions about the use with Crawford Supply. Mr. Phillips said they have discussed the use and have agreed on shared parking.

Commissioner Hussaini asked if the courts would be occupied by four players. Mr. Phillips described the one-on-one training of singles and doubles players.

Commissioner Hussaini and Rick Dobrowski, Fire Prevention Bureau Coordinator, discussed maximum occupancy levels and requirements.

Commissioner Kintner asked for public comment. There was none.

Commissioner Hussaini made a motion to recommend approval of Case PC 24-02, a request for approval of a Special Use Permit for an indoor recreational facility with waivers to off-street parking standards (12-7-3:1), all within a M-2 General Manufacturing District, for the property commonly known as 8150 Lehigh Avenue in Morton Grove, Illinois, subject to the following conditions:

1. Prior to the issuance of a building permit, the applicant shall submit a photometric analysis to document appropriate parking lot lighting, subject to review and approval of the Village Engineer or requirement by the Village Engineer to install necessary lighting.
2. Badminton facility business operations at the subject property shall be limited to training and education, and the hosting of tournaments shall be prohibited.

The motion was seconded by Commissioner Dorgan.

Motion passes 5-0.

Final Plans and Supporting Documents

The application's final plans and supporting documents recommended for approval by the Plan Commission include the following and are attached hereto as "**Attachment D**":

1. *Special Use Application, submitted by Egret Badminton, received February 7, 2024*
2. *Plat of Survey of 8150 Lehigh Avenue, prepared by Exacta Land Surveyors LLC, dated February 14, 2024*
3. *Aerial Image with Building Location, submitted by Egret Badminton, received February 7, 2024*
4. *Floorplan, submitted by Egret Badminton, received February 7, 2024*
5. *Egret Badminton Center Narrative, submitted by Egret Badminton, received February 7, 2024*

6. *Agreement of Lease, submitted by Egret Badminton, received February 7, 2024*
7. *Badminton Gym/Training Facility Traffic-Parking Evaluation, prepared by Kimley-Horn LLC, dated January 12, 2024*
8. *Images of Parking Lot Lighting, provided by Egret Badminton, received March 19, 2024*

Attachments

- **Attachment A** – Plan Review Comment Form for PC 24-02, prepared by Keith White, Traffic Safety Commission Chair dated March 8, 2024
- **Attachment B** – Plan Review Comment Form for PC 24-02, prepared by Chris Tomich, Village Engineer dated March 11, 2024
- **Attachment C** – Staff Report to the Plan Commission for PC 24-02, prepared by Brandon Nolin, Community Development Administrator, dated March 12, 2024
- **Attachment D** – Final Plans and Supporting Documents for PC 24-02, prepared by various, dated various

Attachment A

Plan Review Comment Form for PC 24-02
Prepared by Keith White, Traffic Safety Commission Chair
Dated March 11, 2024

REVIEWING:

BUILDING

FIRE

POLICE

PUBLIC WORKS/ENGINEERING

TSC

VILLAGE OF MORTON GROVE, ILLINOIS
PLAN REVIEW COMMENT FORM

DATE DISTRIBUTED: 2/21/2024

CASE NUMBER: PC 24-02

APPLICATION: Request for approval of a Special Use Permit for the operation of an indoor recreational facility at the property commonly known as 8150 Lehigh Avenue in Morton Grove, Illinois (PIN 10-20-300-037-0000) with a variation from Section 12-7-3:1 for off-street parking, all within a M-2 General Manufacturing District, pursuant to Section 12-4-4:E. The applicant is Egret Badminton.

A Special Permit Application has been submitted to the Plan Commission for action. Please return your review to the Department of Community and Economic Development by **Tuesday, March 8, 2024**.

Thank you,
Brandon Nolin, AICP
Community Development Administrator

COMMENTS OR CONCERNS

No comments.

These comments accurately represent existing Village regulations or policies.

Name (please print):

Keith White

Signed:



Date:

3/11/24

Attachment B

Plan Review Comment Form for PC 24-02
Prepared by Chris Tomich, Village Engineer
Dated March 11, 2024

REVIEWING:

BUILDING

FIRE

POLICE

PUBLIC WORKS/ENGINEERING

TSC

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Thank you,
Brandon Nolin, AICP
Community Development Administrator

COMMENTS OR CONCERNS

Seven parking spaces are marked as reserved at the existing site. The Traffic Study refers to the reserved parking spaces but does not describe for whom they are reserved.

The application states this is to be a training facility for mostly youth members, with six courts, up to 300 members, that no events are planned and other specific operational characteristics. Younger members and no events are likely to reduce the demand for off-street parking. Controlling the number of members can be an effective way of reducing the variance of how the business planned to operate and how it actually operates. The Special Use Permit should include a condition the limits the number of courts, the number of members, and/or that the business operation is limited to training and not competition.

The parking lot lighting levels should be analyzed to provide security level lighting for the younger pedestrians this business will attract.

These comments accurately represent existing Village regulations or policies.

Name (please print):

Signed:



Date:

03/11/2024

Attachment C

Staff Report to the Plan Commission for PC 24-02
Prepared by Brandon Nolin, Community Development Administrator
Dated March 12, 2024

To: Chairperson Kintner and Members of the Plan Commission

Incredibly Close ✨ Amazingly Open

From: Brandon Nolin, AICP, Community Development Administrator;
Anne Ryder Kirchner, Planner/Zoning Administrator

Date: March 12, 2024

Re: Plan Commission Case PC 24-02
Request for approval of a Special Use Permit for the operation of an indoor recreational facility at the property commonly known as 8150 Lehigh Avenue in Morton Grove, Illinois (PIN 10-20-300-037-0000) with a variation from Section 12-7-3:I for off-street parking, all within a M-2 General Manufacturing District, pursuant to Section 12-4-4:E. The applicant is Egret Badminton.

STAFF REPORT

Public Notice

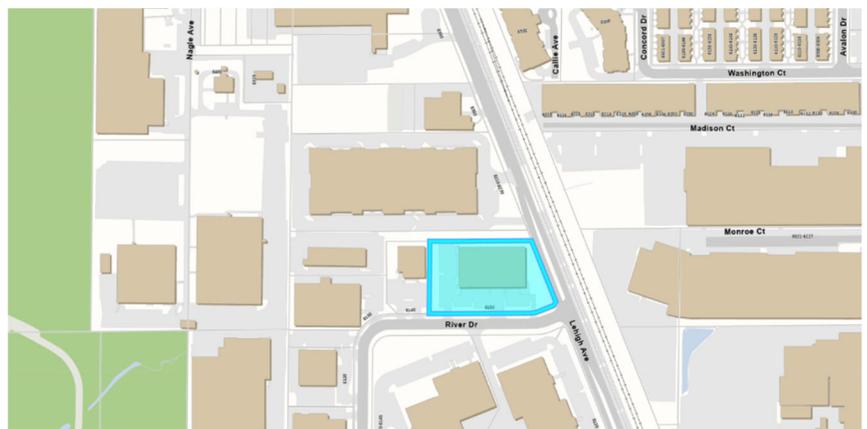
The Village provided Public Notice for the March 19, 2024, Plan Commission public hearing for PC 24-02 in accordance with the Unified Development Code. The Morton Grove Champion published a public notice on February 29, 2024. The Village notified surrounding property owners via mail and placed a public notice sign on the subject property on February 29, 2024.

Application Summary

Egret Badminton (“applicant”) submitted a complete application to the Department of Community and Economic Development under Case PC 24-02 requesting a Special Use Permit to operate an indoor recreational facility within the 37,666-square-foot industrial space at 8150 Lehigh Avenue (“subject property”), which is zoned M-2 General Manufacturing. Indoor recreational facilities in the M-2 district are subject to Section 12-4-4:E. The applicant is leasing 16,283 sq. ft. to accommodate a proposed badminton training facility with six (6) indoor courts.

Subject Property

The subject property consists of one existing industrial structure on one (1) lot measuring 97,297 sq. ft. (2.2 acres) in total area and located on the northwest corner of Lehigh Avenue and River Drive in Morton Grove, Illinois. The parcel is zoned M-2 General Manufacturing. The adjoining properties to the north and west, and the properties to the east across the railroad right-of-way, are also zoned M-2 and are the locations of industrial properties. The property to the south across River Drive is the location of the North Grove Corporate Park office complex and is zoned M-O/R Office/Research Manufacturing.



Subject Property Location Map

Project Overview

Egret Badminton is proposing an indoor recreational facility within the 37,666-square-foot industrial space at 8150 Lehigh Avenue, which is zoned M-2 General Manufacturing. The applicant is leasing 16,283 sq. ft. (44% of all leasable area in the structure) and is proposing a members-only badminton training facility with six (6) indoor courts that can accommodate up to 24 players at once with four (4) to eight (8) employees on-site at any given time.

Most members range from elementary school-age to college-age and many are dropped off/picked up by parents. Planned hours of operation are 3:00 or 4:00 pm to 10:00 pm on weekdays, and 9:00 am to 10:00 pm on weekends.

The applicant operates similar facilities Schaumburg, Illinois and Chicago, Illinois. The Schaumburg facility is 14,100 sq. ft. with 35 off-street parking spaces while the Chicago location is 14,500 sq. ft. with 26 off-street parking spaces. Both are in industrial buildings.

Zoning Review

A badminton training facility is proposed to occupy an existing industrial building that is zoned M-2 General Manufacturing. The proposed use is classified as an indoor recreational facility per Section 12-17-1 and requires a Special Use Permit within the M-2 district. The project will consist of interior renovations to the existing structure at the subject property including new paint and carpeting, and the installation of sports flooring that will be overlain on top of the existing slab floor. Exterior modifications will be limited to signage.

PROPOSED USE	DISTRICT	PERMITTED/SPECIAL
Indoor recreational facility	M-2	<i>Special</i>

Traffic Impact

A traffic impact study was prepared by Kimley-Horn and is included in the hearing packet for Case PC 24-02. The study demonstrated that the proposed site plan has sufficient off-street parking to meet the demands of the development and projected future traffic can be successfully accommodated on the surrounding roadway network.

In evaluating future traffic volume, the impact study analysis included two recently approved developments including an 89-unit townhome development (8350 Lehigh Ave.) and a mixed use development (8500-8550 Lehigh Ave.). Lehigh Avenue is designed for a capacity of 10,000 vehicles per day. The combined traffic expected to be added to Lehigh Avenue as a result of the proposed badminton training facility and other previously approved development is 6,271 vehicles per day (63% of capacity). As such, no modifications along Lehigh Avenue, such as turn lanes or pavement striping modifications, are recommended.

Parking Impact

As part of the traffic impact study, Kimley-Horn also evaluated parking. Parking at the 8150 Lehigh Avenue building is shared amongst three tenants. 72 off-street parking spaces are provided for employees and patrons, of which four are dedicated as accessible spaces and seven are marked as reserved. On-street parking along the north side of River Drive is restricted during all hours of all days, but along the south side of River Drive free on-street parking is permitted for 4-hours between 9:00 AM – 5:00 PM except during Saturday, Sunday, and holidays. Overnight on-street parking is restricted along River Drive.

It should be noted that the two existing businesses, Crawford (Plumbing) Supply and Charger Water, generally operate on a typical business schedule between 7:00 AM - 5:00 PM on weekdays. The proposed Badminton Gym/Training Facility would operate on a non-typical schedule, with the busiest hours of operation anticipated between 4:00 - 9:00 PM on weekdays. This is because most members are in middle-school or high-school and are dropped off and picked up by their parents.

Shared Parking

Based on the shared parking requirements outlined in Section 12-7-3 of the Unified Development Code, 81 parking spaces are required for the proposed mix of uses. The 72 spaces provided on-site at the subject property are below the required minimum by 9 spaces. However, based on business operation information provided, the maximum number of employees and members that can make practical use of the court facilities at one time is only 32. As such, Kimley-Horn estimates that peak parking

demand for the Badminton Gym/Training Facility can be estimated at 24 to 32 parking spaces.

SHARED PARKING STANDARDS (KIMLEY-HORN SUMMARY)

Land Use Classification	Size (SF)	Required Spaces ¹	Weekdays ²			Weekends ²		
			2 AM – 7 AM	7 AM – 6 PM	6 PM – 2 AM	2 AM – 7 AM	7 AM – 6 PM	6 PM – 2 AM
Proposed Badminton Gym/ Training Facility ³	16,283 SF	65	0 ^{0%}	26 ^{40%}	59 ^{90%}	0 ^{0%}	52 ^{80%}	65 ^{100%}
Crawford (Plumbing) Supply ⁴	13,000 SF	29	1 ^{5%}	23 ^{80%}	1 ^{5%}	1 ^{5%}	6 ^{20%}	3 ^{10%}
Charger Water ⁵	7,883 SF	32	2 ^{5%}	32 ^{100%}	2 ^{5%}	0 ^{0%}	3 ^{10%}	0 ^{0%}
Totals	37,166 SF	126	3	81	62	1	61	68

¹ Required Spaces based upon “Required Spaces By Use” table from Village of Morton Grove Code 12-7-3

² Shared parking calculations based upon required spaces multiplied by percentages in the top-right corners of each cell and referenced from Village of Morton Grove Code 12-7-3

³ Classified as Entertainment/Recreation

⁴ Classified as Industrial

⁵ Classified as Office

Parking count spot checks conducted by Kimley-Horn in early January 2024 indicate that parking use at the subject property was never more than 18 spaces during the time periods when the parking lot is anticipated to be busiest for the entire building, leaving 54 spaces available for the Badminton Gym/Training Facility. Based on this analysis, *Staff recommends that a waiver of 9 off-street parking spaces be granted to reduce required shared off-street parking to 72 spaces for the proposed mix of uses at 8150 Lehigh Avenue.*

Parking Lot Lighting

The proposed use would increase nighttime activity at the subject property which has historically been used for daytime activities. Parking lot lighting could be analyzed to ensure lighting is sufficient to provide proper security for patrons visiting in the evenings. *Staff recommends as a condition of approval that, prior to the issuance of a building permit, the applicant shall submit a photometric analysis to document appropriate lighting, subject to review and approval of the Village Engineer or requirement by the Village Engineer to install necessary lighting.*

Commission Review

Traffic Safety Commission

On March 7, 2024, the Traffic Safety Commission (TSC) reviewed Case PC 24-02. At the conclusion of the discussion, the TSC voted unanimously (8-0) to recommend approval of the application.

Departmental Review

The proposed project was reviewed by several department representatives with the Department of Public Works being the only department to provide comments (see “Attachment A”).

- **Building Department:** No comments at this time.
- **Fire Department:** No comments at this time.
- **Public Works Department/Engineering:** In review of the proposed project, the Village Engineer issued three

comments dated March 11, 2024 regarding:

- Reserve parking designations;
- Parking lot lighting; and
- Limiting the number of courts, the number of members, and/or business operations as a condition of approval to ensure the subject property's use as a training facility and not a host facility for tournaments.

Standards for Review

The Standards for Special Uses are established in Section 12-16-4:C.5 of the Unified Development Code:

Standards For Special Uses: The following standards for evaluating special uses shall be applied in a reasonable manner, taking into consideration the restrictions and/or limitations which exist for the site being considered for development:

1. Preservation Of Health, Safety, Morals, And Welfare: The establishment, maintenance and operation of the special use will not be detrimental to or endanger the public health, safety, morals or general welfare.
2. Adjacent Properties: The special use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the uses permitted in the zoning district.
3. Orderly Development: The establishment of the special use will not impede normal and orderly development or impede the utilization of surrounding property for uses permitted in the zoning district.
4. Adequate Facilities: Adequate utilities, access roads, drainage and other necessary facilities are in existence or are being provided.
5. Traffic Control: Adequate measures have been or will be taken to provide ingress and egress designed to minimize traffic congestion on the public streets. The proposed use of the subject site should not draw substantial amounts of traffic on local residential streets.
6. Adequate Buffering: Adequate fencing and/or screening shall be provided to ensure the right of enjoyment of surrounding properties to provide for the public safety or to screen parking areas and other visually incompatible uses.
7. Conformance To Other Regulations: The special use shall, in all other respects, conform to applicable provisions of this title or amendments thereto. Variation from provisions of this title as provided for in subsection 12-16-3A, "Variations", of this chapter, may be considered by the plan commission and the Village board of trustees as a part of the special use permit.

Recommendation

Should the Plan Commission recommend approval of this application, staff suggests the following motion and conditions:

Motion to recommend approval of Case PC 24-02, a request for approval of a Special Use Permit for an indoor recreational facility with waivers to off-street parking standards (12-7-3:1), all within a M-2 General Manufacturing District, for the property commonly known as 8150 Lehigh Avenue in Morton Grove, Illinois, subject to the following conditions:

1. *Prior to the issuance of a building permit, the applicant shall submit a photometric analysis to document appropriate parking lot lighting, subject to review and approval of the Village Engineer or requirement by the Village Engineer to install necessary lighting.*
2. *Badminton facility business operations at the subject property shall be limited to training and education, and the hosting of tournaments shall be prohibited.*

(Any other conditions recommended by the Plan Commission)

Attachments

- **Attachment A** – Plan Review Comment Form for PC 24-02, prepared by Chris Tomich, Village Engineer dated March 11, 2024
- **Attachment B** – Plans and Supporting Documents for PC 24-02

Attachment D

Plans and Supporting Documents for PC 24-02

1. *Special Use Application, submitted by Egret Badminton, received February 7, 2024*
2. *Plat of Survey of 8150 Lehigh Avenue, prepared by Exacta Land Surveyors LLC, dated February 14, 2024*
3. *Aerial Image with Building Location, submitted by Egret Badminton, received February 7, 2024*
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8. *Images of Parking Lot Lighting, provided by Egret Badminton, received March 19, 2024*

Attachment D on file with the Department of Community and Economic Development