

Winnetka Village Council
REGULAR MEETING
Village Hall
510 Green Bay Road
April 16, 2019
7:00 p.m.

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
 - a) April 25, 2019 Special Closed Session (5:30 PM)
 - b) April 25, 2019 Special Study Session (7:00 PM)
 - c) April 30, 2019 Special Closed Session
 - d) May 7, 2019 Regular Meeting
- 4) Public Comment
- 5) Composting Presentation
- 6) Reports
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14) Adjournment	

NOTICE

All agenda materials are available at villageofwinnetka.org (Government > Council Information > Agenda Packets & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor). Webcasts of the meeting may be viewed on the Internet via a link on the Village's web site: <http://www.villageofwinnetka.org/government/village-videos/>.

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**MINUTES
WINNETKA VILLAGE COUNCIL
RESCHEDULED REGULAR MEETING
April 4, 2019**

(Approved: xx)

A record of a legally convened rescheduled regular meeting of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Thursday, April 4, at 7:00 p.m.

- 1) Call to Order. President Rintz called the meeting to order at 7:00 p.m. Present: Trustees Andrew Cripe, Robert Dearborn, Penfield Lanphier, Scott Myers, John Swierk, and Anne Wedner. Absent: None. Also present: Village Manager Robert Bahan, Assistant Village Manager Megan Pierce, Village Attorney Peter Friedman, Community Development Director David Schoon, Fire Chief Alan Berkowsky, Deputy Fire Chief John Ripka, and approximately 13 persons in the audience.
- 2) Pledge of Allegiance. Trustee Myers led the group in the Pledge of Allegiance.
- 3) Quorum.
 - a) April 9, 2019 Study Session. All of the Council members present said they expect to attend.
 - b) April 16, 2019 Regular Meeting. All of the Council members present with the exception of President Rintz said they expect to attend.
 - c) May 7, 2019 Regular Meeting. All of the Council members present said they expect to attend.
- 4) Public Comment. Jessie Butler, 960 Old Green Bay Road. Ms. Butler expressed concerns with a proposed banquet facility at 915 Green Bay Road allowed by right in the business district. She noted that there could be noise issues for the surrounding residents, as well as safety problems with the valet parking. She asked that it be designated as a special use and undergo thorough review by the required advisory bodies.

Pat Balsamo, League of Women Voters. Ms. Balsamo said the League's board has voted to recommend the Village of Winnetka offer a composting service to residents to decrease the amount of refuse going to the landfill.
- 5) Reports:
 - a) Trustees. None.
 - b) Attorney. None.
 - c) Manager. None.
 - d) Village President. None.
- 6) Approval of the Agenda. President Rintz suggested moving Item 10, *New Business*, to be discussed after Item 7, *Consent Agenda*. Trustee Wedner, seconded by Trustee Cripe, moved to approve the Agenda as amended. By voice vote, the motion carried.

7) Consent Agenda

- a) Village Council Minutes.
 - i) March 12, 2019 Study Session.
 - ii) March 19, 2019 Regular Meeting.
- b) Approval of Warrant List dated March 15-29, 2019 in the amount of \$911,254.72.
- c) Resolution No. R-30-19 2019: Sidewalk and Curb Replacement Program Contract Award (Adoption).
- d) Resolution No. R-33-2019: Approving a Professional Services Agreement with Strand & Associates for Specification of Switchgear and Breakers at Northfield Substation (Adoption).
- e) Resolution No. R-34-2019: Approving a Class A-1 Liquor License for FFMM, Inc. d/b/a George Trois & Aboyer (Adoption).
- f) Resolution No. R-35-2019: Approving 2019 - 2022 Agreement between the Village of Winnetka and the International Association of Firefighters (Adoption).

Trustee Myers, seconded by Trustee Cripe, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Cripe, Dearborn, Lanphier, Myers, Swierk, and Wedner. Nays: None. Absent: None.

8) Ordinances and Resolutions. [These items were discussed after Item 10, *New Business.*]

- a) Ordinance No. MC-1-2019: Commercial District Zoning Ordinance Amendments (Adoption). Mr. Schoon reviewed amendments to the Subject Ordinance, pursuant to Council discussion during introduction at the March 19 Regular Meeting:
 - The definition of co-working spaces was clarified, and reference to fabrication tools has been eliminated.
 - A standard for special uses which deals with interior display windows was amended to include the word “active.” Staff recommends setting more specific conditions for display windows on a case-by-case basis, since each special use application is unique.
 - At the request of a Winnetka commercial building owner, the effective date of the Subject Ordinance would be 90 days from its passage, to allow building owners to finalize ongoing prospective tenant negotiations under the current zoning regulations.

Leslie Stevens, owner of 950 Green Bay Road. Ms. Stevens explained that she has owned a building in the commercial district for many years, and that changes to the Retail Commercial Overlay make it confusing for owners. She noted that she had asked for a 90-day period before the new zoning amendments take effect, as she was in the process of renting to a nail salon; the use will be affected by the new Ordinance. She also suggested contacting building owners via certified mail, since it is hard to track some of them down.

Trustee Cripe asked her if 90 days would be enough time for her tenant, and does the business have to be open in that timeframe. Attorney Friedman explained that the submittal of a building permit application within 90 days would be sufficient.

President Rintz expressed frustration with Special Use permit holders who do not follow through with the conditions of their permit. Trustee Myers said his understanding is the Council has authority to impose sanctions or revoke a Special Use permit, but that it has never been employed.

Attorney Friedman explained that each Special Use Permit approval Ordinance gives the Council authority to revoke the permit if the conditions are not met, or to impose fines if the Council doesn't wish such drastic action as revoking a permit. In addition, each permit holder signs an agreement, which is an exhibit to the adoption ordinance, to abide by the conditions.

The Council discussed sanction options, with a general preference to notify permit holders of these conditions, and to begin to use its enforcement options. President Rintz requested Village staff to serve notice on Coldwell Banker that they are in violation of their Special Use Permit, and must come before the Council to cure their deficiency. Mr. Schoon explained that the Village will develop a program to follow up with special uses, both immediately afterwards, and over the length of the permit.

Next, the Council discussed personal fitness facilities as a permitted use in the C-1 Commercial Districts.

Trustee Lanphier suggested refining the category of "personal fitness facility" since although one-on-one training wouldn't be a big problem with area traffic, a fitness facility with larger classes could impact the area's traffic and parking patterns.

Mr. Schoon explained that personal fitness facilities had been split from health clubs (larger than 2500 square feet) in previous Council discussions; and although the Council didn't specifically discuss how to treat the C-1 Commercial District, staff made the call not to allow personal fitness facilities since health clubs are already prohibited.

After a brief discussion, the Council agreed to allow personal fitness facilities as a special use in the C-1 Commercial District.

Trustee Swierk suggested sending the adopted Ordinance to the commercial property owners. Mr. Schoon noted that plans are underway to send new notices to owners.

Trustee Wedner, seconded by Trustee Swierk, moved to adopt Ordinance No. MC-1-2019.

Trustee Myers moved to amend Ordinance No. MC-1-2019: (i) to take effect 90 days from its date of passage, so a building permit application submittal within the 90-day window is considered within the deadline for operating under the current commercial zoning provisions; and (ii) to allow personal fitness studios as a special use in the C-1 Commercial District. Trustee Cripe seconded motion to amend. By roll call vote, the motion passed. Ayes: Trustees Cripe, Dearborn, Lanphier, Myers, Swierk, and Wedner. Nays: None. Absent: None.

Trustee Wedner amended her motion to adopt Ordinance No. MC-1-2019 to include the two foregoing amendments; Trustee Cripe seconded the motion. By roll call vote, the

motion carried. Ayes: Trustees Cripe, Dearborn, Lanphier, Myers, Swierk, and Wedner. Nays: None. Absent: None.

- b) Ordinance No. MC-2-2019: Planned Development Amendments (Public Hearing & Introduction). President Rintz opened the Public Hearing at 8:17 PM. Mr. Schoon reviewed the Council process on Planned Development (PD) amendments, after which President Rintz called for public comment.

Jack Coladarci, Cherry Street. Mr. Coladarci asked what would happen when a term of one of the appointed Planned Development commissioners expired? Attorney Friedman explained that a new commissioner would be appointed from the Zoning Board of Appeals (ZBA) or Plan Commission (PC).

There being no further public comment, President Rintz closed the public hearing at 8:25 PM.

Next, President Rintz called for Council questions.

Trustee Myers asked how the Council could ensure the training for each PD commissioner.

Manager Bahan explained that it would be an administrative procedure, and Village staff will work with Attorney Friedman to develop the training.

President Rintz asked why a 3D model is required for a PD application submittal. Mr. Schoon explained that it could be electronic, not necessarily a full-blown model. Trustee Swierk asked that the word “model” be changed to “rendering.”

Trustee Swierk asked if the quorum of the PD Commission (PDC) would be five members; Attorney Friedman responded that it would. President Rintz suggested changing the quorum to seven members, as five seemed to low; the Council agreed to change it to seven.

Trustee Lanphier said she was not comfortable with a nine-member PDC, and recommended a larger group. She suggested continuing the public hearing on the PD Ordinance amendments until the Council has studied the issues with the current Ordinance more thoroughly. She also called for more public engagement on the review of the PD process.

The Council discussed these suggestions; however, it was generally agreed that interested residents are aware of the Council’s PD review through E-Winnetka, watching meeting videos on the Village’s website, and contacting their Trustees individually. It was also mentioned that the Council is elected to represent the community based upon expertise that residents may not possess. In this case the Council is establishing a process with the aim of providing more public engagement, not less.

President Rintz said a compromise might be to re-open the public hearing and continue it until the April 16 Council meeting, to provide extra time for public comment. The Ordinance would, however, still be up for adoption at the April 16 meeting.

Trustee Dearborn felt that creating a joint PDC removed input from the members of the ZBA and PC who are not on the PDC. He added that he was not sure the current PD process is broken, as developers expect some redundancy in the application process.

Trustee Wedner explained that, from a resident perspective, there had been fatigue with the length of the One Winnetka process, and many people simply dropped out of participating in the meetings. She said having fewer meetings would provide opportunity for more impactful public participation, as there would be less superfluous information being presented.

Trustee Cripe said the process to amend the PD Ordinance has been very well-informed. In addition, residents trust the Council to use its expertise and best judgement where this particular policy is concerned. He noted that the process is not broken; however, it needs improvement. The ZBA and PC have different standards, which makes review of a PD application very confusing. The overall goal is to determine whether a development is good for Winnetka, and to create an improved process that gets to that goal in a logical and expedient fashion. He cautioned against striving for perfection in making policy, and to instead achieve a viable result, since policy can be revisited any time the need arises.

Trustee Myers said in his experience on both the ZBA and PC, the conversation about PDs is whether they are fundamentally right for the community. He explained that the necessary interplay of the ZBA and PC standards will come to fruition on the PDC, where experts from both boards can deliberate in the same room.

President Rintz recalled that the discussions about amending the PD Ordinance started in 2013 with the Urban Land Institute study and recommendations; and the Downtown Master Plan also recommended furthering that goal. The present conversation is intended to mitigate the perception that Winnetka is a difficult place to do business. He explained that the idea behind amending the PD process is to make it more accessible and efficient; however, that does not mean standards will be eased or public conversation restricted. He noted that a forum for intelligent goal-directed conversations needs to be created in order to attract the best developers to the Village. Finally, he said he would defer to Trustee Lanphier's request and re-open the public hearing for one more round of public engagement on the issue.

President Rintz re-opened the Public Hearing at 9:05 PM, and then continued the hearing to the April 16 Council meeting.

Trustee Trustee Myers, seconded by Trustee Wedner, moved to introduce Ordinance No. MC-2-2019, and to continue the public hearing until April 16. By voice vote, the motion carried.

- c) Resolution No. R-32-2019: Approving an IGA with the Village of Glencoe for Fire Inspection Services (Adoption). Chief Berkowsky explained that the Subject Resolution approves an agreement Between the Villages of Winnetka and Glencoe for the Winnetka Fire Department to provide fire inspection services to Glencoe. The contract is similar to an existing arrangement with the Village of Northfield, where Winnetka also provides fire inspection services.

There being no further Council or public comment, Trustee Myers, seconded by Trustee Cripe, moved to adopt Resolution No. R-32-2019. By roll call vote, the motion carried. Ayes: Trustees Cripe, Dearborn, Lanphier, Myers, Swierk, and Wedner. Nays: None. Absent: None.

- 9) Old Business. None.

10) New Business. [This item was discussed after approval of the Consent Agenda.]

- a) 1309 Trapp Lane - Variation (Policy Direction). Mr. Schoon explained that the Subject Property is a through-lot that fronts on both Holly and Trapp Lanes, and as such is bound under the Zoning Ordinance to observe two front yard setbacks. In addition, an average minimum setback is required, which is calculated by averaging the lot frontage of the lots on Trapp Lane. The applicant proposes to construct an in-ground swimming pool which will meet the minimum front yard setback, but not the average minimum setback. The request for a zoning variation was heard by the Zoning Board of Appeals (ZBA); however, the Board could not come to a consensus favor of the variation.

Mark Gent, the owner of the Subject Property, explained that the home was built in 2012, and he was not aware at that time of the average minimum setback requirement. He noted that 75% of the lot space is covered by setbacks, and he explained that re-orienting the pool to a conforming location would kill a large honey locust tree, which he wishes to avoid.

Responding to questions, Mr. Gent next explained that the proposed length of his pool was calculated based upon a goal of having a shallow end at 2 ½ feet since his children are currently very young; and a deep end which will be safe for diving when the children are older. The standards for the pool slope based upon these considerations add to the length of the pool. He said a neighbor on his street has a legally nonconforming setback that is six feet to the north of his proposed setback.

Trustee Swierk noted that the neighbor who commented at the ZBA hearing was concerned about stormwater impacts of the proposed pool.

President Rintz called for audience comment.

Liz Kunkle, 1303 Holly Lane. Ms. Kunkle said she represented the residents on Holly Lane; stormwater is their major concern, as all private roads bear responsibility for their own stormwater systems. She explained that the homeowners want to ensure that the Village's stormwater guidelines and standards are observed by the proposed pool development. The homeowners' concerns will be alleviated if the Council and Village are comfortable with the plan and the drainage requirements.

Mr. Schoon explained that the Village will review Mr. Gent's plans to make sure they comply with drainage and stormwater requirements. He noted that the home does not come close to meeting the maximum impervious surface limit, even with the proposed pool improvement.

Trustee Lanphier asked if there were any other areas in the Village that would be comparable to this neighborhood; and she commented that the average setback calculation leaves a very small building envelope on this parcel. Mr. Schoon was unsure of other areas that might be comparable. He said a through lot usually has a predominant street frontage line; and the homes are generally in alignment.

Trustees Wedner, Cripe, Myers and Swierk were in favor of granting the variation, as the unusually small buildable area of the lot constitutes a unique circumstance.

Trustee Dearborn was in favor of the applicant removing the deck at the north end of the pool. Most Trustees did not see the purpose in this, as the pool deck is not included in the variance, and it does not count towards impermeable surface.

Trustee Lanphier said she would encourage the applicant to shorten the pool since the home is in the flood plain, although she generally supported the variation request.

Since five of the Council members were in favor of granting the request as it is, Attorney Friedman was directed to prepare an approval ordinance.

11) Appointments:

- a) Trustee Myers, seconded by Trustee Wedner, moved to approve Lynn Hanley to a full term on the Zoning Board of Appeals to replace Mark Naumann, effective immediately. By voice vote, the motion carried.

12) Closed Session. None.

- 13) Adjournment. Trustee Myers, seconded by Trustee Dearborn, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 9:15 p.m.

Recording Secretary



Agenda Item Executive Summary

Title: Approval of Warrant List Dated March 29 - April 11, 2019

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☒ Informational Only

Item History:

None.

Executive Summary:

The Warrant List dated March 29 - April 11, 2019 was emailed to each Village Council member.

Recommendation:

Consider approving the Warrant List dated March 29, April 11, 2019.

Attachments:

None.



Agenda Item Executive Summary

Title: Resolution No. R-36-2019: Approving the Purchase of a Horton Ambulance and Stryker Powerload System (Adoption)

Presenter: Alan Berkowsky, Fire Chief

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☐ Resolution
☒ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

In 2012, the Fire Department developed an Apparatus Replacement Plan. The plan was developed to properly space out the purchase of fire/EMS apparatus to avoid replacing multiple units within a short timespan as well as maintaining a reliable fleet for emergency response. The plan was reviewed with the Village Council during each budget presentation since 2012. This is the final unit to be purchased from the 2012 Apparatus Replacement Plan.

Executive Summary:

The Fire Department is requesting authorization to purchase a 2019 Ford F-550 Horton Ambulance through Foster-Coach Sales, Inc. out of Sterling Illinois. Foster-Coach was the selected vendor for the 2019 ambulance bid through the Suburban Purchasing Cooperative Contract #174. Staff is also requesting authorization to purchase a Stryker Powerload Ambulance Cot through the Stryker/Physio-Control Corporation. The system itself will be installed by Foster-Coach. However, better pricing was obtained by purchasing it directly from the manufacturer.

The costs are as follows:

2019 Ford F-550 Horton Ambulance	\$246,584.00
Pre-Pay Discount	-\$ 4,256.00
Trade-in of 2007 Medtec Reserve Ambulance	-\$ 12,500.00
Total for Foster-Coach	\$229,828.00
Stryker Powerload Stretcher System	\$ 39,534.31
Total with Ambulance Load System	\$269,362.31

The capital budget for this purchase was authorized at \$285,000. Some additional funding will be needed for the lettering and logos. Please see the attached memo for additional information.

Recommendation:

Consider approval of Resolution No. R-36-2019, authorizing the purchase of a 2019 Horton Ambulance under Suburban Purchasing Cooperative Contract #174 and the disposal of the Fire Department 2007 Medtec Ambulance through the trade-in process as well as the purchase the Stryker Cot and Powerload System through the Stryker/Physio-Control Corporation for the new ambulance.

Attachments:

- 1 - Resolution No. R-36-2019
- 2 - Memo from Chief Berkowsky to Village Manager Bahan dated April 3, 2019
- 3 - Suburban Purchasing Cooperative #174 Memo
- 4 - Foster-Coach Ambulance Specifications & Drawings
- 5 - Stryker Cot & Powerload System Quote

RESOLUTION NO. R-36-2019

**A RESOLUTION APPROVING THE PURCHASE
OF AN AMBULANCE AND POWER LOAD AMBULANCE COT SYSTEM,
AND TRADE-IN OF AN AMBULANCE**

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village of Winnetka ("**Village**") is a member of the Northwest Municipal Conference ("**NWMC**"), a corporate organization representing municipalities and townships located within the State of Illinois and Counties of Cook, DuPage, Kane, Lake, and McHenry; and

WHEREAS, the Village participates in the NWMC Suburban Purchasing Cooperative ("**SPC**"), which permits local governments to purchase commodities and services according to contracts negotiated by the NWMC, resulting in significant savings for the Village; and

WHEREAS, the Village Fire Department ("**Department**") has identified the need to replace an existing 2007 Medtec reserve ambulance ("**Existing Ambulance**") with a new ambulance ("**New Ambulance**"), and purchase a power load ambulance cot system for the New Ambulance ("**Cot System**"); and

WHEREAS, the SPC sought bids for the award of a contract for the purchase of the New Ambulance and Cot System; and

WHEREAS, the SPC identified Foster Coach, of Sterling, Illinois ("**Ambulance Vendor**"), as the low responsible bidder for the purchase of the New Ambulance with a purchase price of \$246,584.00, with a discount of \$4,256.00 if the Village prepays for the New Ambulance; and

WHEREAS, the Existing Ambulance is no longer necessary or useful to the Village; and

WHEREAS, the Ambulance Vendor has offered a total trade-in value of \$12,500.00 for the Existing Ambulance to be used toward to purchase of the New Ambulance, bringing the final purchase price for the New Ambulance to \$229,828.00; and

WHEREAS, the SPC identified Stryker Medical, Inc., of Portage, Michigan ("**Cot System Vendor**"), as the low responsible bidder for the purchase of the Cot System with a purchase price of \$39,534.31; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to: (i) purchase the New Ambulance from the Ambulance Vendor; (ii) trade-in the Existing Ambulance to the Ambulance Vendor; and (iii) purchase the Cot System from the Cot System Vendor;

April 16, 2019

R- 36-2019

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1. RECITALS. The Village Council adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: AUTHORIZATION TO DISPOSE OF EXISTING AMBULANCE. Pursuant to the Village's home rule authority, the Village Council hereby deems the Existing Ambulance to be no longer necessary or useful to, or for the best interests of, the Village, and hereby authorizes the Village Manager, or his designee, to dispose of the Vehicle by trade-in for \$12,500 to the Ambulance Vendor.

SECTION 3. APPROVAL OF PURCHASE OF NEW AMBULANCE. The Village Council hereby approves the purchase by the Village of the New Ambulance from the Ambulance Vendor, in the total amount of \$229,828.00.

SECTION 4. AUTHORIZATION TO PURCHASE COT SYSTEM. The Village Council hereby approves the purchase by the Village of the Cot System from the Cot System Vendor, in the total amount of \$39,534.31.

SECTION 5: EXECUTION OF REQUIRED DOCUMENTATION. The Village President and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all purchase orders and documents necessary to complete the purchases of the New Ambulance and the Cot System authorized by Sections 2 and 3 of this Resolution and the disposition of the Existing Ambulance authorized pursuant to Section 2 of this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

April 16, 2019

R- 36-2019

COUNCIL REPORT

TO: ROBERT BAHAN, VILLAGE MANAGER
FROM: ALAN J. BERKOWSKY, FIRE CHIEF
DATE: APRIL 3, 2019
SUBJECT: 2019 AMBULANCE & STRETCHER PURCHASE

The Fire Department is requesting authorization to purchase a 2019 Ford F-550 Horton Ambulance through Foster-Coach Sales, Inc. out of Sterling Illinois. Foster-Coach was the selected vendor for the 2019 ambulance bid through the Suburban Purchasing Cooperative (SPC) Contract #174. Staff is also requesting authorization to purchase a Stryker Powerload Ambulance Cot through the Stryker/Physio-Control Corporation. The Powerload System will be installed by Foster-Coach Sales, Inc. However, better pricing was obtained by purchasing it directly from the manufacturer.

The costs are as follows:

2019 Ford F-550 Horton Ambulance	:	\$246,584.00
Pre-Pay Discount	:	-\$ 4,256.00
Trade-in of 2007 Medtec Reserve Ambulance	:	<u>-\$ 12,500.00</u>
Total for Foster-Coach	:	\$229,828.00
Stryker Powerload Stretcher System	:	<u>\$ 39,534.31</u>
Total with Ambulance Load System	:	\$269,362.31

The capital budget for this purchase was authorized at \$285,000. Additional funding will be needed for the lettering and logos (approximately \$4,000). Some of the new ambulance features include:

- A state-of-the-art 360 degree “birds-eye” view of the ambulance for backing, parking or tight driveways.
- Liquid Ride Suspension for a smoother transport of the patient to the hospital.
- 4-Wheel drive for inclement weather.
- The Ford F-550 provides a smoother ride and better handling.
- Redesigned patient area that provides additional room for critical care.

Pricing includes the cost of installing the Stryker Powerload System, equipment mounts and radios. A performance bond will be issued once Foster-Coach receives the purchase order from the Village. Our previous ambulance was purchased through Foster-Coach and we have had excellent service from their company over the years.

We recommend trading in the current reserve unit. The second-hand market for used fire apparatus is not strong. Many departments have elected to donate the vehicles instead of selling them outright. Foster-Coach has offered us \$12,500 for the 2007 Ambulance.

The Stryker Powerload System is a combination of a hydraulic stretcher and a lifting arm that places the cot into the ambulance. We have had the system on the current front-line ambulance for the last five (5) years and it has worked out very well. It reduces the risk of a back-injury when taking the stretcher in or out of the ambulance. It also provides a smoother transition for the patient when being lifted into the ambulance

We should be at or just under the budgeted amount for this purchase. The ambulance has an estimated life-span of 12 to 14 years. It will service six (6) to seven (7) years as a frontline ambulance and then another six (6) to seven (7) years as a reserve unit.

Please find the specifications and drawings for the new ambulance attached. Assembly of the new ambulance is expected to take approximately six (6) months. Staff is recommending approval of Resolution R-36-2019 for the purchase of the 2019 Horton Ambulance from Foster-Coach and a Stryker Cot and Powerload System from the Stryker/Physio-Control Corporation. Staff will be present at the April 16th Council Meeting to answer any questions the Trustees might have.



A Joint Purchasing Program For Local Government Agencies

October 31, 2018

Mr. P.J. Foster
Vice President, Sales
Foster Coach Sales, Inc.
PO Box 700, 903 Prosperity Drive
Sterling, IL 61081

Dear Mr. Foster,

This letter is to inform you that the Governing Board of the Suburban Purchasing Cooperative has approved the first of four (4) contract extensions on the SPC 2019 Type I Additional Duty Ambulance Contract #174 to Foster Coach Sales Inc. for Horton Emergency Vehicles. In addition, the price increases have been approved and the Ford F-550 V-10 gasoline chassis with a 47A Ambulance Prep Package has been added as an alternate lower cost chassis.

<u>Chassis</u>	<u>2018 Price</u>	<u>2019 Price</u>
2019 Ford F550 4x4 per Specification	\$278,373.00	\$287,420.00
Alternate Chassis #1 2020 Freightliner M2	\$299,834.00	\$309,579.00
Alternate Chassis #2 2020 International MV607	\$302,116.00	\$311,935.00
New Item:		
Alternate Chassis #3 Ford F-550 V-10 gasoline chassis with 47A Ambulance Prep Package at \$7,650.00 less than the Ford F-550 4x4 Diesel per standard specification		\$279,770.00

With acceptance of this contract extension, Foster Coach, Sterling, IL agrees to all terms and conditions set forth in the specifications contained within the Request for Proposals to which you responded. The duration of the contract extension is January 1, 2019 through December 31, 2019. The SPC reserves the right to extend this contract for up to three (3) additional one-year terms upon mutual agreement of the both the vendor and the SPC on a negotiated basis.

Foster Coach Sales Inc., Sterling, IL will handle all billing. Each ambulance will be assessed an administrative fee of \$750.00 per ambulance for members and \$1,000.00 per ambulance for non-members, which shall be paid directly by the vendor to the SPC on a quarterly basis.

*DuPage Mayors &
Managers Conference*
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

*Northwest Municipal
Conference*
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

*South Suburban Mayors
And Managers Association*
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentis
Phone: (708) 206-1155
Fax: (708) 206-1133

*Will County
Governmental League*
3180 Theodore Street, Suite 101
Joliet, IL 60435
Cherie Belom
Phone: (815) 729-3535
Fax: (815) 729-3536

The SPC looks forward to a productive year working with Foster Coach Sales, Inc., Sterling. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

Sincerely,



Ellen Dayan
Purchasing Director
Northwest Municipal Conference



Ellen Dayan, NWMC

10.31.18

Date



P.J. Foster, Foster Coach Sales

10/31/18

Date

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FOSTER COACH SALES, INC.

903 Prosperity Drive Street P.O. Box 700
Sterling, Illinois 61081

Phone: (815) 625-3276

(800) 369-4215

Fax: (815) 625-7222

Web site: www.fostercoach.com

PF00903

QUOTATION

TO: WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
WINNETKA, IL 60093

DATE: 03/25/19

ATTN: DENNIS LEGAN

REFERENCE: NEW AMBULANCE

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below and on the reverse side hereof.

QTY.	DESCRIPTION	EACH	NET PRICE
1	2019 FORD F550 4X4 CHASSIS ON A CUSTOM HORTON CONVERSION PER CUSTOMER SPECIFICATIONS AND SPC/NWMC PRICING CONTRACT #174	\$ 246,584.00	\$ 246,584.00
	OPTIONS		
	PREPAYMENT DISCOUNT Full amount due within 10 days of order to receive full discount.	\$ -4,256.00	\$ -4,256.00
	TRADE IN OF 2007 FREIGHTLINER CHASSIS ON A MEDTEC CONVERSION WITH APPROX 40K MILES Vehicle must be in good working order at time of trade or price is subject to change.	\$ -12,500.00	\$ -12,500.00
		\$ Total	\$ 229,828.00
	ACCEPTED BY: _____		
	TITLE: _____ Date: _____		

ESTIMATED DELIVERY:
6-8 MONTHS DEPENDING ON CHASSIS

PROPOSED BY: 

PHILLIP FOSTER, VICE PRESIDENT OF SALES



WINNETKA FIRE DEPARTMENT

428 GREEN BAY ROAD

WINNETKA, IL 60093

DENNIS LEGAN

Year: 2019
Chassis: Ford Type I, 189" WB, 108"
Type: 1
Model: 623
Rev I Close

12124

CATEGORIES:

A Chassis
B Body Connection Pass Thru Type
BH Chassis Accessories
BL Chassis Electrical
C Conversion Model
CB Module Body Modifications
D Module Body Hardware
E Paint and Striping
F Cabinet Doors, Handles and Hardware
G Interior Colors
H Interior Cabinets, Streetside
I Interior Cabinets, Curbside
J Front Wall Cabinets
K Interior Accessories and Trim
L Cot Mount, and Patient Handling
M Warning Systems, Visual
MN Warning Systems, Audible
O Lights, Non Emergency
P Electrical Power Group
Q Heat, Ventilation, Air conditioning
R Console, Radio, and communications
T Oxygen and Suction
U Lettering and Graphics
Z Other

Prepared By: P. J. Foster

WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
WINNETKA, IL 60093
DENNIS LEGAN



Selected Feature List 12124

Year: 2019
Chassis: Ford Type I, 189" WB, 108"
Model: 623

Option	Std	Qty	Header/Description/Data	Proposal Total
AB			Horton Emergency Vehicles Feature List	
AC			CHASSIS	
AFF	1	1	FORD F-SERIES CHASSIS	
AFF64016	0	1	CHASSIS, 2016 FORD 4X4, 189" F-550 CAB/CHASSIS The chassis required to complete the ambulance conversion shall be supplied by Horton. !!! CHASSIS TO BE A 2019 !!! CHASSIS TO HAVE ALUMINUM RIMS	
AFFSP001	0	1	FORD F-SERIES SPECIAL INSTRUCTION FORD FIN CODE	
AFFSP002	0	1	FORD F-SERIES SPECIAL INSTRUCTION SLIDING WINDOW CAB SIDE	
AJNSPIC0	1	1	CHASSIS INTERIOR COLOR SHALL BE GRAY	
B			CHASSIS MODIFICATIONS, HARDWARE AND ACCESSORIES	

WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
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Option	Std	Qty	Header/Description/Data	Proposal Total
BH010000	1	1	DIESEL EXHAUST FLUID (DEF) The fill for the DEF tank will be located in the driver's side of the body forward of the rear wheels. A label stating "DIESEL EXHAUST FLUID (DEF)" will be installed next to the fill neck. <i>(Option is applicable to 2011 and later Ford F-series chassis)</i>	
BH03B000	1	1	MUD FLAPS: rear Install individual rear mud flaps behind each set of rear wheels.	
BH070000	1	1	REINFORCE REAR BUMPER END CAPS Reinforce end caps of rear bumper for greater impact resistance. <i>A section of 2" x 2" steel angle shall be attached to the back side of the std Horton step. (Note, this option is not available on recessed or impact steps).</i>	
BH08HE00	0	1	RUNNING BOARDS: EMBOSSED ALD W/STAR PUNCH Install heavy duty aluminum embossed diamond plate running boards and splash shields. Running boards are to be star punched for enhanced drain and foot grip. LINEX	
BH110000	1	1	REAR STEP/ BUMPER ASSEMBLY The center section of the rear step bumper shall be constructed of aluminum grip strut and be hinged to assist in patient handling. APPLY RUST PROOFING FOR BUMPER ASSEMBLY	
BH16L000	1	1	LIQUID SPRING SUSPENSION WITH DUMP FEATURE A Liquid Spring rear suspension shall be installed. The suspension system shall dump when the left rear entry door is opened. The system shall include a dump override switch. DUMP SWITCH LOCATION: REAR CURBSIDE ENTRY DOOR PANEL	
BH32OR00	1	1	SUSPENSION SWITCH: dump override A switch will be installed where specified, to override the automatic dump feature activated by the left rear patient compartment entry door. REAR CURBSIDE ENTRY DOOR PANEL	

WINNETKA FIRE DEPARTMENT
 428 GREEN BAY ROAD
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 DENNIS LEGAN



Selected Feature List 12124

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Option	Std	Qty	Header/Description/Data	Proposal Total
BL073000	1	1	BATTERIES, STANDARD ON F-SERIES FORD CHASSIS (2) OEM batteries shall be installed in the manufacturers under hood battery tray locations.	
BL08A000	1	1	BATTERY HEAT SHIELDS Battery heat shields will be provided for any battery located under the hood which is not protected by the OEM manufacturer.	
BL26N000	0	1	360 DEGREE CAMERA SYSTEM Supply and install a Horton 360 Degree camera system. Cover color: painted to match module ILOS INSTALL #RVS-MV1619N WINDSHIELD MOUNTED MONITOR-	
BL32A000	1	1	OEM AM/FM/CD PLAYER SHALL BE PROVIDED BY THE OEM MANUFACTURER OEM AM/FM/CD player shall be provided by the OEM manufacturer on all Horton supplied chassis. NO CD PLAYER	

C CONVERSIONS

CA640000	0	1	CONVERSION MODEL: F623 FORD F SERIES MINIMUM BODY DIMENSIONS: (Exterior) -Height: 89" -Width: 96" -Length: 173" (Interior) -Height: 72" -Aisle: 20" -Width: 20" (from edge of cot in wall position to squad bench riser) -Length: 169" OVERALL DIMENSIONS (Including Chassis, Module and Step): -Height: 117" (to top of vent) -Width: 100" -Length: 307" NOTE 74" HEADROOM 176" BODY - ADD 3" AFT OF THE REAR AXLE	
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WINNETKA FIRE DEPARTMENT
 428 GREEN BAY ROAD
 WINNETKA, IL 60093
 DENNIS LEGAN



Selected Feature List 12124

Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
CA640001	1	1	F623 STREETSIDE FORWARD: Clear Door Opening: 18.7" wide x 79.1" high Actual Compartment 24.2" wide x 82.1" high x 20.3" This area shall be accessed through a single outside hinged door. The compartment shall house the vehicle's primary O2 cylinder. The compartment shall be vented to the outside.	
cb03so00	0	1	SWEEP OUT COMPARTMENT FLOOR MODIFICATION Compartment floor is to be sweep-out style. !!! FABRICATE FLOOR FROM D/A FINISHED FLAT ALUMINUM.	
cb040000	0	1	COMPARTMENT HEIGHT Modify: first, street side The height of the standard compartment for this model shall be modified. This is the first street side compartment height modification and shall include affected modifications to the interior cabinet. Height Modification: DECREASE TO ACCOMMODATE ELECTRICAL COMPARTMENT Locate: STREETSIDE FORWARD	
dr08l000	0	2	SHELF FOR LED LIGHTED VERTICAL COMPARTMENT A diamond plate adjustable shelf shall be installed in the following location. Locate: LEFT SIDE OF DIVIDER - CENTERED	
dr11a000	0	1	DIVIDER FIXED, VERTICAL COMPARTMENT Install a 16" deep fixed vertical divider shall be installed in the location listed below. (Divider material is to match the compartment material) Locate: 13" FROM RH WALL	
dr13c000	0	1	SCORPION LINED DIVIDER Spray the selected divider with Scorpion lining as noted below. Color: BLACK	
CA640002	1	1	F623 STREETSIDE INTERMEDIATE: Clear Door Opening: 51.7" wide x 38.3" high Actual Dimensions: 55.5" wide x 41.5" high x 20.3" This area shall be accessed through double, outside hinged doors. Both doors shall have exterior door handles and latching devices. PD BOX OCCUPIES APPROX 6" OF LEFT COMPARTMENT WALL	
cb03so00	0	1	SWEEP OUT COMPARTMENT FLOOR MODIFICATION Compartment floor is to be sweep-out style. !!! FABRICATE FLOOR FROM D/A FINISHED FLAT ALUMINUM.	

WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
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DENNIS LEGAN



Selected Feature List 12124

Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
cb04a000	0	1	COMPARTMENT HEIGHT MODIFY: second, street side The height of the standard compartment for this model shall be modified. This is the second street side compartment height modification. Interior cabinet modifications included in the "COMPARTMENT HEIGHT MODIFY: first, street side" option B04 Height Modification: DECREASE TO ACCOMMODATE INTERIOR CABINETS Locate: STREETSIDE INTERMEDIATE	
dr09lb00	0	1	SHELF FOR LED LIGHTED DOUBLE DOOR COMPARTMENT A diamond plate adjustable shelf shall be installed in the area listed below. Locate: CENTERED IN COMPARTMENT	
CA640004	1	1	F623 STREETSIDE REAR: Clear Door Opening: 32.0" wide x 58.3" high Actual Dimensions: 36.6" wide x 61.5" high x 20.3" This area shall be accessed through double, outside hinged doors. Both doors shall have exterior door handles and latching devices: NOTCH COMPARTMENT IN THE UPPER PORTION OF THE COMPARTMENT FOR A 6" ID INTERIOR CABINET AND EXTENDED TELEMETRY AREA ADD ADDITIONAL VENTS TO COMPARTMENT	
cb03so00	0	1	SWEEP OUT COMPARTMENT FLOOR MODIFICATION Compartment floor is to be sweep-out style. !!! FABRICATE FLOOR FROM D/A FINISHED FLAT ALUMINUM.	
dr08l000	0	1	SHELF FOR LED LIGHTED VERTICAL COMPARTMENT A diamond plate adjustable shelf shall be installed in the following location. Locate: AT REDUCED UPPER AREA. ADJUSTABLE UPWARD	
dr10e000	0	2	EXTRUDED ALUMINUM "C" CHANNEL, ADDITIONAL Additional section of aluminum "C" channel shall be installed on the designated compartment walls. Standard tool boards require two C-channels. Location: SPACED EVENLY ON LOWER PORTION OF COMPARTMENT	
CA640005	1	1	F623 CURBSIDE REAR: Clear Door Opening: 25.0" wide x 79.1" high Actual Dimensions: 29.7" wide x 82.1" high x 20.3" This area shall be accessed through a single outside hinged door !!! ENTIRE COMPARTMENT TO BE FABRICATED FROM FLAT ALUMINUM. DO NOT COAT FLOOR OR CEILING.	

P. J. Foster

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WINNETKA FIRE DEPARTMENT
 428 GREEN BAY ROAD
 WINNETKA, IL 60093
 DENNIS LEGAN



Selected Feature List 12124

Year: 2019
Chassis: Ford Type I, 189" WB, 108"
Model: 623

<u>Option</u>	<u>Std</u>	<u>Qty</u>	<u>Header/Description/Data</u>	<u>Proposal Total</u>
cb03so00	0	1	SWEEP OUT COMPARTMENT FLOOR MODIFICATION Compartment floor is to be sweep-out style. !!! FABRICATE FLOOR FROM D/A FINISHED FLAT ALUMINUM.	
cb060w00	0	1	COMPARTMENT WIDTH Modify: first, curbside The width of the standard compartment for this model shall be modified. This is the first curbside compartment width modification and shall include affected modifications to the interior cabinet. Width Modification: DECREASE TO ACCOMMODATE BACKBOARD ON SQUAD BENCH. APPROX 25.7" Locate: CURBSIDE REAR	
dr08l000	0	2	SHELF FOR LED LIGHTED VERTICAL COMPARTMENT A diamond plate adjustable shelf shall be installed in the following location. Locate: SPACED EVENLY ABOVE FIXED	
dr11a000	0	1	DIVIDER FIXED, VERTICAL COMPARTMENT Install a 16" deep fixed vertical divider shall be installed in the location listed below. (Divider material is to match the compartment material) Locate: 9" FROM RH WALL	
dr11ci00	0	1	CLOSEOUT, EXTERIOR COMPARTMENT Install a closeout to block off exterior access to the exterior compartment as noted below. Fabricate closeout to match compartment material. Locate: FOR INTERIOR DRAWER-TOP OF CLOSEOUT TO HAVE LIP LIKE A FIXED SHELF.	
dr11p000	0	1	STAIR CHAIR POCKET, RECESSED A pocket that is 40" high x 10" wide x 1.2" deep shall be recessed into the inner compartment door panel. The pocket shall be installed as close to the bottom and hinged side of door as possible unless otherwise specified. Locate: HINGED SIDE OF COMPARTMENT AS CLOSE TO THE HINGE AS POSSIBLE	
dr13a000	0	1	SCORPION LINED COMPARTMENT Spray the selected compartment with Scorpion lining as noted below. Color: BLACK	
dr13c000	0	1	SCORPION LINED DIVIDER Spray the selected divider with Scorpion lining as noted below. Color: BLACK	

P. J. Foster

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WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
WINNETKA, IL 60093
DENNIS LEGAN



Selected Feature List 12124

Year: 2019
Chassis: Ford Type I, 189" WB, 108"
Model: 623

Option	Std	Qty	Header/Description/Data	Proposal Total
CAB93AF0	0	1	KKK-A-1822F CERTIFICATION LABEL The vehicle shall have weight/payload, electrical load and KKK-A-1822F certification stickers installed in the O2 compartment.	
CB BODY MODIFICATIONS/OPTIONS				
CB030000	0	2	MODULE HEAD ROOM, INCREASE FROM STANDARD, per Inch The standard module body headroom shall be increased from standard per the quantity listed below. The quantity represents inches and must be in increments of 2". Headroom Required: 74"	
CB06CC00	0	1	CRASH BARRIER SAFETY CONFIGURATION The side access door is to be relocated at the forward most area on the curbside of the body. The space between the door and the head of the bench is to be occupied by an inside/outside access compartment with three standard shelves .125" thickness. The bench must remain a minimum of 72" long. SIZE: ACTUAL DIMENSIONS: 31.5"W X 58.56"H. CLEAR OPENING: 28.87"W X 47.44"H X 20.3"D. NOTE: MINIMUM 73.5" SQUAD BENCH LENGTH REQUIRED. !!! INSTALL A CUSTOM DIAMOND PLATE CRASH BARRIER COMPARTMENT BETWEEN THE SIDE ENTRY DOOR AND WHEEL HOUSE WITH A SINGLE-HINGED EXTERIOR DOOR WITH DUAL NADAR PINS. DIMENSIONS INCLUDE 6" DROP. !!! INSTALL (2) ADJUSTABLE DIAMOND PLATE SHELVES IN COMPARTMENT. LIPS TO BE FLUSH WITH DRI DECK. LOCATE (1) SHELF AT INTERIOR FLOOR LEVEL AND OTHER SHELF SPACED EVENLY ABOVE IN THE INSIDE/OUTSIDE ACCESS AREA. INTERIOR ACCESS TO EXTEND AS CLOSE TO FLOOR AS POSSIBLE. !!! INSTALL AN AISLE FACING DRAWER PER IK04000 FULL WIDTH X 5.5"H X 16"D (ALL I.D. DIMENSIONS). INSTALL USING HEAVY DUTY BOTTOM-MOUNTED SLIDES. INCLUDE STOP TO AVOID CONTACT WITH COT. ALL DRAWER TRAY SURFACES TO BE NON-PAINTED WITH A D/A FINISH. !!! INCLUDE SWEEP OUT FLOOR.	
CB06E000	0	1	SIDE DOOR: relocate The side patient access door shall be relocated from its standard location. Locate: CRASH BARRIER CONFIGURATION	

WINNETKA FIRE DEPARTMENT
428 GREEN BAY ROAD
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Selected Feature List 12124

Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
CB06Q000	0	1	EMBOSSSED DIAMONDPLATE AT SIDE ENTRY DOOR Fabricate the stepping surface inside the side access door using embossed diamond treadplate.	
CB06SX00	0	1	DOUBLE STEP CURBSIDE ENTRY 6" DROP SKIRT The curbside skirt, forward of the rear wheel well shall be dropped 6 inches. Two integral ALD steps within the side patient door step well shall be available upon opening the side door for easier and lower access to the patient compartment.	
CB06SX10	0	1	STREETSIDE OF BODY LOWERED 6" FROM STANDARD The street side of the body forward of the rear wheel well shall be lowered 6" from standard. <i>Note exhaust location when selecting this option.</i>	
CB07E000	0	1	COT MOUNT REINFORCEMENT PLATES: Power Load Additional under floor reinforcement is required for future installation of a Stryker Power Load system. <i>CENTER MOUNT</i>	
CB09SA00	1	1	PATIENT AREA SOUND PROOFING/ACOUSTIC ENHANCEMENT PACKAGE Install standard sound control package.	
CB12A000	0	1	POCKET FOR COOL TECH I Modify the body roof structure for installation of a Cool Tech I condenser to be recessed into the forward portion of the roof.	
CBR12E00	0	1	ELECTRICAL COMPARTMENT Install a 21" high single door compartment above the oxygen compartment to house the add-on electrical equipment. Install a Cast Products vent in the compartment door. The streetside forward compartment height must be reduced 22" to accommodate this feature. <i>Note: for Cool Tech options with solar panel the electrical compartment will be 23" high and include a 3" notch in the top. The streetside forward compartment height must be reduced 24" to accommodate this feature.</i> <i>Note: Must reduce the height of the #1 compartment</i> <i>CoolTech Ordered (2" notch required)</i>	

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Selected Feature List 12124

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Option	Std	Qty	Header/Description/Data	Proposal Total
CBSP0002	0	1	SPECIAL INSTRUCTION, BODY MODIFICATIONS STRETCH BODY TO 176"	
D MODULE BODY HARDWARE				
DG05C100	0	1	PRIVACY WINDOWS, REAR MODULE BODY ENTRY DOORS The rear module entry doors shall have solid windows. The windows shall have dark privacy glass. The windows shall meet FMVSS glazing standards. No films are to be used. MIRROR TINT ILOS	
DG06C200	0	1	PRIVACY WINDOW, SLIDING FOR SIDE ENTRY DOOR The side entry door shall have a sliding window. The window shall have dark privacy glass. The window shall meet FMVSS glazing standards. No films are to be used. ILOS TO HAVE MIRROR TINT	
DG07R000	0	1	EMERGENCY DOOR RELEASE MECHANISM, SIDE DOOR Install emergency release knobs on top and bottom of the side module entrance door.	
DG080000	1	1	EMERGENCY DOOR RELEASE MECHANISM, REAR DOORS Install standard emergency release knobs on top and bottom of rear module entrance doors.	
DG08A000	1	1	DOOR HANDLES Install Tri-Mark free floating style door handles with pre-stretched stainless steel cables. Include three piece interior door panels on all access doors.	
DH000000	1	1	Vi-Tech body mounts Install standard Vi-Tech body mounts.	

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Option	Std	Qty	Header/Description/Data	Proposal Total
DH03B000	1	1	MIRROR STAINLESS STEEL SPLASH SHIELDS Install #8 mirror stainless splash shields on the lower front face of the body just behind the cab access doors. These splash shields are to be the same height as the diamond plate front corner guards. LINEX	
DH040000	1	1	MODULE BODY FENDERS: stainless steel Rear wheel housings shall have stainless steel flare skirts to protect the wheel house opening and side body finish. !!! VEHICLE INCLUDES A 6" STREETSIDE AND CURBSIDE DROP SKIRT. INSTALL FENDERS FOR A 3" DROP SKIRT ON BOTH SIDES AND LENGTHEN THE RUB RAILS SO THEY EXTEND BELOW THE FENDERS FORWARD OF THE REAR WHEELS. LINEX	
DH060000	0	1	RUB RAILS, C-Channel The lower body rub rails shall be C-channel type ILOS. !!! VEHICLE INCLUDES A 6" STREETSIDE AND CURBSIDE DROP SKIRT. EXTEND RUB RAILS SO THEY EXTEND BELOW THE FENDERS FORWARD OF THE REAR WHEELS. BLACK POWDER COAT	
DH120000	0	1	EXTENDED DIAMOND PLATE CORNER GUARDS Install extended diamond plate corner guards that extend to the bottom of the paint stripe or pin stripe which ever is applicable. EXTEND TO 36" LINEX FRONT GUARDS	
DH330000	1	1	REAR DOOR HOLD OPENS, GRABBER Install chrome Cast Products "Grabber" style rear door hold opens. (NOTE: HOLD OPENS MUST BE RELOCATED IF TELESCOPIC LIGHTS ARE ORDERED)	

WINNETKA FIRE DEPARTMENT
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Selected Feature List 12124

Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
DL480000	0	1	ELECTRIC DOOR LOCKS: compartment Install power activated door locks on all exterior compartment doors. Locks to be activated by a switch at each patient area access door. Locks may be overridden by a door key. A separate lock switch will be located in the front radio console if option DL48D000 (wired to OEM locks) is not selected. !!! Note that the minimum compartment requirements for an electric door lock are as follows: Minimum door width jamb to jamb 16" Or Minimum door height jamb to jamb 25"	
DL48A000	1	1	ELECTRIC DOOR LOCKS: access doors Install power activated door locks on all patient area access doors. Locks to be activated by a switch at each patient area door, and controlled with the access door locks. Locks may be overridden by a manual slide lever or by the door key. A separate lock switch will be located in the front radio console if option DL48D000 (wired to OEM locks) is not selected.	
DL48B000	0	1	ELECTRIC DOOR SWITCH: concealed Install a concealed switch on the exterior of the vehicle to operate the power door lock circuit. Doors shall be wired to unlock only on this circuit. Locate: REAR LICENSE PLATE INSERT	
DL48D000	0	1	ELECTRIC DOOR LOCKS WIRED TO OEM SWITCHES The module door locks and compartment locks (if ordered) are to be wired to the chassis door lock switches.	
DLH40000	0	1	RECESSED LICENSE PLATE BRACKET A Cast Products #LP0002 recessed license plate bracket shall be installed per the attached drawing. The bracket will include lighting in the top to illuminate the license plate. REAR RISER PER PRINTS	
DR22B000	0	1	DRI DECK IN EXTERIOR COMPARTMENTS Dri Deck will be installed on the floor and shelves of all exterior compartments. Color: BLACK WITH TAPERED YELLOW EDGE TILES	

P. J. Foster

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WINNETKA FIRE DEPARTMENT
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WINNETKA, IL 60093
DENNIS LEGAN



Selected Feature List 12124

Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
DSP00001	0	1	SPECIAL INSTRUCTION, MODULE BODY HARDWARE LINEX RUNNING BOARDS, MIRROR SPLASH SHIELDS, FRONT CORNER GAURDS, REAR FENDERETTE.	
DSP00002	0	1	SPECIAL INSTRUCTION, MODULE BODY HARDWARE POWDER COAT "C" CHANNEL RUB RAILS	
E PAINT AND STRIPING				
ED020000	0	1	CHASSIS PAINT: other color Paint CHASSIS special color PAINT COLOR: AGATE BLACK PAINT COLOR: RED. PAINT NUMBER: FBCH 71096 !!! CHASSIS AND BODY TO HAVE A BLACK OVER RED PAINT SCHEME. !!! PAINT CAB ROOF BLACK DOWN THE "A" AND "B" PILLARS FOLLOWING BODY LINE UNDER THE WINDOWS FOR A PAINT BREAK LINE.	
ED050000	0	1	MODULE PAINT: other color Paint MODULE special color PAINT COLOR: AGATE BLACK. PAINT COLOR: RED. PAINT NUMBER: FBCH 71096 PAINT COLOR: HORTON STANDARD WHITE PAINT NUMBER: FLNA4002 !!! CHASSIS AND BODY TO HAVE A BLACK OVER RED PAINT SCHEME. !!! PAINT BREAK LINE TO BE JUST BELOW NFPA VENTS LIGHTS ON BODY SIDES. !!! ROOF EXTRUSIONS TO BE BLACK. !!! FLAT AREAS OF ROOF INBOARD OF EXTRUSIONS TO BE WHITE. NO WHITE SHALL BE VISIBLE FROM THE GROUND. !!! REAR ENTRY DOORS ARE TO BE SOLID RED.	
ED20PS00	1	1	PAINT PANEL: sample A painted test panel shall be prepared with the following paint color and number, to confirm correct paint selection. The panel will be mailed as designated. PAINT COLOR: RED. PAINT NUMBER: FBCH 71096 PAINT COLOR: AGATE BLACK - FORD OEM	

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ED4B0000	0	1	PAINT 360 DEGREE CAMERA COVERS	
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The 360 Degree camera covers are to be painted to match the body color.

F	INTERIOR CABINET DOORS, HANDLES & HARDWARE			
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FE010000	1	1	FULL HEIGHT PULL HANDLES ON SLIDING PLEXIGLAS DOORS	
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All sliding cabinet doors to have full length pull handles.

FE01FT00	1	1	LATCH, HINGED DOOR: Southco flush stainless steel pull style	
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Install stainless flush mount Southco pull latches on the hinged interior cabinet doors.

FE02A000	1	1	PLEXIGLAS COLOR: light tint	
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All Plexiglas doors to be light tint.

!!! INSTALL LIGHT TINT POLY ILOS PLEXIGLAS.

FE06E000	0	3	COUNTERTOP, SOLID SURFACE	
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Install solid surface countertop in lieu of standard stainless steel. Counter is to include radiused and tapered corners.

Color: GREY GRANITE

FE08A000	0	1	STAINLESS STEEL-INHALATION PANEL:	
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The inhalation panel is to be fabricated from stainless steel. All edges are to be filed.

G	INTERIOR COLORS, UPHOLSTERY AND SEATING			
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GF01CG00	0	1	INTERIOR COLOR SCHEME: CG TECH	
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The patient area walls, inner door panels and inhalation panel are to be finished with CG Tech material. Install brushed stainless risers and lower door panels.

Color: SILVER METALLIC

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GF01R000	0	1	INTERIOR COLOR SCHEME: Custom Interior colors are as follows: FLOOR: LONCOIN FLECKS II ONYX #150 BLACK, NO TS RISER: STAINLESS STEEL. WALLS: CG TECH POLAR WHITE ON INHALATION AREA AND TELEMETRY WALLS. ALL OTHER WALLS TO BE SILVER METALLIC CABINET: WHITE SMOOTH PAINT. UPHOLSTERY: GUNMETAL GREY (EVS COLOR)	
GF01S000	0	1	CUSTOM FLOOR: A non standard/stocking floor material is desired. FLOOR: LONCOIN FLECKS II ONYX #150 BLACK, NO TS	
GF01V000	0	1	VACUFORMED UPHOLSTERY: All seat cushions including head and back cushions are to be vacuformed style. Cushions are to be installed with Velcro around the full perimeter of the cushion. All closeouts are to be covered with matching material and installed per standard. Head, backrest and HOPS cushions are to be made and attached per standard. INCLUDES ATTENDANT SEAT	
GF02M000	1	1	INSIDE CABINET FINISH: paint The interior of all aluminum cabinets shall have a durable paint finish. The painted surface shall be washable and non-absorbent. See the appropriate Interior Color Scheme option for paint color information.	
GF02P000	1	1	RISERS: The interior of this vehicle is to contain no wood or wood products. The risers are to be made of reinforced structural composite board covered with Formica per the color description. Formica will not be installed on the risers if stainless steel riser options are selected. Note: Riser thickness to be modified if option #PL27CP00 is ordered.	
GF030000	0	1	STAINLESS STEEL RISER, cabinet wall Install stainless steel on cabinet wall riser. If a cabinet riser accent stripe is ordered the stainless steel will stop at the bottom edge of the stripe.	
GF03A000	0	1	STAINLESS STEEL RISER, bench wall Install stainless steel on squad bench riser.	

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GF03C000	0	1	STAINLESS STEEL LOWER DOOR PANELS Finish lower section of inside patient compartment doors with stainless steel. If an interior accent stripe is ordered the stainless is to stop at the bottom of the stripe. LOWER PORTION TO EXTENDED SO NO CG TECH IS SHOWING.	
GK12A300	0	1	HIGH BACK ATTENDANT SEAT WITH CHILD SAFETY, 4PT Delete the boxed in attendant seat cushions. Install a USSC high back bucket seat with integral 4pt seatbelt and child safety seat. The seat to be adjustable front to rear. TO BE VACUUM FORMED	
GK150000	5	3	SEAT BELTS: Install standard 4pt seatbelts per quantity and locations selected. Locate: Head of bench Foot of bench CPR seat Note: Head of bench requires Option #IG070000 (Squad bench end restraint for use with HOPS)	
H INTERIOR CABINETRY, STREET SIDE				
HK000000	1	1	LINEN CLOSET Install a vertical storage cabinet behind the attendant seat. The upper storage area shall house the primary electrical distribution area. The lower section shall be used for miscellaneous storage. Each area shall be accessed through hinged doors. The electrical distribution area shall include a Southco key lock/latching device. The entire cabinet shall be fabricated from aluminum and shall then be painted, unless otherwise specified. CABINET TO HAVE (3) DOORS	
HK001000	1	1	HOPS SYSTEM: The unit is to be equipped with the HOPS system. Note: Deletion of the system along with the selection of option #HK01A000 requires that the credit provided under HK01B000 be deleted.	

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HK001B00	1	1	RADIUS STYLE CABINET TRIM Install smooth 1.5" radiused trim on all applicable interior cabinets.	
HK01B000	1	1	STREETSIDE WALL WITH CPR SEAT Street side wall to have CPR configuration. All cabinets over 14"H will include (1) standard adjustable shelf. SEE DRAWINGS Configure: street side cabinets to be 18" deep. TO BE 34"W ILOS	
HK01R000	0	2	LIFT UP CABINET FRAMES: street-side Fasten the Plexiglas door frame extrusion to a piano hinge secured to the cabinet wall. The complete frame and doors shall hinge open upward providing total access to the cabinet behind. The frame shall be held open with gas charged cylinders and secured in the down position with a sliding dead bolt. Locate: BOTH UPPER	
HK01T000	0	1	RECESSED-PULL OUT ASPIRATOR STORAGE IN MAIN CABINET RISER The vehicle aspirator shall be install in a pull out drawer in the main cabinet riser. A recessed pocket will provide the storage for the pull out drawer and the pocket will be trimmed with aluminum diamond plate inside the exterior compartment. Locate: BELOW INHALATION AREA POLY FACE WITH NOTCH FOR HOSE. NON PAINTED DA FINISH ON DRAWER TRAY	
HK01W000	0	1	PULL OUT WRITING TRAY WITH STORAGE BELOW WRITING SURFACE A recessed writing tray shall be installed in the main cabinet riser for use by the occupant in the attendant seat. Storage shall be provided below a lift up writing surface. The recessed pocket for the writing tray will be trimmed with aluminum diamond plate inside the intermediate compartment. Note: Make sure this option can be provided without any clearance issues. NON PAINTED DA FINISH ON DRAWER TRAY	
HK02LU00	0	1	STORAGE BENEATH THE CPR SEAT A trimmed storage area shall be accessed by raising the hinged side attendant seat base cushion. .50" OVERHANG FOR EASE OF OPENING	

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HK02LU10	0	1	RECESSED PADDLE LATCH FOR ACCESS BELOW THE CPR SEAT CUSHION A recessed paddle latch will be installed in the cabinet riser to provide access to the CPR seat storage area.	
HK02LU20	0	1	GAS HOLD OPEN FOR LIFT UP CPR SEAT CUSHION A gas holdopen shall be installed to keep the CPR seat cushion in the upright position when opened.	
HK03D000	0	1	PULL OUT DRAWER INSTALLATION IN MAIN CABINET WALL Pull out drawer(s) shall be installed in the main cabinet wall at the locations listed below. <i>Location: BELOW TELEMETRY AREA (3) DIVIDERS FRONT TO BACK</i> <i>NON PAINTED DA FINISH ON DRAWER TRAY</i>	
HK160000	0	1	EXTRA SHELF: Interior Install an additional adjustable shelf. <i>Locate: LOWER REARWARD CABINET</i>	
HK17G000	0	1	SHARPES/WASTE STORAGE IN A TIP OUT DOOR IN MAIN CABINET WALL Install both sharps and waste containers on a tip-out door within the main cabinet wall. The door shall be specifically located as noted below. <i>Locate: BELOW PULLOUT DRAWER. TO HAVE 8970 BUCKET ONLY</i>	
HSP00001	0	1	SPECIAL INSTRUCTION, STREETSIDE CABINETRY <i>!! ADD REARWARD LOWER CABINET - 6" DEEP WITH 2 ADJUSTABLE SHELVES.</i>	
HSP00002	0	1	SPECIAL INSTRUCTION, STREETSIDE CABINETRY <i>!!! ADD NOTEBOOK SLOT JUST BELOW WRITING TRAY</i>	
HSP00003	0	1	SPECIAL INSTRUCTION, STREETSIDE CABINETRY <i>!!! INSTALL CABINET BELOW INHALATION AREA. FULL LENGTH SLIDING DOOR HANDLES. CABINET TO BE FORWARD MOST OF INHALATION AREA 24.5W X 14H X 18D</i>	

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INTERIOR CABINETS AND SQUAD BENCH, CURB SIDE

IA200000	1	1	SQUAD BENCH STORAGE: Storage shall be provided under the bench cushions. The area shall run where possible under the bench. The storage pan shall be fabricated from aluminum and shall be accessed by raising the split cushions. .50" OVER HANG FOR EASE OF OPENING	
ig05f000	0	1	SQUAD BENCH: DELETE CUPS AND WELLS A 22" wide x 72" long bench cushion shall be provided on the curb side of the patient area. The cushion shall be split. No provisions for stretcher cups and wells are provided.	
ig09e000	0	1	CARGO NET AT HEAD OF BENCH Install a cargo net at the head of the bench. Net to be removeable for cleaning purposes. !!! FOR CRASH BARRIER I/O	
IG10A000	1	1	BENCH HOLD OPENS: gas Install gas spring hold opens on squad bench lid. (1) EACH END OF BENCH	
IG10Q000	1	1	BENCH HOLD-DOWN: paddle latches (Pair) Install recessed paddle latches into the squad bench riser to retain the squad bench lids in the closed position. The latches shall be both passive and positive. TO HAVE ONLY (1)	
IG15A000	1	1	BENCH CUSHION EDGE TRIM: Trim bench cushion edge with protective aluminum trim, to protect horizontal edge of squad bench cushion from tears..	
IG15B000	1	1	BENCH BACK CUSHION: full size Delete individual squad bench back cushions. Install full size cushion.	

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IK040000	0	2	SLIDING DRAWER: Install a pull out cabinet drawer, mounted on grant slides, on the curbside of vehicle per drawing. LOCATE: CRASH BARRIER, AISLE FACING. SIZE: MAX WIDTH X 5.5"H X 16"D (ALL I.D. DIMENSIONS). LOCATE: REAR WALL PER PRINT, SQUAD BENCH FACING SIZE: AS WIDE AS POSSIBLE"W X 5.5"H X TO DIVIDER IN CURBSIDE REAR COMPARTMENT !!! DOORS TO BE SOLID TRIMMED OUT !!! INSTALL USING ACCURIDE SIDE-MOUNTED SLIDES. INCLUDE STOP TO AVOID CONTACT WITH COT. !!! ALL DRAWER TRAY SURFACES TO BE NON-PAINTED WITH A D/A FINISH.	
IK17G000	0	1	SHARPES/WASTE STORAGE ON A TIP OUT DOOR IN BENCH Install both sharps and waste containers on a tip-out door in the face of the squad bench. The door shall be specifically located as noted below. Locate: HEAD OF BENCH FACING AISLE. 8970 CONTAINER	
IK18AA00	1	1	CURBSIDE OVERHEAD CABINET: hinged doors Storage shall be provided above the squad bench. The storage shall run the full length of the squad bench and shall be accessed through hinged Plexiglas doors that are held in the open position with gas activated rods. The entire cabinet shall be fabricated from aluminum. The cabinet is to be 9" H to meet current K requirements. !!! NOTE CUSTOM CABINET. !!! DEPTH TO BE 10" ID ILOS !!! TOTAL OF (4) HINGE UP DOORS	
IK18Y000	0	3	CABINET DIVIDER: Install a cabinet divider as noted below. Locate: UPPER CABINETS TO DIVIDE INTO (4) SEPARATE CABINETS	
IK280000	0	1	PASS THROUGH ACCESS TO THE CURBSIDE REAR COMPARTMENT Inside/outside access to the curbside rear compartment shall be provided as described. Width is to be determined by the location of any exterior divider and the height shall start 41" from the exterior compartment floor to interior closet unless noted otherwise below. Size: DETERMINED BY DIVIDER PLACEMENT IN CURBSIDE REAR COMPARTMENT. Door style: SOLID, CG-TECH COVERED. DOOR TO BE FLUSH-CLOSING WITH PIANO-STYLE HINGE ON RIGHT.	

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J INTERIOR CABINETS, FRONT

JSP00001 0 1 SPECIAL INSTRUCTION, FRONT WALL CABINET

!!! INSTALL A PARTIALLY RECESSED 3-GLOVE STORAGE CABINET ON THE FRONT BULKHEAD PER DRAWING.

JSP00002 0 1 SPECIAL INSTRUCTION, FRONT WALL CABINET

INSTALL PARTIALLY RECESSED "D" TANKS LOWER PORTION OF FRONT WALL PER PRINTS

K MODULE INTERIOR ACCESSORIES AND TRIM

KG02B000 2 2 IV HANGER, CAST PRODUCTS WITH RUBBER ARM

Cast products recessed IV hangers with rubber arms for attaching solution bags shall be installed in the designated locations.

Locate: Per prints

KG09B000 1 1 CEILING GRAB RAIL: standard (2) 2ft rails or (1) 6ft rail anti-microbial

Cabinet wall "A" will have (1) 6' rail over cot as standard.
Cabinet wall "B" will have (2) 2' rails, 1-forward and 1-to rear of CPR seat.

Locate: (1) 6' RAIL ABOVE CURBSIDE EDGE OF COT IN CENTER POSITION PER DRAWING.

KG09F000 0 1 GRAB RAIL: 8ft with anti-microbial coating

Install 8 foot main grab rail with anti-microbial coating.

Locate: (1) 8' RAIL ABOVE STREETSIDE EDGE OF COT IN CENTER POSITION PER DRAWING.

KG09I000 0 2 VERTICAL GRAB RAIL INSTALLATION, 2 FT. ANTI-MICROBIAL

Install 2' stainless steel grab rail with anti-microbial coating.

LOCATE: (1) CURBSIDE RISER FOR ENTRY ASSIST THROUGH REAR DOORS,
(1) ON STEPWELL SIDE OF CRASH BARRIER COMPARTMENT - ANGLED WITH STEPS.

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KG09K000	1	1	PATIENT DOOR GRAB RAILS: angled with anti-microbial coating All patient access doors to have heavy duty angled stainless steel grab rails with smooth radius corners and flange mounting and anti-microbial coating.	
KG110000	1	1	FLOOR TRIM Trim floor with cove molding at non rolled areas of floor.	
KG120000	1	1	CABINET TRIM Trim all vertical and horizontal edges.	
KG16B000	1	1	CEILING MATERIAL, PLATINUM WHITE ALUMINUM COMPOSITE The standard module ceiling material shall be platinum white aluminum composite.	
KG17A000	2	2	FIRE EXTINGUISHERS: 5lb ABC Supply five pound fire ABC extinguisher(s). Ship loose, or identify mounting location(s). <i>Locate: SHIP LOOSE</i>	
KSP00001	0	1	SPECIAL INSTRUCTION, INTERIOR ACCESSORIES & TRIM <i>Glove storage for (2) glove boxes shall be provided in the header panel above the rear entry doors. Gloves to be accessed via oval cutouts in top hinged padded doors with a positive latch mechanism.</i>	
KSP00002	0	1	SPECIAL INSTRUCTION, INTERIOR ACCESSORIES & TRIM <i>!!! RECESSED GLOVES IN THE LOWER REAR DOOR PANELS</i>	

M LIGHTBARS FRONT AND REAR

MAM148R0 1 1 REAR LIGHTBARS FOR 96" BODIES

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0	1	TRAFFIC ADVISOR, WHELEN TAL85, EIGHT LED WITH CONTROL HEAD	
mbm16000		A Whelen TAL85, eight LED, 46.82" traffic advisor will be installed on the rear face of the ambulance body. The control head shall be installed in the front console. CONTROLLED THROUGH THE I4G CONTROL PANEL ICC ON TOP TO ACT AS 3RD BRAKE LIGHT	
0	1	LIGHT BAR MOUNT: rear face of body	
mbm20c00		Mount selected light bar to rear face of module body. Vertical surface mount bars, are mounted flush to face. Traditional light bars mount to Cast product brackets on the face of the module body. Model: selected above	

MM ELECTRICAL EMERGENCY VISUAL WARNING SYSTEMS

MM030000	1	1 WHELEN M SERIES LIGHTING OPTIONS:	
0	1	M7 SERIES LED, AMBER	
mm07a000		Whelen M7 series L.E.D. lights shall be installed in the designated locations. Location: CENTERED ABOVE REAR ENTRY DOORS Lens color: CLEAR	
0	1	M7 SERIES LED, BLUE	
mm07b000		Whelen M7 series L.E.D. lights shall be installed in the designated locations. Location: REAR OF MODULE JUST ABOVE REAR RISER DRIVERS SIDE. Lens color: CLEAR	
0	3	M7 SERIES LED, RED	
mm07r000		Whelen M7 series L.E.D. lights shall be installed in the designated locations. Location: (2) ON FRONT FENDERS, (1) REAR OF MODULE ABOVE REAR RISER PASSENGER SIDE. Lens color: CLEAR LH37M705-1 AND LH37M706-1 HOUSINGS FOR THE FRONT FENDERS	
0	2	M7 SERIES LED, RED/WHITE SIDE TO SIDE SPLIT	
mm07rw00		Whelen M7 series L.E.D. lights shall be installed in the designated locations. Location: ABOVE REAR FENDERETTES, RED FORWARD.	

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mm09b000	0	4	M9 SERIES LED, BLUE Whelen M9 series L.E.D. lights shall be installed in the designated locations. Location: (3) FRONT OF MODULE PASSENGER SIDE, (1) REAR OF MODULE, UPPER CORNER DRIVERS SIDE Lens color: CLEAR	
mm09r000	0	6	M9 SERIES LED, RED Whelen M9 series L.E.D. lights shall be installed in the designated locations. Location: (3) FRONT OF MODULE DRIVER SIDE, (1) REAR OF MODULE, UPPER CORNER PASSENGER SIDE AND (1) REAR OF MODULE MID HEIGHT DRIVERS SIDE. (1) REAR OF MODULE MID HEIGHT PASSENGER SIDE. Lens color: CLEAR	
MM10M000	0	3	L.E.D. WARNING: patient entry door, DUAL color (EACH) Install custom made L.E.D. light strips on the interior patient entry door panels. The lights are to have 3" sections of alternating light colors as noted below. The light strips shall have a integral lens strip for maximum light disbursement. Installation will be flush with the inner door panel. The light strip shall flash when the door is open, and the red flashing light circuit is activated. RED/AMBER Location: UPPER PORTION OF ENTRY DOORS	
MM7A0000	0	1	M Series control wire The selected M Series lighting is to feature pattern programmability from the control panel. Include pattern and sync wires in the harness. PROGRAM ALL M-SERIES LIGHTING, UNLESS OTHERWISE NOTED, FOR ACTION SCAN PATTERNS WITH ABILITY TO SET THE INTERNAL FLASH PATTERNS AT THE CONTROL PANEL.	
MM800000	0	1	WHITE LIGHT CUTOFF SWITCH A switch shall be installed in the front control panel that will deactivate all forward facing white flashing lights. This include wig-wag flashers if ordered.	
MMSP0010	0	1	SPECIAL INSTRUCTION, VISUAL EMERGENCY WARNING SYSTEMS !!! PROVIDE AND INSTALL A TOMAR #RECT37S-C 3"X 7" STROBE HEAD WITH A CHROME BEZEL ON THE FRONT FACE OF THE MODULE PER DRAWING. !!! WIRE TO A TOMAR #3065-R-OML PRE-EMPTION POWER SUPPLY LOCATED IN THE STREETSIDE ELECTRICAL COMPARTMENT. !!! WIRE THROUGH THE NEUTRAL SAFETY SWITCH TO CANCEL IN "PARK". !!! WIRE TO A SEPARATE ON/OFF SWITCH LABELED "OPTICOM" IN FRONT CONTROL PANEL.	

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MMSP0020	0	1	SPECIAL INSTRUCTION, VISUAL EMERGENCY WARNING SYSTEMS !!! PROVIDE AND INSTALL A DOMINATOR PLUS 30.36" LIGHTBAR WITH (8) LINZ6 LIGHTHEADS AS DESCRIBED BELOW. Locate: TOP OF BUMPER LIGHTS PER DRAWING. Layout: R/R/R/R/B/B/B/B. BLUE DRIVERS SIDE	
MMSP0030	0	1	SPECIAL INSTRUCTION, VISUAL EMERGENCY WARNING SYSTEMS !!! SUPPLY AND INSTALL (4) WHELEN M9V2R SUPER LED LIGHTS - RED OVER WHITE - WITH CLEAR OUTER LENS OVER WARNING LIGHT PORTION LOCATE: (2) STREETSIDE - (2) UPPER OUTBOARD CORNERS AND (2) CURBSIDE - (2) UPPER OUTBOARD CORNERS !!! FLASH LIGHTS ALTERNATELY. FLASH CENTER LIGHTS WITH "ACTION FLASH 150" PATTERN.	
MMSP0040	0	1	SPECIAL INSTRUCTION, VISUAL EMERGENCY WARNING SYSTEMS Provide and install Whelen #M9RCZ Red L.E.D. combination warning/scene lights in the quantity and locations described below. Quantity: (2) Locate: MID BODY ONE PER SIDE	
MMSP0050	0	1	SPECIAL INSTRUCTION, VISUAL EMERGENCY WARNING SYSTEMS PROVIDE AND INSTALL (2) WHELEN ION WIDE-ANGLE GRILLE LIGHTS WITH CHROME HOUSINGS AS DESCRIBED BELOW, Locate: (1) RED IN UPPER GRILLE DRIVERS SIDE AND (1) BLUE UPPER GRILLE PASSENGER SIDE.	

MN AUDIBLE EMERGENCY WARNING SYSTEMS

MN09F500	0	1	AIR HORNS: under bumper FORD F-SERIES Install (2) Buell #1061 10" trumpets under the front bumper recessed into the air dam valance. System to include a #16122 compressor and remote air tank. The air horns can only be activated when the vehicle is in gear. Configure: INSTALL (1) 10" DRIVERS AND (1) 12" PASSENGER TRUMPET BELOW BUMPER PER QVM REQUIREMENTS. INCLUDE A VELVAC #035105 RESERVOIR TANK LOCATE COMPRESSOR IN ELECTRICAL COMPARTMENT. Activate: VIA (2) CHROME SWITCHES IN FRONT CONSOLE.	
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MN35D100	0	1	SIREN: CARSON SA-441 MAGFORCE Specified siren to be: Carson SA-441 MagForce	
MN35EF20	0	1	SIREN, FEDERAL EQ2B Specified siren to be: Federal EQ2B 200 watt electronic with digital output control. AMP BEHIND DRIVERS SEAT	
MN40A000	1	2	SIREN INSTALL: The siren listed above shall be supplied and mounted as defined.	
MN45DH00	1	1	SIREN SPEAKERS: C.P. SAD3806 & SAP3806 RECESSED IN BUMPER Cast Products #SAD3806 & SAP3806 siren speakers shall be recess mounted into the ends of the chassis bumper. For use with current model F-Series chassis.	
MN45Z000	0	1	OPTIONAL SPEAKERS: The following selected speakers shall be used. !!! INSTALL A CAST PRODUCTS SA6118-17FSD-6B DUAL UNDER BUMPER SPEAKER. LOCATE IN THE CENTER VALANCE AREA BELOW THE BUMPER. WIRE TO THE EQ2B SPEAKER	
MN50A000	1	1	SPEAKER INSTALL: bumper Speaker Selections (Bumper Installed)	
0			LIGHTS	

OL09M000 0 1 **KKK SIDE BODY MARKER LIGHTS, M6 SERIES L.E.D. (PAIR)**
Install red Whelen L.E.D. M6 series turn/marker lights on each rear side of the module body. Lights provide module body night time side lighting visibility and turning signal indication.
ON COMPARTMENT DOOR PER PRINTS

WINNETKA FIRE DEPARTMENT
 428 GREEN BAY ROAD
 WINNETKA, IL 60093
 DENNIS LEGAN



Selected Feature List 12124

Year: 2019
Chassis: Ford Type I, 189" WB, 108"
Model: 623

Option	Std	Qty	Header/Description/Data	Proposal Total
OL34L000	1	1	LED EXTERIOR COMPARTMENT LIGHTING All exterior compartments will be lighted with LED strip lighting. A vertical strip will be installed inside both sides of each compartment. The lights shall be directed toward the back of the compartment. <i>Note: This does not include wheelwell compartments.</i>	
OL350000	0	1	ICC MARKER LIGHTS LED ICC marker lights shall be installed. WHELEN OS	
OL35A000	0	1	ICC MARKER LIGHT, ADDITIONAL Additional ICC marker lights shall be installed in the designated locations. <i>Locate: (1) FLUSH MOUNT RED LIGHT ON OUTSIDE OF SIDE ENTRY DOOR PER PRINTS. TO FLASH WHEN DOOR IS OPEN WITH IGNITION.</i> <i>EXACT MODEL IS TBD</i>	
OM25FB00	0	2	LOADING LIGHT, WHELEN M7 SERIES, LED Install Whelen M7 Series LED loading light with chrome flange.	
OM26B000	0	2	WHELEN PFP1 SINGLE PANEL PIONEER PLUS SUPER LED FLOODLIGHT Install a Whelen PFP1 super LED floodlight as noted below. Install using a PBA103 semi-recess housing. <i>QUANTITY: (2)</i> <i>LOCATE: FRONT OF MOD IN ANGLED BOXES. ANGLE AT 45 DEGREE ANGLE</i>	
OM30D000	0	1	TAIL LIGHTS, M6 SERIES Whelen M6 series brake/tail, amber arrow turn and backup lights to be installed in the selected location. <i>Locate: REAR RISER, DELETE TURN ARROWS</i>	
OM30EM00	0	1	ARROW LIGHT, M9 SERIES L.E.D. One pair of Whelen L.E.D. M9 series 'Arrow' turn signals, with flange shall be installed on the rear of the vehicle. <i>Locate: ABOVE REAR RISER PER PRINTS</i>	

P. J. Foster

Monday, March 25, 2019

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Year: 2019
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Option	Std	Qty	Header/Description/Data	Proposal Total
OSP00001	0	1	SPECIAL INSTRUCTION, ELECTRICAL !!! SUPPLY AND INSTALL TECNIQ E-10 SERIES GROUND LIGHTS ON THE ANGLED BRACKETS THAT COME WITH THE LIGHTS. Locate: (1) AT EACH BODY CORNER PER PRINTS. !!! PROGRAM ALL LIGHTS TO ACTIVATE WITH HEADLIGHT ACTIVATION WHEN VEHICLE IS PLACED IN PARK.	
OSP00002	0	1	SPECIAL INSTRUCTION, ELECTRICAL !!! SUPPLY AND INSTALL (6) WHELEN LED STRIP LITE PLUS DUO LIGHT IN THE C-CHANNEL RUB RAILS, (3) PER EACH SIDE. Configure: [RED/WHITE] [RED/WHITE] [RED/WHITE]#PSD01FCR Lens Color: CLEAR FLASH IN EMERGENCY AND WHITE STEADY BURN WITH SWITCH IN FRONT CONSOLE.	
P ELECTRICAL POWER GROUP				
PAL00006	1	1	INTELLIPLX I4G: Install the Intelliplex i4G electrical system. System is to include a USB port installed under the dash for ease of programming.	
PAL00010	0	1	COOL TECH II Install wiring and Eco Smart fan control module for use with Cool Tech II unit. Solar panel wiring is to be included.	
PAL00A00	0	1	MODULE DISCONNECT DEFAULT The module disconnect circuit shall default to the "on" position when the battery switch is activated.	
PAL00T20	0	1	Three switch panel, i4g Install an i4G 3-switch panel as noted below. Location: squad bench wall Switch Functions: DOMES, PRIVACY GLASS, VENT	

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PAL01C00	0	1	INPOWER ELECTRONIC BATTERY SWITCH Install an Inpower electronic battery switch. Switch is to activate battery power through the vehicle ignition and is to include an automatic shutdown timer to deactivate battery power after the ignition is turned off. Shut down timer interval: 5 minutes !!! OPTION PL11E000 IS NOT APPLICABLE IN CONJUNCTION WITH THIS OPTION.	
PAL04D00	1	1	CHARGER/POWER SUPPLY: 45 AMP Install a 45 amp battery conditioner in the designated electrical equipment area. Conditioner to be wired to the batteries through the standard shoreline inlet.	
PAL30A00	2	7	110V INTERIOR OUTLET Two 110V interior outlets are provided as standard on all models. The standard locations are in the inhalation area and the wall over the squad bench. List the standard outlet locations and any deviation from the standard, plus any additional outlet locations below: Locate: Inhalation area Locate: TELEMETRY AREA LOCATE: FORWARD UPPER CABINET LOCATE: UPPER PORTION OF LINEN CLOSET LOCATE: ABOVE CRASH BARRIER LOCATE: INSIDE CRASH BARRIER ABOVE LOWER SHELF LOCATE: INSIDE CRASH BARRIER ABOVE UPPER SHELF	
PAL31C00	3	5	INTERIOR 12VDC OUTLETS: cigarette lighter type 12 volt outlets to use cigarette lighter style connectors. Locate: Inhalation area Locate: UPPER PORTION OF LINEN CLOSET LOCATE: ABOVE CRASH BARRIER LOCATE: INSIDE CRASH BARRIER ABOVE LOWER SHELF LOCATE: INSIDE CRASH BARRIER ABOVE UPPER SHELF Configure: BATTERY HOT, COMBO USB PORTS	
PAL38E00	0	1	SHORELINE, KUSSMAUL SUPER AUTO EJECT, 20 AMP NON ARCING Install a 20 amp Kussmaul non-arcing auto ejection shoreline receptacle. Locate: Street side of module body - RED COVER	

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Option	Std	Qty	Header/Description/Data	Proposal Total
PAL38Q00	0	1	EZ PLATE Install the shoreline using a Kussmaul EZ Plate.	
PAL40000	1	1	EXTRA 12VDC CIRCUIT BREAKER: An extra circuit breaker shall be installed.	
PL10A000	1	1	SWITCH PANEL MOUNT: Switch panel to be flush mounted in upper face of console.	
PL11A000	0	1	LIGHT PROGRAMMING: side rear scene The side rear scene lights shall be wired to transmission reverse, plus standard mode of operation.	
PL11B000	0	1	LIGHT PROGRAMMING: right side scene The right side scene lights shall come "on" when the side patient door is opened.	
PL11C000	0	1	LIGHT PROGRAMMING: load light The rear load lights shall be wired to transmission reverse, plus the standard mode of operation.	
PL11F000	1	1	PROGRAMMING: AUDIBLE LOW VOLTAGE ALARM Program an audible alarm to activate if the voltage drops below 11.8 volts for 120 seconds.	
PL11G000	1	1	LIGHT PROGRAMMING: park brake A warning shall display on the front console readout, advising to set the Parking Brake, should the modular disconnect switch be "ON" and the transmission placed in "PARK" or "NEUTRAL". It will also advise to Disengage the Parking Brake should the vehicle be placed into gear. Configure: wire alarm to activate with red flasher circuit	
PL19A000	1	1	REPORT LIGHT Install a 12" Tecniq LED bar style report light.	

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Option	Std	Qty	Header/Description/Data	Proposal Total
PL20E000	0	1	CLOCK, INTELLITEC LED Install an Intellitec Time Manager clock. Locate: HEADPAD ABOVE REAR ENTRY DOORS	
PL24T000	0	1	LAMP TIMER: programmable Install an electronic momentary touch timer switch where specified. The switch will enable time limited operation of the below listed lights, with the battery switch in the off position. Locate: STEPWELL SIDE OF CRASH BARRIER, SQUAD BENCH WALL Light(s) Controlled: DOMES SET ELAPSED TIME FOR 15 MINUTES	
PL27CA00	0	10	PATIENT CEILING DOME LIGHTS: WHELEN LED Install Whelen 80C0EHCR LED dome lights in the patient area ceiling per the locations listed below. The lights will have a high/low feature with the switch in the rear control panel. (A minimum of seven lights are required for lighting compliance) Locate: (5) OVER COT, (5) OVER BENCH	
PL29A000	0	1	SPOT LIGHT: hand held Install an Optronics 400,000 CP hand held spotlight with momentary switch in the location noted below. Locate: On bulkhead behind driver seat.	
PL29P000	0	2	PREWIRE FOR FUTURE STREAMLIGHT INSTALLATION Prewire shall be provided as noted below for future installation of Streamlight charger bases. Quantity: 2 Locate: STREETSIDE COMPARTMENT JUST BELOW NOTCH AND (1) FOR KNOX IN FRONT CONSOLE BATTERY HOT	
PM110000	0	1	LIGHT PROGRAMMING: brake light Lower red flashing lights to operate as brake lights when not in the warning mode. Configure: BRAKE to override FLASHERS feature. Note: feature to activate regardless of module disconnect status	

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Option	Std	Qty	Header/Description/Data	Proposal Total
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PSP00001	0	1	SPECIAL INSTRUCTION, ELECTRICAL POWER, PROGRAMMING	
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STEPWELL LIGHT:

Locate: LH SIDE OF STEPWELL - BELOW CRASH BARRIER

Note: LIGHT TO BE A TECNIQ #E06-WS00-1 4" ROUND LED LIGHT WITH
STAINLESS STEEL TRIM RING ILOS.

Q	HEATING, AIR CONDITIONING AND INTERIOR ENVIRONMENT			
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QH280000	0	1	BRUSHLESS MOTOR	
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The vehicle heat/ac unit selected below is to include a brushless motor ILOS.

QH29F450	0	1	COOL TECH I CONDENSER	
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Install a ProAir Pre-charged 12V heat/AC system below the attendant seat. Unit is to include a replaceable filter at the air intake point.

Install a Cool Tech I 4-fan 100,000 BTU condenser in the recessed pocket on the roof of the body.

Note: Requires option # CB120000 & PAL00010

QH29F500	1	1	RECEIVER/DRYER KIT, ALL FORD F-SERIES CHASSIS	
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Receiver/dryer kit #80-001-949 w/pressure switch shall be installed in the air conditioning system.

QL43P000	0	1	NFPA COMPLIANT VENTING-CAST PAINTED	
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Install an NFPA style venting system to include a 400cfm exhaust vent along with a static vent. Install 9.5" square cast covers on both vents per drawings. Covers to be painted body color.

PAINTED ALUMINUM NO LOGO

R	CAB CONSOLE AND COMMUNICATIONS			
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Option	Std	Qty	Header/Description/Data	Proposal Total
RJ01A000	1	1	ANTENNA COAX 1: An RG 58U coax shall be installed so that the ambulance conversion need not be disassembled. Exterior Termination: MODULE ROOF Interior Termination: FRONT CONSOLE	
RJ01B000	0	1	ANTENNA COAX 2: Install additional antenna coax and accesses. Exterior Termination: MODULE ROOF Interior Termination: FRONT CONSOLE	
RJ01C000	0	1	ANTENNA COAX 3: Install additional antenna coax and accesses. Exterior Termination: MODULE ROOF Interior Termination: FRONT CONSOLE	
RJ01D000	0	1	ANTENNA COAX 4: Install additional antenna coax and accesses. Exterior Termination: MODULE ROOF Interior Termination: INHAHALTION PANEL	
RJ01E000	0	1	ANTENNA COAX 5: Install additional antenna coax and accesses. Exterior Termination: MODULE ROOF Interior Termination: INHALATION PANEL	
RJ03MM00	0	5	ANTENNA: K-94 mount. Supply and install K-94 antenna base as designated. This option is less the antenna coax. An antenna coax option must be selected to be installed. Coax Number(s): ALL LOCATIONS 3/8" NMO MOUNTS	
RJ040000	1	1	RADIO CABLE PULL WIRE A standard pull wire for radio installation shall be installed from behind the driver's seat to behind the inhalation panel. THROUGH A CONTINUOUS 2" CONDUIT.	

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RJ050000	0	1	RADIO HEAD PANEL: blank Blank removable panels shall be installed for future installation of radio heads. Locate: REAR INHALATION	
RJ05B000	1	1	FRONT CONSOLE: A console shall be fabricated to coordinate with the interior cab color. Room shall be provided on the face of the console for installation of radio and siren controls.	
RJ05C000	0	1	CONSOLE EXTENSION: A box for mounting radio heads and storage maps, books, or binders will be attached to the standard engine cover console. Standard box includes (3) 2.5 storage sections, and 8.5 faceplate for radio mounting.	
RJ05CP00	0	1	CUP HOLDERS Install two (2) cup holders recessed into the console per drawing. Size: Dual size	
RJ08A000	0	2	RADIO POWER/GROUND: Install three 6 gauge cables to positive and ground studs for radio power. Wire one constant hot, one ignition hot and one ground. Locate: (1) SET INSIDE FRONT CONSOLE. (1) SET BEHIND INHALATION PANEL. Configure: BATTERY HOT, IGNITION SWITCHED AND GROUND.	
T OXYGEN AND SUCTION				

TN002000	1	1	OXYGEN BOTTLE MOUNT, VERTICAL TRACK FOR QRM-V Vertical track for mounting of a QRM-V O2 bottle mount shall be welded on the back wall of the compartment in the right hand corner. The O2 bottle mount is adjustable for "M" or "H" size tanks.	
TN01MW00	1	1	OXYGEN BOTTLE, CYLINDER BRACKET: Zico Zico QRM-V oxygen bracket shall be installed. Locate: standard location Tank Size: "H"	

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Option	Std	Qty	Header/Description/Data	Proposal Total
TN020000	0	1	OXYGEN ACCESS: A clear Plexiglas door shall be provided in the patient area wall for access to the oxygen cylinder valve. The door shall be hinged so that it swings into the oxygen cylinder storage compartment. The opening shall be trimmed with anodized aluminum edging, O.D. dimension of the access is 7" wide x 11" high. OPEN INTO PATIENT AREA WITH SOUTHC FLUSH PULL RING LATCH	
TN030000	2	2	OXYGEN OUTLETS, STANDARD Two oxygen outlets to be provided as standard and located in the inhalation panel unless relocated per option TN03RL00.	
TN03A000	0	1	OXYGEN OUTLET: additional Install additional oxygen outlet(s). Locate: SQUAD BENCH WALL ABOVE CRASH BARRIER	
TN03RL00	0	1	OXYGEN OUTLET: relocate Relocate (1) of the standard action area oxygen outlets to the new location listed below. Locate: CEILING PER PRINTS	
TN04A000	1	1	ADAPTER TYPE: Ohio Diamond II Oxygen outlets to be Ohio Diamond II.	
TN060000	1	1	OXYGEN WRENCH: Install oxygen wrench in oxygen compartment. Mount secure so not left hanging. Mount with length of chain or cable so not removable. RH COMPARTMENT WALL	
TN08B100	0	2	D BOTTLE MOUNT: QR-D-2 SINGLE, STRAPLESS Install a Zico QR-D-2 Quic-release strapless d-cylinder oxygen bracket. Locate: RECESSED AREA OF FRONT WALL	
TN100000	1	1	VACUUM OUTLET: Inhalation wall A single vacuum panel shall be installed in the inhalation area. The outlet shall be of the same style as the oxygen system and hooked to the onboard vacuum pump. RELOCATE TO SUCTION DRAWER	

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TN11B000	1	1	ASPIRATOR: SSCOR Install an SSCOR aspirator. The system shall include a #22000 wall mounted regulator, and a #23002 canister holder. Plumb to the pump selected. RELOCATE TO SUCTION DRAWER	
TN12C000	0	1	VACUUM PUMP: Install a CFP #107CDC20 12vdc electric suction pump. ELECTRICAL COMPARTMENT	
U LETTERING				
UP08D000	0	1	STAR OF LIFE 36: (each) Install 36" star of life. Locate: MODULE ROOF	
Z04	0	1	Fuel, Tags, Etc. Allowance for fuel, tags and administrative.	
Z06	0	1	STATE CONTRACT: This vehicle is subject to state contract pricing. SPC MEMBER PRICING	
Z12	0	1	Factory Pickup and Transportation Allowance for vehicle pickup, transportation and drivers fee.	

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Z15	0	1	NOTES: Note. DEALER ITEMS: INSTALL CUSTOMER SUPPLIED STRYKER POWER LOAD SYSTEM PURCHASE AND INSTALL HAVIS ARM RESTS PURCHASE AND INSTALL (1) LED FIRE VUCLAN INSTALL (3) CUSTOMER SUPPLIED RADIOS-ALL (3) IN FRONT CONSOLE INSTALL (1) CUSTOMER SUPPLIED RADIO IN THE INHALATION PANEL INSTALL (1) FRONT MONITOR BRACKET INSTALL (1) CARDIAC MONITOR BRACKET IN REAR INSTALL CUSTOMER SUPPLIED SCBA BRACKETS INSTALL (2) CUSTOMER SUPPLIED PORTABLE RADIOS INSPECTION TRIP FOR (2) DEPARTMENT PERSONEL	

Total Configured Cost \$246,584.00

Authorized Department Signature(s): _____

WINNETKA

1902-111

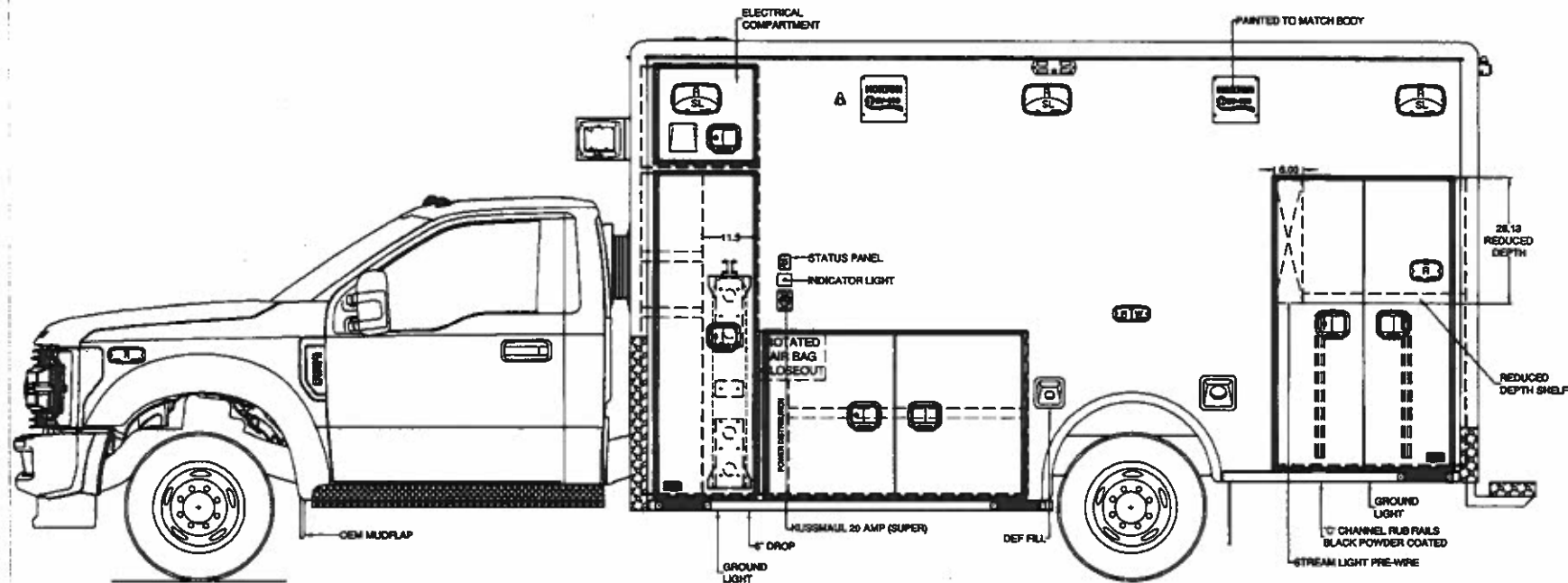
Horton

REV.

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2/26/19

623 PASS THROUGH FORD CHASSIS



COMP.	INSIDE WIDTH	INSIDE HEIGHT	INSIDE DEPTH	CLEAR OPENING WIDTH	CLEAR OPENING HEIGHT
SS FWD	24.25	68.13	20.36	18.74	65.16
SS INT	55.50	33.50	20.36	51.80	32.37
SS REAR	39.83	59.50	20.36	35.09	58.37

NOTE: DRAWINGS ARE FOR GRAPHICAL REPRESENTATION ONLY
DIMENSIONS ARE APPROXIMATE & MAY VARY DURING CONSTRUCTION

PROPOSAL DRAWING

WINNETKA

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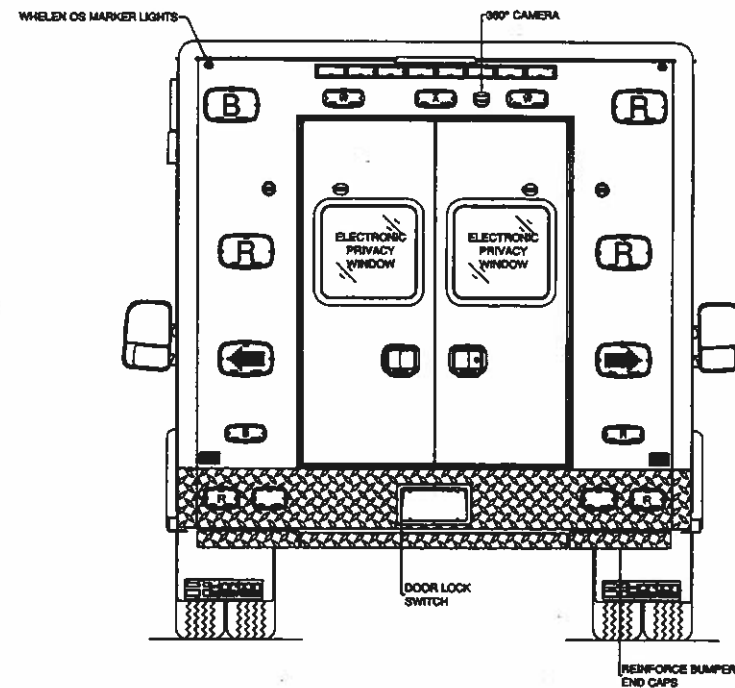
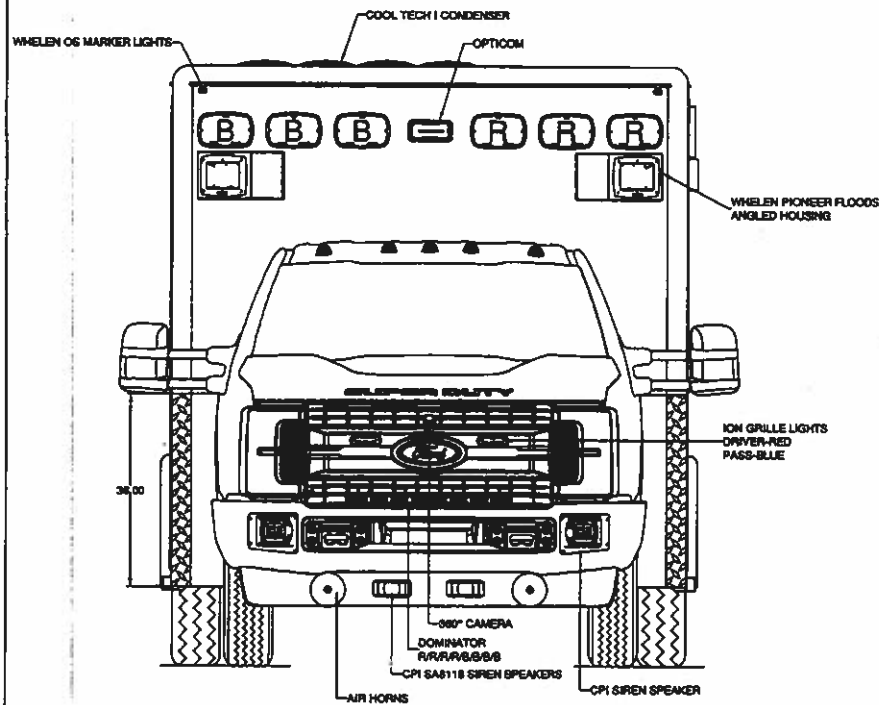


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623 PASS THROUGH FORD CHASSIS



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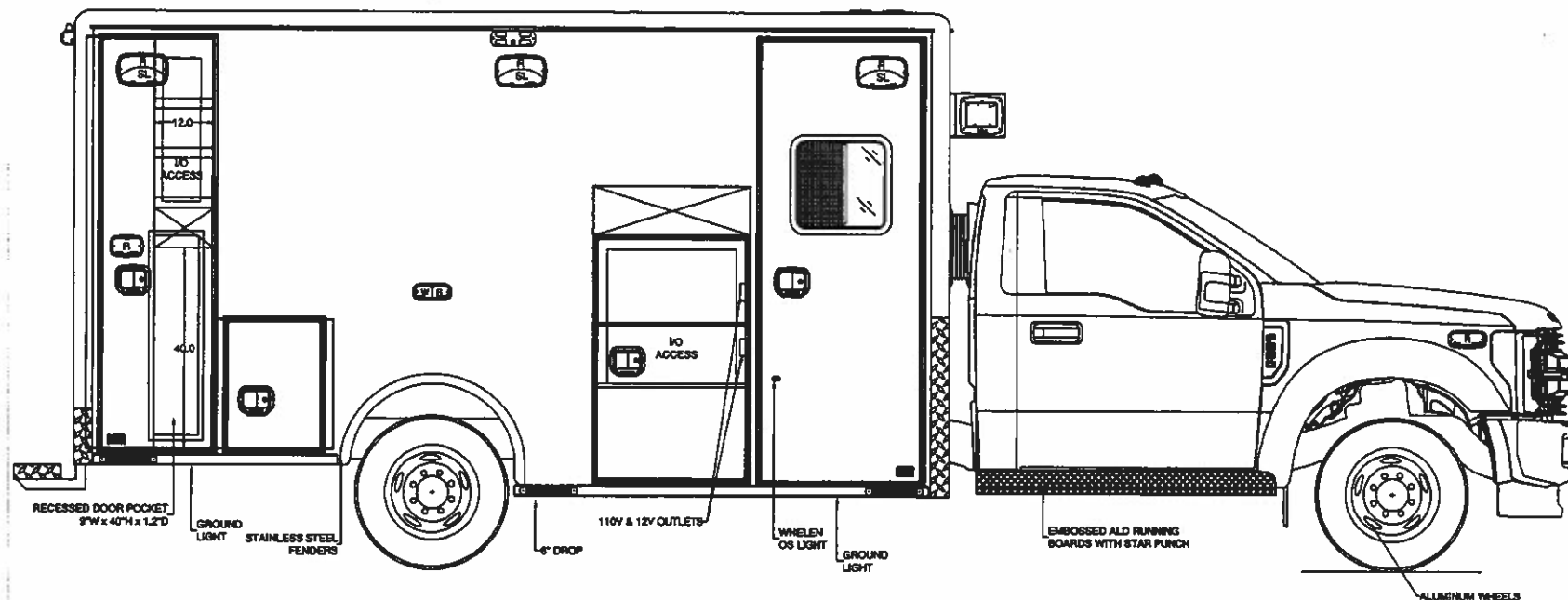


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623 PASS THROUGH FORD CHASSIS



COMPT	INSIDE WIDTH	INSIDE HEIGHT	INSIDE DEPTH	CLEAR OPENING WIDTH	CLEAR OPENING HEIGHT
CS REAR	25.70	82.13	20.36	21.09	81.16
CS INT.	23.48	25.66	20.36	17.71	24.67

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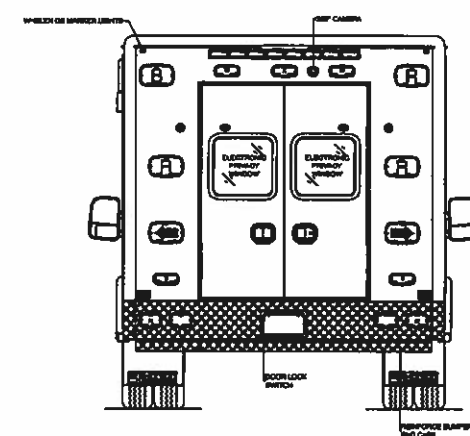
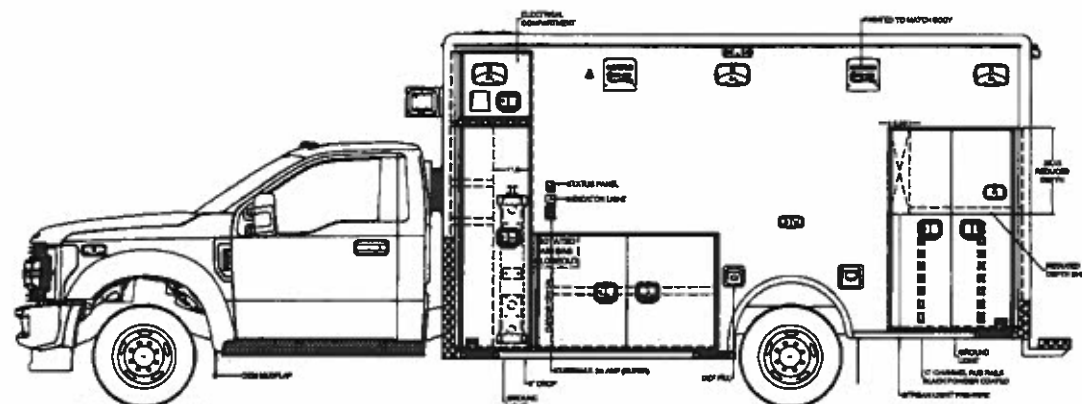
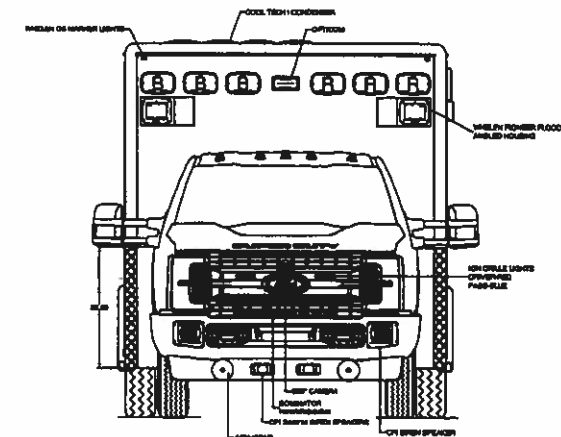
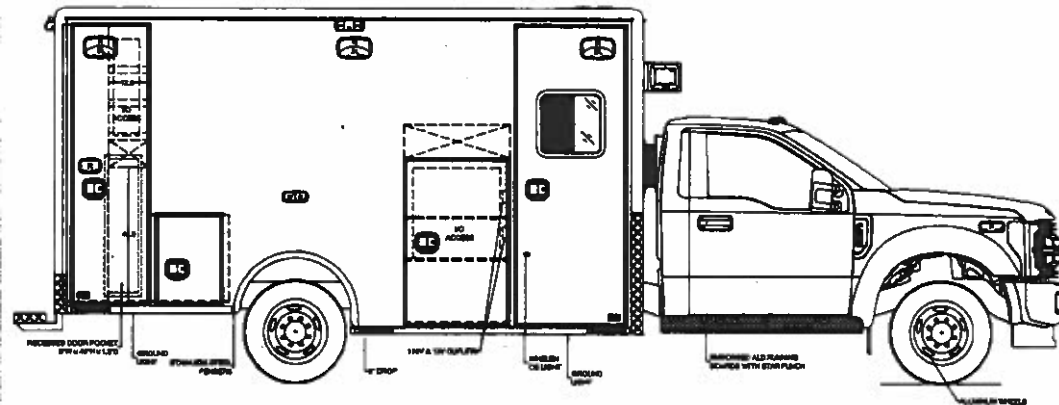
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ALL COMPARTMENTS TO HAVE D/A FINISHED SWEEP OUT FLOORS
ALL LIGHT BEZELS ARE TO BE BLACK

623 PASS THROUGH FORD CHASSIS



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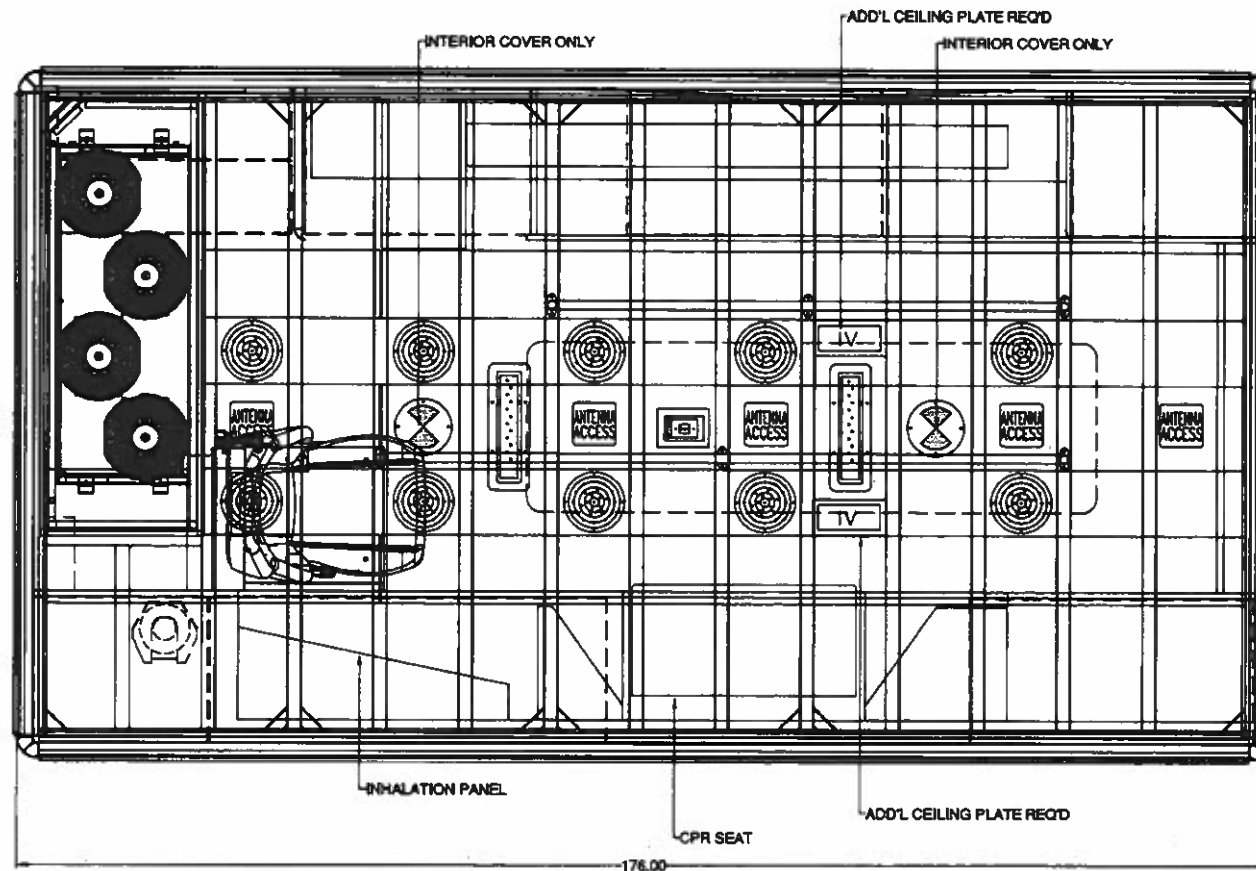


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623 PASS THROUGH
FORD CHASSIS



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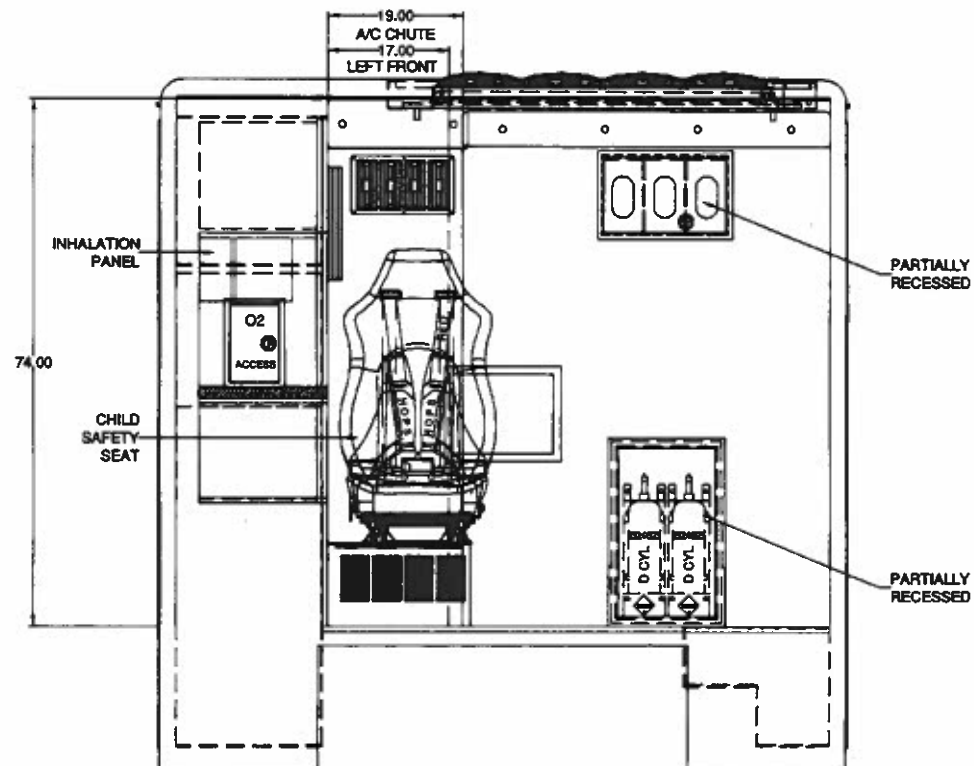


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623 PASS THROUGH
FORD CHASSIS



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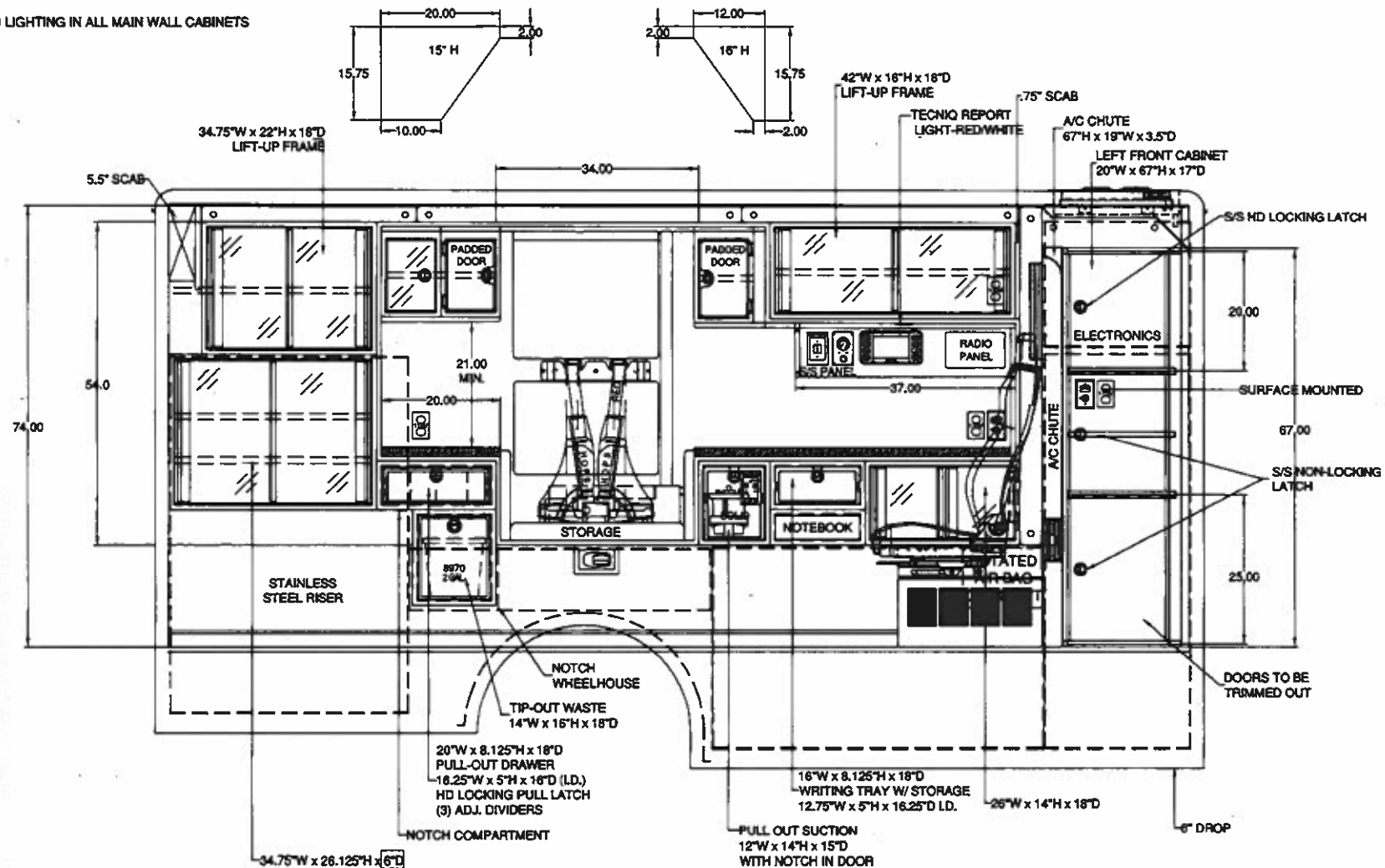
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623 PASS THROUGH FORD CHASSIS

LED LIGHTING IN ALL MAIN WALL CABINETS



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PROPOSAL DRAWING

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WINNETKA

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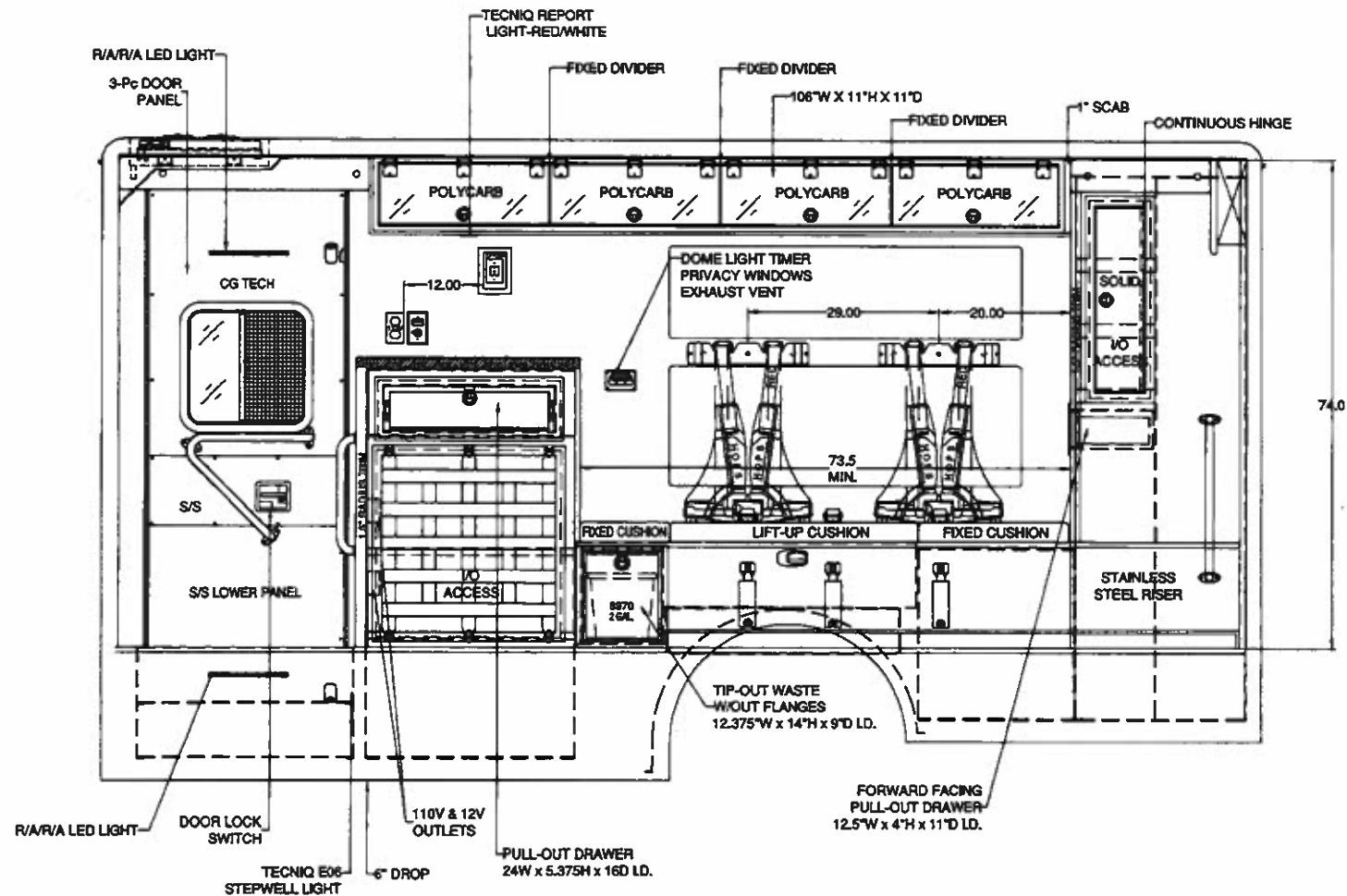
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623 PASS THROUGH FORD CHASSIS



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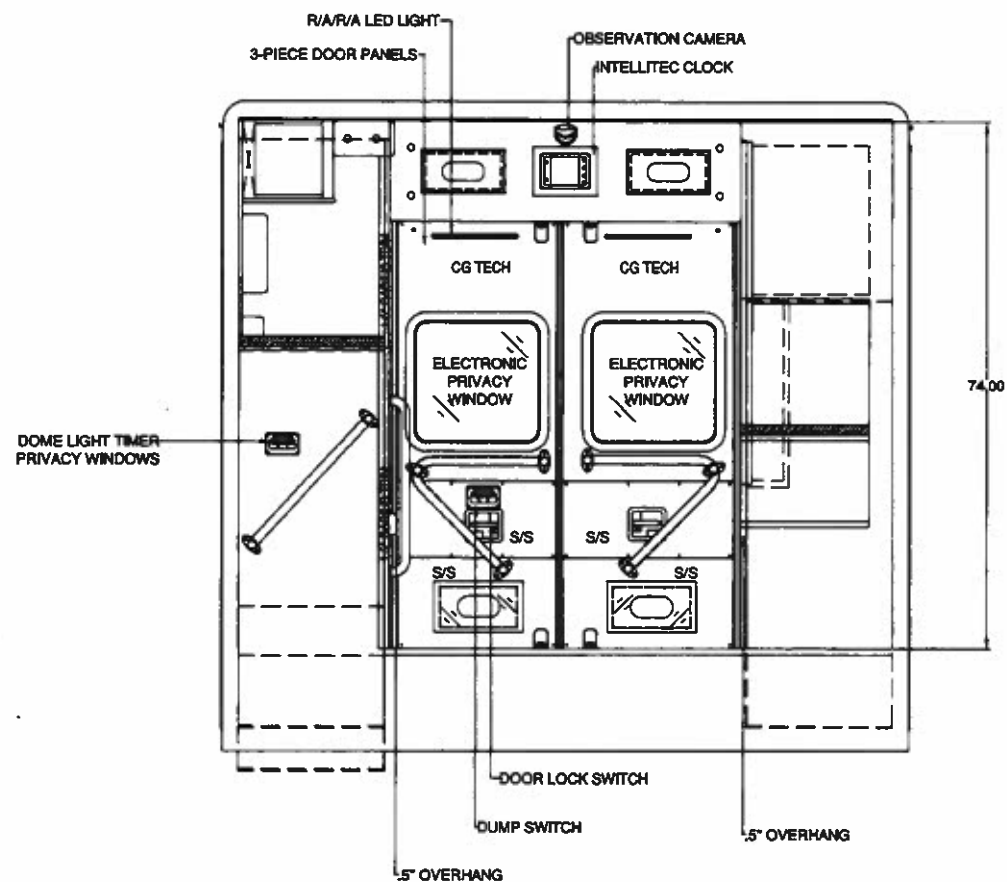
Horton

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623 PASS THROUGH
FORD CHASSIS



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PROPOSAL DRAWING



Winnetka cot and powerload

Quote Number: 10003577

Version: 1

Prepared For: WINNETKA FIRE DEPT

Quote Date: 03/05/2019

Expiration Date: 06/03/2019

Remit to: P.O. Box 93308

Chicago, IL 60673-3308

Rep: Steven Schmidt

Email: steven.schmidt@stryker.com

Phone Number:

Delivery Address

Name: WINNETKA FIRE DEPT

Account #: 1065477

Address: 428 GREEN BAY RD

WINNETKA

Illinois 60093

Ship To Account

Name: WINNETKA FIRE DEPT

Account #: 1065477

Address: 428 GREEN BAY RD

WINNETKA

Illinois 60093

Bill To Account

Name: WINNETKA FIRE DEPT

Account #: 1065477

Address: 428 GREEN BAY RD

WINNETKA

Illinois 60093

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	\$21,808.71	\$21,808.71
2.0	6506000000	Power-PRO XT	1	\$13,968.00	\$13,968.00
2.1	6085033000	PR Cot Retaining Post		\$0.00	\$0.00
2.2	7777881669	3 Yr X-Frame Powertrain Wrnty		\$0.00	\$0.00
2.3	7777881670	2 Yr Bumper to Bumper Warranty		\$0.00	\$0.00
2.4	6506026000	Power Pro Standard Components		\$0.00	\$0.00
2.5	6500001430	X-RESTRAINT PACKAGE		\$0.00	\$0.00
2.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)		\$0.00	\$0.00
2.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT		\$0.00	\$0.00
2.8	6086602010	Dual Wheel Lock		\$0.00	\$0.00
2.9	6500082000	Knee-Gatch/Trendelenburg		\$701.60	\$701.60
2.10	6506038000	Steer Lock Option		\$673.60	\$673.60
2.11	6060036017	SAFETY HOOK, SHORT		\$0.00	\$0.00
2.12	6506127000	Power-LOAD Compatible Option		\$1,488.80	\$1,488.80
2.13	6500027000	1 Charger,2 SMRT Batteries12V DC Cable		\$0.00	\$0.00
2.14	6085046000	Retractable Head Section O2		\$161.60	\$161.60
2.15	0054200994	No Runner/HE O2		\$0.00	\$0.00
2.16	6500315000	3 Stage IV Pole PR Option		\$303.20	\$303.20
2.17	6506012003	STANDARD FOWLER		\$0.00	\$0.00
2.18	6500130000	Pocketed Back Rest Pouch		\$228.00	\$228.00
2.19	6500128000	Head End Storage Flat		\$122.40	\$122.40
2.20	6500034000	SMRT Charger Mounting Bracket		\$32.00	\$32.00
2.21	6500147000	Equipment Hook		\$46.40	\$46.40



Winnetka cot and powerload

Quote Number: 10003577

Version: 1

Prepared For: WINNETKA FIRE DEPT

Quote Date: 03/05/2019

Expiration Date: 06/03/2019

Remit to: P.O. Box 93308

Chicago, IL 60673-3308

Rep: Steven Schmidt

Email: steven.schmidt@stryker.com

Phone Number:

#	Product	Description	Qty	Sell Price	Total
2.22	6506034000	G-Rated Mattress		\$0.00	\$0.00
2.23	6506031000	Siderail Option		\$0.00	\$0.00
Equipment Total:					\$39,534.31

ProCare Products:

#	Product	Description	Qty	Sell Price	Total
3.1	76011CT	for MTS POWER LOAD	1	\$6,111.00	\$6,111.00
3.2	71061CT	for Power-PRO XT	1	\$4,007.50	\$4,007.50
ProCare Total:					\$10,118.50

Price Totals:

Grand Total: \$49,652.81

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

 AUTHORIZED CUSTOMER SIGNATURE



Agenda Item Executive Summary

Title: Resolution No. R-40-2019: Purchase of Police Patrol Vehicle (Adoption)

Presenter: Marc Hornstein, Chief of Police

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☒ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

The Police Department is equipped with a fleet of vehicles manufactured by both Chrysler / Dodge and Ford Motor Companies. The vehicles purchased for patrol use are typically designed with special police package options to increase their suitability and reliability. The typical lifespan of these vehicles is 85,000 police duty miles.

Executive Summary:

The department maintains a mixed-fleet of marked patrol vehicles rather than just one type of vehicle. A mixed-fleet enables more flexibility and safeguards against manufacturing disruptions and recalls.

For this replacement, the Department is seeking to purchase a 2019 Dodge Charger Police Sedan. The Charger is equipped with all wheel drive capability and other features making it particularly well suited as a police patrol vehicle. The all wheel drive feature improves handling in inclement weather and alleviates the need of seasonally installing special snow tires. The new vehicle will replace a 2014 Dodge Charger Police Sedan.

Once the Village receives the 2019 Dodge Charger Police Sedan, it will be outfitted with appropriate police equipment and communication systems making it ready for patrol service. The build cost estimate is \$7,500.00 and falls within the purchasing authority of the Village Finance Director.

The Dodge Charger Police Sedan is available through the NWMC Suburban Purchasing Cooperative specified to the needs of the department for \$26,525.00. This amount is within the current year's budget.

Recommendation:

Consider approving Resolution No. R-4-2019 for purchase of a 2019 Dodge Charger Police Sedan for \$26,525.00.

Attachments:

- 1) Resolution No. R-40-2019
- 2) Napleton Fleet Group, Northwest Municipal Conference, Suburban Purchasing Cooperative Order Form
- 3) Purchase Request Memorandum

RESOLUTION NO. R-40-2019

**A RESOLUTION APPROVING THE PURCHASE
OF A POLICE PATROL VEHICLE**

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka ("**Village**") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the Village of Winnetka ("**Village**") is a member of the Northwest Municipal Conference ("**NWMC**"), a corporate organization representing municipalities and townships located within the State of Illinois and Counties of Cook, DuPage, Kane, Lake, and McHenry; and

WHEREAS, the Village participates in the NWMC Suburban Purchasing Cooperative ("**SPC**"), which permits local governments to purchase commodities and services according to contracts negotiated by the NWMC, resulting in significant savings for the Village; and

WHEREAS, the Village Police Department ("**Department**") has identified the need to replace an existing vehicle with a 2019 Dodge Charger police vehicle ("**New Vehicle**"); and

WHEREAS, the SPC sought bids for the award of a contract for the purchase of the New Vehicle ("**Purchase Contract**"); and

WHEREAS, the SPC identified Napleton Fleet Group of Westmont, Illinois ("**Napleton**"), as the low responsible bidder for the Purchase Contract with a purchase price of \$26,525.00; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase a New Vehicle from Napleton, in the amount of \$26,525.00, in accordance with the SPC and the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1. RECITALS. The Village Council adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2. APPROVAL OF PURCHASE. The Village Council hereby approves the purchase by the Village of the New Vehicle from Napleton, in the total amount of \$26,525.00, in accordance with the SPC and the Purchase Contract.

SECTION 3. AUTHORIZATION TO PURCHASE. The Village Council authorizes and directs the Village President, the Village Manager, and the Village Clerk to execute and attest, respectively, on behalf of the Village, all documents approved by the Village Attorney and necessary to purchase the New Vehicle from Napleton in an amount not to exceed \$26,525.00.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk



2019 Dodge Charger Pursuit Price List and Order Form

Contract #149
 Napleton Fleet Group
 NWMC Suburban Purchasing Cooperative
www.nwmc-cog.org

Please contact Bob Barr at 630-455-2911 or rbarr@napletonfleet.com
 prior to purchase order issuance and order placement.

Final Order Date for the 2019 Dodge Charger Pursuit is TBD

Please check-mark the options needed:

Code	Description	Class	SPC Contract Price
LDDE48	27A RWD Base Car - V6 Engine, Rear Wheel Drive 3.6 Liter V6 Engine, 300 HP, 264 lb.-ft. of torque 50 State Emissions 5-Speed W5A580 Automatic Transmission Column Mount Gear Shift Lever 2.62 Rear Axle Ratio 195MM Rear Axle 18 x 7.5 Black Steel Wheels with Chrome Center Caps P225/60R18 BSW Performance Tires Capless Fuel Fill Power Windows-Locks-Mirrors, Cruise Control 7" Touch Screen Display UConnect 5.0 Radio, AM/FM/BT, Voice Command with Hands Free Black Vinyl Floor Covering Mini (half) Floor Console Center Dome Lamp actuated only by a manual switch Two Key Fobs (was previously four) with Proximity Keyless Entry and Keyless Go Officer Protection Package, including Rear Back Up Camera and Rear Park Assist Secure Park (Key Fob must be present for idling vehicle to be driven) <i>Includes Factory Destination Charge and delivery to customer's location in the greater Chicago metro area with ¼ tank of fuel remaining. Request quote for delivery outside Chicago metro area.</i>	STD	\$21,720.00
☐ XKN	Flex Fuel Vehicle – V6 only	OPT	N/C
☐ DR3	220MM Rear Axle	OPT	102.00
☐ LDDE48	29A RWD Additional Cost to Upgrade Base Car with V8 Engine 5.7 Liter V8 Engine, 370 HP, 395 lb.-ft. of torque 2.62 Rear Axle Ratio 220MM Rear Axle (other specifications same as \$21,720 Base Car detailed above)	OPT	1,918.00
☒ LDEE48	29A AWD Additional Cost to Upgrade Base Car with V8 Engine and All Wheel Drive 5.7 Liter V8 Engine, 370 HP, 395 lb.-ft. of torque 3.07 Rear Axle Ratio 230MM Rear Axle (other specifications same as \$21,720 Base Car detailed above)	OPT	2,658.00

Wheel & Tire Options:

	TBW	Full Size Spare Tire	STD	STD
☐	TBF	Delete Full Size Spare Tire <i>Tire Service Kit provided</i>	OPT	(89.00)
☐	TBH	Full Size Spare Tire Relocation Bracket <i>Moves tire from angled position in trunk to horizontal position over rear axle hump</i>	OPT	129.00
☐	W8A	Full Wheel Covers – RWD only <i>Replaces Chrome Center Caps</i>	OPT	36.00
☐	W8B	Full Wheel Covers – AWD only <i>Replaces Chrome Center Caps</i>	OPT	36.00
☐	TYL	P245/55R18 BSW Performance Tires	OPT	160.00

Interior Options:

	C8	Heavy Duty Cloth Bucket Seats & Cloth Rear Bench (black) <i>Includes 6-Way Power Driver Seat</i>	STD	STD
☐	X5	Replace Cloth Rear Bench Seat with Vinyl Rear Bench (black)	OPT	107.00
	CKJ	Black Vinyl Floor Covering	STD	STD
	CM8	Mini Floor Console (half console)	STD	STD
☐	CKD	Black Full Floor Carpeting <i>Replaces Black Vinyl Floor Covering, included in AEB Street Appearance Group</i>	OPT	111.00
☐	LBG	Front Overhead Reading/Map Lamps <i>Mounted between sun visors and included in AEB Street Appearance Group Lamps will light when a door is opened; interior switch can be set so they do not</i>	OPT	67.00

Group Options:

☐	AWC	Fleet Safety Group <i>Blind Spot & Cross Path Detection, Heated Power Mirrors</i>	OPT	315.00
☒	AHM	Convenience Group <i>4-Way Power Front Passenger Seat Power Adjustable Pedals</i>	OPT	427.00
☐	AEB	Street Appearance Group <i>Full Wheel Covers over 18 x 7.5 Black Steel Wheels Front Reading/Map Lamps Illuminated Front Cup Holders Full Length Civilian Floor Console Dual Remote USB Ports for Charging Rear Climate Control Outlets Floor Carpeting with Front & Rear Carpeted Floor Mats Heated exterior mirrors</i>	OPT	334.00
☐	CK9	Delete Floor Carpeting <i>Deletes Floor Carpeting, Mats and Full Length Civilian Console from AEB</i>	OPT	N/C
☐	CM8	Mini Floor Console with AEB <i>Deletes Full Length Civilian Floor Console from AEB</i>	OPT	N/C

Individual Options:

☐	MSY	Delete "Dodge" Grille Emblem	OPT	N/C
☐	NZE	Base Engine Controller <i>Limits max speed to 130 MPH</i>	OPT	N/C
☐	NHK	Engine Block Heater	OPT	85.00
☐	AYJ	Max Flow Package Lower intake grille	OPT	134.00
☐	LSA	Security Alarm	OPT	134.00
☐	GXQ	Additional Non Fleet Key-Alike Fobs <i>Includes 4 additional key fobs for a total of 6 key fobs</i>	OPT	134.00
☒	GXF	Entire Fleet Key-Alike (FREQ 1) <i>Includes 6 additional key fobs for a total of 8 key fobs</i>	OPT	125.00
☐	GXA	Entire Fleet Key-Alike (FREQ 2) <i>Includes 6 additional key fobs for a total of 8 key fobs</i>	OPT	125.00
☐	GXE	Entire Fleet Key-Alike (FREQ 3) <i>Includes 6 additional key fobs for a total of 8 key fobs</i>	OPT	125.00
☐	GXG	Entire Fleet Key-Alike (FREQ 4) <i>Includes 6 additional key fobs for a total of 8 key fobs</i>	OPT	125.00
☒	GUK	Heated Exterior Mirrors <i>Added to the standard equipment power mirrors</i>	OPT	53.00

Police Equipment Package Options:

☐	AV2	Integrated Display Package 12.1" Integrated Display Screen UConnect 3C, 8.4" AM/FM Display Radio NAV Capable <i>Deletes Standard Equipment Mini Floor Console</i>	OPT	1,994.00
☒	AYW	Patrol Package Wiring Prep Front & Rear Wire Harness Power Distribution Center	OPT	1,024.00
☐	AYE	Patrol Package Base Prep Front & Rear Wire Harness Power Distribution Center Siren Speaker & Bracket Trunk Tray & Cooling Fan <i>Includes TBH Spare Tire Relocation Bracket</i> <i>Spare Tire is positioned horizontally under the Trunk Tray</i>	OPT	1,909.00

Police Equipment Individual Options:

☒	CW6	Deactivate Rear Door Interior Handles and Window Switches <i>Bagged parts kit to reactivate rear door interior handles & window switches not included, can be ordered as a service kit at additional cost</i>	OPT	67.00
☐	XFX	Equipment Mounting Bracket <i>Mounted over standard equipment Mini Floor Console</i>	OPT	N/C

Police Equipment Individual Options (continued):

☐	CUG	Havis Police Floor Console <i>Not available with AV2 Integrated Display Package</i>	OPT	414.00
☐	CBT	Steel Seat Back Panel Inserts	OPT	120.00
☐	XDV	Driver Side Ballistic Door Panel	OPT	2,092.00
☐	XDG	Passenger Side Ballistic Door Panel	OPT	2,092.00
☐	LNF	Left Halogen Spot Lamp, black housing	OPT	187.00
☒	LNK	Left LED Spot Lamp, black housing	OPT	321.00
☐	LNA	Left & Right Halogen Spot Lamps, black housings	OPT	374.00
☐	LNK	Left & Right LED Spot Lamps, black housings	OPT	641.00
☐	M2B	White Graphics Wrap – Front Doors	OPT	423.00
☐	M2C	White Graphics Wrap – All Four Doors	OPT	841.00
☐	M3F	White Graphics Wrap – Engine Hood	OPT	231.00
☐	M3G	White Graphics Wrap - Roof	OPT	240.00
☐	M3H	White Graphics Wrap – Trunk Lid	OPT	156.00

Interior Color:

X9	Black Interior Fabric	STD	STD
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Exterior Colors:

☐	PW7	Bright White Clearcoat	OPT	N/C
☒	PX8	Pitch Black	OPT	N/C
☐	PS2	Bright Silver Metallic Clearcoat	OPT	N/C
☐	PAU	Granite Crystal Metallic Pearlcoat	OPT	N/C
☐	PAR	Maximum Steel Metallic Clearcoat	OPT	N/C
☐	PDN	Destroyer Grey Clearcoat	OPT	N/C
☐	PRV	Octane Red Pearlcoat	OPT	N/C
☐	PR3	Torred Clearcoat	OPT	N/C
☐	PBM	Indigo Blue	OPT	N/C
☐	PB5	Electric Blue Pearlcoat	OPT	445.00
☐	P82	Ranger Clearcoat	OPT	445.00
☐	P79	Michigan State Police Blue	OPT	445.00
☐	PB8	Midnight Blue Pearlcoat	OPT	445.00
☐	P76	Sheriffs Tan	OPT	445.00
☐	PWL	White Gold Clearcoat	OPT	445.00

License and Title Options:

☐	No Plates (customer does own L&T)	STD	STD
☐	90-Day Temp Tag (customer can still do own L&T)	OPT	N/C
☐	Municipal Plates (Napleton does L&T for customer)	OPT	130.00
☒	Municipal Police Plates (Napleton does L&T for customer)	OPT	130.00
☐	Civilian Plates (Napleton does L&T for customer)	OPT	239.00

Total Vehicle Cost per selected options \$ **26,525.00**

Service Manuals on CD (Windows operating system only, not compatible with Mac):

☐	2018 Model Year (PN 81-270-18078-CD)	OPT	140.00
☐	2019 Model Year (PN 81-270-19078-CD) <i>Late availability, Spring or Summer of 2019</i>	OPT	140.00

Total Vehicle Cost with Service Manual on CD \$ _____

Municipality: Village of Winnetka

Contact Name: Sgt. Karl Larson

Phone Number: 847-716-3407

Email: klarson@winnetka.org

Date: 03/09/19

2019 Model Year Final Order Date is TBD

Fiat Chrysler Automobiles (FCA) Dodge Charger Pursuit Factory Warranty

Basic.....36 months/36,000 miles

Powertrain60 months/100,000 miles

Corrosion Perforation.....Outer Panels, 60 months

Roadside Assistance.....60 months/60,000 miles

Please scan and email to rbarr@napletonfleet.com or print and fax to 630-530-0562

Please contact Bob Barr prior to purchase order issuance and order placement.

Base V6 RWD Vehicle Profile

Dodge Charger

2019 Police Pursuit 4dr Sedan

LDDE48 27A

Base Car

Powertrain

- 3.6L V-6 DOHC SMPI 24 valve engine with variable valve control
- 220 amp alternator
- 800 amp battery with run down protection
- Engine oil cooler, HD radiator
- 5-speed electronic sequential shift control automatic transmission with overdrive, lock-up
- Rear-wheel drive
- ABS & driveline traction control
- 2.62 rear axle ratio
- Stainless steel exhaust with tailpipe finisher

Steering and Suspension

- Electric power assist rack and pinion steering
- 4-wheel disc brakes with front and rear vented discs
- HD ride suspension, with auto-leveling, electronic stability control
- Independent front suspension
- Front short and long arm suspension
- Front anti-roll bar
- Front coil springs
- Gas-pressurized front shocks
- Rear independent suspension
- Rear multi-link suspension
- HD rear anti-roll bar
- Rear coil springs
- Air rear shocks
- Front and rear 18.0" x 7.50" black steel wheels with chrome center caps
- P225/60WR18.0 BSW performance front and rear tires, matching full size spare tire

Safety

- 4-wheel anti-lock braking system
- LED Daytime running lights, center high mounted stop light
- Multi-stage front airbags, supplemental front seat side air bags, supplemental side curtain front/rear side airbags
- Front height adjustable seatbelts with front pre-tensioners
- Immobilizer, panic alarm
- Rear back up camera
- Rear Park Assist
- Variable intermittent wipers

Comfort and Convenience

- Dual zone front air conditioning, air filter, under seat ducts
- AM/FM/Satellite-prep, clock, seek-scan, MP3 decoder, external memory control, 6 speakers, window grid antenna, radio steering wheel controls
- 1st row LCD monitor
- Cruise control with steering wheel controls, tilt steering column
- Power door locks with 2 stage unlock, key fob (all doors) keyless entry, power remote trunk/hatch/door release, power remote fuel release, child safety rear door locks, fuel filler door power release
- One 12V DC power outlet, driver foot rest, retained accessory power, wireless phone connectivity
- Digital/analog instrumentation display includes tachometer, oil pressure gauge, engine temperature gauge, oil temperature gauge, transmission fluid temp gauge, engine hour meter, compass, exterior temp, systems monitor, redundant digital speedometer, trip odometer, trip computer
- Warning indicators include oil pressure, engine temperature, battery, lights on, key, low fuel, low washer fluid, lighting malfunction, door ajar, trunk ajar, service interval, brake fluid, turn signal on, tire specific low tire pressure, transmission fluid temp
- Leather/metal-look steering wheel with tilt and telescopic adjustment
- Power front and rear windows with light tint, driver and passenger 1-touch down
- Variable intermittent front windshield wipers with heated fluid reservoir, rear window defroster
- Sun visors with illuminated vanity mirrors
- Day-night rearview mirror
- Glove box light, trunk light, under hood light, manually actuated dome light
- Partial floor console, mini overhead console with storage, locking glove box with light, front and rear cup holders, driver and passenger door bins, rear door bins
- Carpeted cargo floor, cargo light

Seating and Interior

- Seating capacity of 5
- Bucket front seats with adjustable anti-whiplash head restraints
- 8-way adjustable (6-way power) driver seat
- 4-way manually adjustable passenger seat
- Rear bench seat with 2 fixed rear head restraints
- Cloth faced front seats with plastic back material
- Cloth faced rear seats with cloth back material
- Vinyl door trim insert, full cloth headliner, full vinyl/rubber floor covering, urethane gear shift knob, chrome interior accents

Exterior Features

- Side impact beams, galvanized steel/aluminum body material
- Black side window moldings
- Body-colored door handles
- Black grille
- Driver and passenger power remote heated outside mirrors
- Front and rear body-colored bumpers
- Projector beam halogen fully automatic headlamps with delay-off feature, LED daytime running lamps
- Additional exterior lights include under hood light, remote activated perimeter/approach lights
- Rear window defroster
- Clear coat monotone paint

Dimensions and Capacities

Output.....	300 hp @ 6,350 rpm	Rear headroom.....	36.6 "
Torque.....	264 lb-ft @ 4,800 rpm	Front hiproom.....	56.2 "
Drag coefficient.....	.30	Rear hiproom.....	56.1 "
1st gear ratio.....	3.590	Front shoulder room.....	59.5 "
2nd gear ratio.....	2.190	Rear shoulder room.....	57.9 "
3rd gear ratio.....	1.410	Passenger area volume.....	104.7 cu ft
4th gear ratio.....	1.000	Length.....	199.9 "
5th gear ratio.....	.830	Body width.....	75.0 "
Reverse gear ratio.....	3.160	Body height.....	58.5 "
City/hwy.....	18 mpg/27 mpg	Wheelbase.....	120.2 "
Curb weight.....	4,119 lbs	Front tread.....	63.4 "
GVWR.....	5,500 lbs	Rear tread.....	63.8 "
Towing capacity.....	1,000 lbs	Turning radius.....	18.8 '
Front legroom.....	41.8 "	Fuel tank.....	18.5 gal
Rear legroom.....	40.1 "	Interior cargo volume.....	16.5 cu ft
Front headroom.....	38.6 "		

WINNETKA POLICE DEPARTMENT

MEMORANDUM

March 09, 2019

To: Chief Marc Hornstein #400

From: Sgt. Karl Larson #407

Subject: Purchase of 2019 Dodge Charger Police Sedan

It is my recommendation to purchase a 2018 Dodge Charger AWD Police Sedan to replace a 2014 Dodge Charger Police Sedan with 80,000 miles. The vehicle can be purchased from Napleton Fleet Group through the Suburban Purchasing Cooperative Contract. The following is a cost and option break down:

Base vehicle contract price including factory destination charge and delivery to the village	\$21,720.00
V8 Engine with AWD Package	\$2,658.00
Convenience Group (4 way power front passenger seat & Power Adjustable Pedals)	\$427.00
Fleet Key-Alike (plus extra fobs)	\$125.00
Heated Exterior Mirrors	\$53.00
Patrol Package Wiring Prep	\$1,024.00
Rear Door Window and Lock Deactivation	\$67.00
LED Spot Lamp	\$321.00
Municipal Police Plates	\$130.00
 Total	 <u>\$26,525.00</u>


Sgt. Karl Larson #407



Agenda Item Executive Summary

Title: Resolution No. R-41-2019: Waiving Bidding and Approving Change Order No. 6 to the Contract with B-Max Inc. for Electric Distribution System Work (Adoption)

Presenter: Brian Keys, Director of Water & Electric

Agenda Date: 04/16/19

Consent: ☒ YES ☐ NO

- ☐ Ordinance
- ☒ Resolution
- ☐ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

At the April 19, 2016 Village Council Meeting, the Council approved Resolution No. R-23-2016, approving a contract with B-Max Inc. for directional boring services which included the installation of conduit and equipment pads for the electrical distribution system. The contract contained unit pricing for three contract years at the Village's option. The Village Council has previously approved five change orders (Resolution Nos. R-65-2016, R-45-2017, R-76-2017, R-27-2018 and R-73-2018) to the contract for funding authorization and/or acceptance of the Year 2 & 3 unit prices.

Executive Summary:

In 2016, the Village issued Request for Bid #016-009 for directional boring services. Contractors were asked to provide fixed prices for units of work for three (3) contract years; Year 1 (June 1, 2016 through May 31, 2017), Year 2 (June 1, 2017 through May 31, 2018), and Year 3 (June 1, 2018 through May 31, 2019).

Prior to re-bidding the contract for directional boring services required during the period of June 1, 2019 through May 31, 2020, staff submitted an inquiry to B-Max Inc. about voluntarily extending the existing agreement for one additional year (Year 4) at the same unit costs bid for Year 3 (Exhibit 1). B-Max Inc. has provided written confirmation of their concurrence to extend the contract for one year at the same unit prices and contract terms (Exhibit 2).

Staff is recommending extending the agreement to secure another year of the same unit pricing. The contractor's work performance has met staff expectations and the unit pricing is competitive. For reference, the original bid evaluation from the 2016 bid has been provided in Exhibit 3. This evaluation was based on annual estimated quantity of work.

No additional funding authorization is requested at this time. At the December 4, 2018, Village Council meeting, an initial 2019 funding authorization of \$250,000 for directional boring services during the period of January 1, 2019 through May 31, 2019 was approved. To date, there is approximately \$149,617 of directional boring work accrued. When the authorized funding is expended, staff will requested additional funding authorization for work to be performed during the remainder of the fiscal year.

The 2019 Electric Fund Budget contains \$525,000 for directional boring services. Of this funding, \$85,000 (account #500.42.31-660) is allocated for system reinforcement and the Oak Street bridge deck reconstruction project. The remaining \$440,000 (account 500.42.37-660) is allocated for new business projects initiated by customer requests.

Executive Summary (continued):

Resolution No. R-41-2019, prepared by the Village Attorney, waives competitive bidding and authorizes the Village President and Village Clerk to execute, and attest, a change order to the contract with B-Max Inc.

Recommendation:

Consider adoption of Resolution No. R-41-2019, waiving bidding and approving Change Order No. 6 to the contract with B-Max Inc. for electric distribution system work.

Attachments:

Resolution No. R-41-2019

Exhibit 1: Unit Prices for B-Max Inc.

Exhibit 2: Letter Agreement dated March 29, 2019

Exhibit 3: RFB #016-009 Directional Boring Bid Evaluation

RESOLUTION NO. R-41-2019

**A RESOLUTION WAIVING BIDDING AND APPROVING
CHANGE ORDER NO. 6 TO THE CONTRACT WITH B-MAX, INC. FOR
ELECTRIC DISTRIBUTION SYSTEM WORK**

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka ("**Village**") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, on April 19, 2016, the Village Council approved Resolution R-23-2016 authorizing the Village to enter into a contract ("**Contract**") with B-Max, Inc. ("**Contractor**") for the performance of directional boring, equipment pad installation, splice box installation, conduit installation, and related work necessary to maintain and support the Village's electric distribution system ("**Work**") during the period of June 1, 2016 to May 31, 2017 ("**Term**"); and

WHEREAS, the Contract provided the Village two options, each to extend the contract for an additional year (collectively, "**Contract Extensions**"), which Contract Extensions were exercised; and

WHEREAS, Contractor has offered to extend the Contract for an additional year pursuant to their current pricing under the Contract and the same Contract terms pursuant to a change order ("**Change Order No. 6**"); and

WHEREAS, pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code the bidding requirements may be waived for contracts which by their nature are not adaptable to competitive bidding; and

WHEREAS, so long as the Contractor is maintaining its current pricing, it is more efficient to waive competitive bidding for the Work to be performed pursuant to Change Order No. 6; and

WHEREAS, pursuant to Sections 4.12.010.A and Sections 4.12.010.C of the Village Code, the Village Council has determined that it is in the best interests of the Village to waive competitive bidding and enter into Change Order No. 6 with Contractor;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: WAIVER OF COMPETITIVE BIDDING. Pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code and the Village's home rule authority, the Village Council waives the requirement of competitive bidding for the procurement of the Work to be performed pursuant to Change Order No. 6.

SECTION 3: APPROVAL OF CHANGE ORDER NO. 6. The Village Council hereby approves Change Order No. 6 to authorize additional Work from the Contractor pursuant to the terms of the Contract.

SECTION 4: AUTHORIZATION TO EXECUTE CHANGE ORDER NO. 6. The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and attest, respectively, on behalf of the Village, Change Order No. 6, which shall be in a final form approved by the Village Manager.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT 1 - B-MAX									
RFB# 016-009 - Directional Boring			6/1/2016 to 5/31/17		6/1/2017 to 5/31/18		6/1/2018 to 5/31/19		
Vendor	B-MAX		367,093.65		380,512.40		395,097.10		
Work Process:		EVALUATION QUANTITIES	UNIT PRICE "E"	PRICE "E" TOTAL	UNIT PRICE "F"	PRICE "F" TOTAL	UNIT PRICE "G"	PRICE "G" TOTAL	
Start or End Pit:	For 2" conduit	155	\$ 58.00	\$ 8,990.00	\$ 60.00	\$ 9,300.00	\$ 62.50	\$ 9,687.50	
Start or End Pit:	For 4" conduit	116.5	\$ 58.00	\$ 6,757.00	\$ 60.00	\$ 6,990.00	\$ 62.50	\$ 7,281.25	
Start or End Pit:	For 5" conduit	0	\$ 58.00	\$ -	\$ 60.00	\$ -	\$ 62.50	\$ -	
Start or End Pit:	For 6" conduit	0	\$ 58.00	\$ -	\$ 60.00	\$ -	\$ 62.50	\$ -	
		0							
Test Holes In:	Concrete	1	\$ 375.00	\$ 375.00	\$ 390.00	\$ 390.00	\$ 410.00	\$ 410.00	
Test Holes In:	Asphalt	10	\$ 350.00	\$ 3,500.00	\$ 370.00	\$ 3,700.00	\$ 390.00	\$ 3,900.00	
Test Holes In:	Parkway	202	\$ 95.00	\$ 19,190.00	\$ 100.00	\$ 20,200.00	\$ 105.00	\$ 21,210.00	
Excavation for:	Xfmr Pad 5'X5'X20"	0.5	\$ 170.00	\$ 85.00	\$ 180.00	\$ 90.00	\$ 190.00	\$ 95.00	
Excavation for:	Xfmr Pad 8'X8'X20"	0	\$ 250.00	\$ -	\$ 260.00	\$ -	\$ 270.00	\$ -	
Excavation for and Installation of:	Xfmr Pad 5'X5'X20"	12	\$ 390.00	\$ 4,680.00	\$ 400.00	\$ 4,800.00	\$ 410.00	\$ 4,920.00	
Excavation for and Installation of:	Xfmr Pad 8'X8'X20"	1	\$ 450.00	\$ 450.00	\$ 460.00	\$ 460.00	\$ 470.00	\$ 470.00	
Excavation for:	Splice Box 28"X40"X30"	3	\$ 120.00	\$ 360.00	\$ 130.00	\$ 390.00	\$ 140.00	\$ 420.00	
Excavation for:	Splice Box 40"X50"X22"	1.5	\$ 180.00	\$ 270.00	\$ 190.00	\$ 285.00	\$ 200.00	\$ 300.00	
Excavation for and Installation of:	Splice Box 28"X40"X30"	21.5	\$ 490.00	\$ 10,535.00	\$ 495.00	\$ 10,642.50	\$ 500.00	\$ 10,750.00	
Excavation for and Installation of:	Splice Box 40"X50"X22"	3	\$ 540.00	\$ 1,620.00	\$ 550.00	\$ 1,650.00	\$ 560.00	\$ 1,680.00	
Conduit/ft. (Material and Installation)	1 1/4" (Orange) w/pull line	14416.5	\$ 1.10	\$ 15,858.15	\$ 1.20	\$ 17,299.80	\$ 1.30	\$ 18,741.45	
Conduit/ft. (Material and Installation)	2"	7963.5	\$ 1.30	\$ 10,352.55	\$ 1.40	\$ 11,148.90	\$ 1.50	\$ 11,945.25	
Conduit/ft. (Material and Installation)	4"	6315.5	\$ 3.70	\$ 23,367.35	\$ 4.00	\$ 25,262.00	\$ 4.30	\$ 27,156.65	
Conduit/ft. (Material and Installation)	5"	50	\$ 6.00	\$ 300.00	\$ 6.20	\$ 310.00	\$ 6.50	\$ 325.00	
Conduit/ft. (Material and Installation)	6"	0	\$ 7.00	\$ -	\$ 7.50	\$ -	\$ 8.00	\$ -	
Bore/Ream Size/ft.	3"	70	\$ 8.00	\$ 560.00	\$ 8.50	\$ 595.00	\$ 9.00	\$ 630.00	
Bore/Ream Size/ft.	4"	3127	\$ 9.25	\$ 28,924.75	\$ 9.50	\$ 29,706.50	\$ 9.75	\$ 30,488.25	
Bore/Ream Size/ft.	6"	5421.5	\$ 11.00	\$ 59,636.50	\$ 11.25	\$ 60,991.88	\$ 11.50	\$ 62,347.25	
Bore/Ream Size/ft.	8"	4493	\$ 14.00	\$ 62,902.00	\$ 14.50	\$ 65,148.50	\$ 15.00	\$ 67,395.00	
Bore/Ream Size/ft.	10"	752.5	\$ 17.00	\$ 12,792.50	\$ 17.50	\$ 13,168.75	\$ 18.00	\$ 13,545.00	
Bore/Ream Size/ft.	12"	322	\$ 21.00	\$ 6,762.00	\$ 21.50	\$ 6,923.00	\$ 22.00	\$ 7,084.00	
Bore/Ream Size/ft.	14"	117.5	\$ 35.00	\$ 4,112.50	\$ 25.50	\$ 2,996.25	\$ 26.00	\$ 3,055.00	
Bore/Ream Size/ft.	18"	0	\$ 34.00	\$ -	\$ 36.00	\$ -	\$ 38.00	\$ -	
Tie into Existing Manhole	First Conduit	7.5	\$ 510.00	\$ 3,825.00	\$ 530.00	\$ 3,975.00	\$ 560.00	\$ 4,200.00	
Tie into Existing Manhole	Additional Conduits	6.5	\$ 120.00	\$ 780.00	\$ 125.00	\$ 812.50	\$ 130.00	\$ 845.00	
Tie into Existing Splice Box	First Conduit	32.5	\$ 390.00	\$ 12,675.00	\$ 400.00	\$ 13,000.00	\$ 410.00	\$ 13,325.00	
Tie into Existing Splice Box	Additional Conduits	0.5	\$ 26.00	\$ 13.00	\$ 28.00	\$ 14.00	\$ 30.00	\$ 15.00	
E-Loc Couplings or Approved Equivalent (Material and Labor):	1 1/4"	30	\$ 8.00	\$ 240.00	\$ 8.50	\$ 255.00	\$ 9.00	\$ 270.00	
E-Loc Couplings or Approved Equivalent (Material and Labor):	2"	32	\$ 10.50	\$ 336.00	\$ 11.50	\$ 368.00	\$ 12.00	\$ 384.00	
E-Loc Couplings or Approved Equivalent (Material and Labor):	4"	70	\$ 24.00	\$ 1,680.00	\$ 25.00	\$ 1,750.00	\$ 26.00	\$ 1,820.00	
E-Loc Couplings or Approved Equivalent (Material and Labor):	5"	0	\$ 40.00	\$ -	\$ 41.00	\$ -	\$ 42.00	\$ -	
E-Loc Couplings or Approved Equivalent (Material and Labor):	6"	0	\$ 45.00	\$ -	\$ 46.00	\$ -	\$ 47.00	\$ -	
Fusion Butt Splice (Material and Labor):	2"	0	\$ 35.00	\$ -	\$ 40.00	\$ -	\$ 45.00	\$ -	
Fusion Butt Splice (Material and Labor):	4"	0	\$ 35.00	\$ -	\$ 40.00	\$ -	\$ 45.00	\$ -	
Fusion Butt Splice (Material and Labor):	5"	0	\$ 35.00	\$ -	\$ 40.00	\$ -	\$ 45.00	\$ -	
Fusion Butt Splice (Material and Labor):	6"	0	\$ 35.00	\$ -	\$ 40.00	\$ -	\$ 45.00	\$ -	
90° Bends (Material Only, Steel)	2" - 18" Sweep	12	\$ 45.00	\$ 540.00	\$ 47.00	\$ 564.00	\$ 48.00	\$ 576.00	
90° Bends (Material Only, PVC)	2" - 18" Sweep	2	\$ 11.00	\$ 22.00	\$ 12.00	\$ 24.00	\$ 12.90	\$ 25.80	
90° Bends (Installation Only)	2" - 18" Sweep	14	\$ 42.00	\$ 588.00	\$ 44.00	\$ 616.00	\$ 46.00	\$ 644.00	
90° Bends (Material Only, Steel)	2" - 24" Sweep	0	\$ 54.00	\$ -	\$ 56.00	\$ -	\$ 58.00	\$ -	
90° Bends (Material Only, PVC)	2" - 24" Sweep	3.5	\$ 11.00	\$ 38.50	\$ 12.00	\$ 42.00	\$ 12.90	\$ 45.15	
90° Bends (Installation Only)	2" - 24" Sweep	3.5	\$ 42.00	\$ 147.00	\$ 44.00	\$ 154.00	\$ 46.00	\$ 161.00	
10' Steel Conduit w/coupling (Material Only)	2"	10.5	\$ 67.00	\$ 703.50	\$ 68.50	\$ 719.25	\$ 70.00	\$ 735.00	
10' Steel Conduit w/coupling (Installation Only)	2"	11	\$ 38.00	\$ 418.00	\$ 39.00	\$ 429.00	\$ 41.00	\$ 451.00	
10' PVC Conduit w/coupling (Material Only)	2"	2.5	\$ 25.00	\$ 62.50	\$ 26.00	\$ 65.00	\$ 27.00	\$ 67.50	
10' PVC Conduit w/coupling (Installation Only)	2"	3	\$ 37.00	\$ 111.00	\$ 38.00	\$ 114.00	\$ 40.00	\$ 120.00	
90° Bends (Material Only, Steel)	4" - 24" Sweep	2.5	\$ 120.00	\$ 300.00	\$ 130.00	\$ 325.00	\$ 140.00	\$ 350.00	
90° Bends (Material Only, PVC)	4" - 24" Sweep	62.5	\$ 30.00	\$ 1,875.00	\$ 32.00	\$ 2,000.00	\$ 34.00	\$ 2,125.00	
90° Bends (Installation Only)	4" - 24" Sweep	65.5	\$ 44.00	\$ 2,882.00	\$ 46.00	\$ 3,013.00	\$ 48.00	\$ 3,144.00	
90° Bends (Material Only, Steel)	4" - 36" Sweep	5	\$ 140.00	\$ 700.00	\$ 145.00	\$ 725.00	\$ 150.00	\$ 750.00	
90° Bends (Material Only, PVC)	4" - 36" Sweep	10.5	\$ 45.00	\$ 472.50	\$ 47.50	\$ 498.75	\$ 50.00	\$ 525.00	
90° Bends (Installation Only)	4" - 36" Sweep	15	\$ 70.00	\$ 1,050.00	\$ 72.50	\$ 1,087.50	\$ 75.00	\$ 1,125.00	
10' Steel Conduit w/coupling (Material Only)	4"	10	\$ 190.00	\$ 1,900.00	\$ 195.00	\$ 1,950.00	\$ 200.00	\$ 2,000.00	
10' Steel Conduit w/coupling (Installation Only)	4"	10.5	\$ 40.00	\$ 420.00	\$ 42.50	\$ 446.25	\$ 45.00	\$ 472.50	
10' PVC Conduit w/coupling (Material Only)	4"	17.5	\$ 60.00	\$ 1,050.00	\$ 70.00	\$ 1,225.00	\$ 80.00	\$ 1,400.00	
10' PVC Conduit w/coupling (Installation Only)	4"	16.5	\$ 35.00	\$ 577.50	\$ 37.50	\$ 618.75	\$ 40.00	\$ 660.00	
90° Bends (Material Only, Steel)	5" - 36" Sweep	0	\$ 390.00	\$ -	\$ 410.00	\$ -	\$ 430.00	\$ -	
90° Bends (Material Only, PVC)	5" - 36" Sweep	0	\$ 70.00	\$ -	\$ 75.00	\$ -	\$ 80.00	\$ -	
90° Bends (Installation Only)	5" - 36" Sweep	0	\$ 75.00	\$ -	\$ 76.00	\$ -	\$ 77.00	\$ -	
90° Bends (Material Only, Steel)	5" - 48" Sweep	0	\$ 430.00	\$ -	\$ 440.00	\$ -	\$ 450.00	\$ -	
90° Bends (Material Only, PVC)	5" - 48" Sweep	0	\$ 85.00	\$ -	\$ 90.00	\$ -	\$ 95.00	\$ -	
90° Bends (Installation Only)	5" - 48" Sweep	0	\$ 80.00	\$ -	\$ 90.00	\$ -	\$ 100.00	\$ -	
10' Steel Conduit w/coupling (Material Only)	5"	0	\$ 300.00	\$ -	\$ 310.00	\$ -	\$ 320.00	\$ -	
10' Steel Conduit w/coupling (Installation Only)	5"	0	\$ 45.00	\$ -	\$ 50.00	\$ -	\$ 55.00	\$ -	
10' PVC Conduit w/coupling (Material Only)	5"	0	\$ 80.00	\$ -	\$ 85.00	\$ -	\$ 90.00	\$ -	
10' PVC Conduit w/coupling (Installation Only)	5"	0	\$ 45.00	\$ -	\$ 50.00	\$ -	\$ 55.00	\$ -	
90° Bends (Material Only, Steel)	6" - 48" Sweep	0	\$ 390.00	\$ -	\$ 400.00	\$ -	\$ 410.00	\$ -	
90° Bends (Material Only, PVC)	6" - 48" Sweep	0	\$ 120.00	\$ -	\$ 125.00	\$ -	\$ 130.00	\$ -	
90° Bends (Installation Only)	6" - 48" Sweep	0	\$ 100.00	\$ -	\$ 105.00	\$ -	\$ 110.00	\$ -	
90° Bends (Material Only, Steel)	6" - 60" Sweep	0	\$ 550.00	\$ -	\$ 560.00	\$ -	\$ 570.00	\$ -	
90° Bends (Material Only, PVC)	6" - 60" Sweep	0	\$ 160.00	\$ -	\$ 170.00	\$ -	\$ 180.00	\$ -	
90° Bends (Installation Only)	6" - 60" Sweep	0	\$ 120.00	\$ -	\$ 125.00	\$ -	\$ 130.00	\$ -	
10' Steel Conduit w/coupling (Material Only)	6"	0	\$ 390.00	\$ -	\$ 410.00	\$ -	\$ 420.00	\$ -	
10' Steel Conduit w/coupling (Installation Only)	6"	0	\$ 50.00	\$ -	\$ 55.00	\$ -	\$ 60.00	\$ -	
10' PVC Conduit w/coupling (Material Only)	6"	0	\$ 100.00	\$ -	\$ 110.00	\$ -	\$ 120.00	\$ -	
10' PVC Conduit w/coupling (Installation Only)	6"	0	\$ 50.00	\$ -	\$ 55.00	\$ -	\$ 60.00	\$ -	
Color Coded (Markup for red color or striped conduits)	2"	983.5	\$ 0.10	\$ 98.35	\$ 0.20	\$ 196.70	\$ 0.30	\$ 295.05	
Color Coded (Markup for red color or striped conduits)	4"	0	\$ 0.10	\$ -	\$ 0.20	\$ -	\$ 0.30	\$ -	
Color Coded (Markup for red color or striped conduits)	5"	0	\$ 0.10	\$ -	\$ 0.20	\$ -	\$ 0.30	\$ -	
Color Coded (Markup for red color or striped conduits)	6"	0	\$ 0.10	\$ -	\$ 0.20	\$ -	\$ 0.30	\$ -	
Hourly Labor Rates:	Foreman	119.5	\$ 104.00	\$ 12,428.00	\$ 108.00	\$ 12,906.00	\$ 112.00	\$ 13,384.00	
Hourly Labor Rates:	Laborer	301	\$ 84.00	\$ 25,284.00	\$ 86.00	\$ 25,886.00	\$ 88.00	\$ 26,488.00	
Hourly Equipment Rates:	Pickup Truck	147.75	\$ 50.00	\$ 7,387.50	\$ 52.50	\$ 7,756.88	\$ 55.00	\$ 8,126.25	
Hourly Equipment Rates:	Dump Truck	10	\$ 78.00	\$ 780.00	\$ 83.00	\$ 830.00	\$ 88.00	\$ 880.00	
Hourly Equipment Rates:	Mini Excavator w/trailer	71.75	\$ 68.00	\$ 4,879.00	\$ 73.00	\$ 5,237.75	\$ 75.00	\$ 5,381.25	
Hourly Equipment Rates:	Air Compressor	0	\$ 40.00	\$ -	\$ 42.00	\$ -	\$ 44.00	\$ -	
Traffic Ballards	Install 4" steel pipe filled with concrete	1	\$ 450.00	\$ 450.00	\$ 460.00	\$ 460.00	\$ 470.00	\$ 470.00	



*Finance Department
(847)716-3504*

March 21, 2019

B-Max Inc.
P.O. Box 246
Ringwood, IL 60072

Re: Contract Extension

To Whom It May Concern:

On April 19, 2016, the Village of Winnetka approved your proposal from Bid #016-009 for directional boring services. That contract provided fixed prices for units of work for three contract years, the last of which is Year 3 dated from June 1, 2018 to May 31, 2019.

Your firm, B-Max Inc., has indicated that you are willing to extend the current contract to include a 4th year that honors the same unit pricing as Year 3 of the current contract. This extension would cover the period from June 1, 2019 to May 31, 2020. This extension would have all terms and conditions from the original contract remain the same for the extended 4th year.

With your agreement to extend the Year 3 unit prices to a 4th year and keep all terms and conditions from the original contract the same, this extension will be recommended to the Village Council for approval.

If your firm is in agreement, please sign below and return this original letter to me at your earliest convenience. Please feel free to contact me with any questions.

Sincerely,

Anthony Vasquez
Assistant Finance Director
(847)716-3504
avasquez@winnetka.org

CC: Brian Keys, Water and Electric Director
Tim Sloth, Finance Director

510 Green Bay Road, Winnetka, Illinois 60093

March 21, 2019
Page 2

I Kristin Brand, acting as an authorized representative of B-Max Inc., agree to extend Year 3 unit pricing from the current contract to a 4th year to cover a period from June 1, 2019 to May 31, 2020. I also agree that all terms and conditions of the original contract will remain the same for the extended 4th year. I understand the above-referenced terms will take effect contingent upon the contract pricing extension being approved by the Winnetka Village Council.

Kristin Brand
Name (Print)


Name (Sign)

President
Title

3/29/19
Date

Please return signed original letter to Anthony Vasquez, Assistant Finance Director, at 510 Green Bay Road, Winnetka, IL 60093.

Exhibit 3

RFB #016-009 - Directional Boring Bid Evaluation Summary			
Vendor	YEAR 1	YEAR 2	YEAR 3
B-Max Inc.	\$ 367,093.65	\$ 380,512.40	\$ 395,097.10
Biagi Plumbing	\$ 400,546.43	\$ 421,486.51	\$ 441,301.49
Utility Dynamics	\$ 456,396.60	\$ 503,086.75	\$ 561,153.50



Agenda Item Executive Summary

Title: Resolution No. R-42-2019: Approving an Easement Agreement for the Maintenance of Utilities at Indian Hill Club (Adoption)

Presenter: Brian Keys, Director of Water & Electric

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☒ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

None

Executive Summary:

An existing 6" water main is located on the property of the Indian Hill Club. At some point in the past, paddle courts were installed over the water main. No records have been located to indicate that the Village consented to this encumbrance. Should a main break occur, the paddle court(s) would need to be removed in order for the Village to repair the water main. Indian Hill Club is now constructing additional improvements to their property which includes the installation of additional paddle courts, raised decking and lighting. In order to insure that the Village can operate and maintain the water main, staff met with representatives from the facility and asked them to incorporate options in their future plans to address the water main's accessibility for repairs as opposed to the installation of additional structures over the water main. Indian Hill Club has elected to relocate the water main to a different route through their property and outside the extent of the planned improvements.

In addition to providing service to the club, the water main is required to serve other customers in the unincorporated area. The Village Attorney has prepared an Easement Agreement that covers the relocation of the Village' water main. Relocation of the water main will be performed at the expense of the Indian Hill Club. When the replacement project is complete, the Village will abandon in place the existing water main and take ownership of the relocated water main.

Recommendation:

Consider adoption of Resolution No. R-42-2019, approving an Easement Agreement for the Maintenance of Utilities

Attachments:

Resolution No. R-42-2019

RESOLUTION NO. R-42-2019

**A RESOLUTION APPROVING AN EASEMENT AGREEMENT
FOR THE MAINTENANCE OF UTILITIES
(Indian Hill Club)**

WHEREAS, the Village of Winnetka ("**Village**") is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Indian Hill Club ("**Owner**") is the owner of the property located at 1 North Indian Hill Road, Winnetka, Illinois ("**Property**"); and

WHEREAS, the Village owns and maintains underground utilities that cross the Property, which utilities are located in an easement dedicated to the Village ("**Existing Easement**"); and

WHEREAS, the Owner desires to construct improvements on the Existing Easement, obstructing the Village's utilities; and

WHEREAS, the Owner desires to relocate the utilities grant the Village a new easement pursuant to an easement agreement ("**Easement Agreement**"); and

WHEREAS, the Village Council has determined that it will serve and be in the best interests of the Village and its residents to enter into the Easement Agreement with Owner;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL OF EASEMENT AGREEMENT. The Village Council hereby approves the Easement Agreement by and between the Village and Owner in substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Attorney.

SECTION 3: AUTHORIZATION TO EXECUTE EASEMENT AGREEMENT. The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and seal, on behalf of the Village, the final Easement Agreement.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law and only after the Village Director of Water and Electric accepts the newly constructed utilities on behalf of the Village.

[SIGNATURE PAGE FOLLOWS]

April 16, 2019

R-42-2019

ADOPTED this April 16, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A
EASEMENT AGREEMENT

**PREPARED BY AND AFTER
RECORDING RETURN TO:**

Peter M. Friedman
Holland & Knight LLP
131 S. Dearborn Street
30th Floor
Chicago, Illinois 60603

For Recorder's Use Only

**NON-EXCLUSIVE EASEMENT AGREEMENT
FOR CONSTRUCTION AND MAINTENANCE OF PUBLIC WATER MAIN**

**THIS NON-EXCLUSIVE EASEMENT AGREEMENT FOR
CONSTRUCTION AND MAINTENANCE OF PUBLIC WATER MAIN** (the
“**Agreement**”) is dated as of this ____ day of _____, 2019, by and between the
Village of Winnetka, an Illinois home rule municipal corporation (the “**Village**”),
and Indian Hill Club, an Illinois not-for-profit corporation (the “**Owner**”).

IN CONSIDERATION OF the mutual covenants and agreements set
forth herein and pursuant to the Village’s home rule powers, the parties hereto
agree as follows:

1. **BACKGROUND.**

A. The Owner is the owner of certain real estate commonly known
as Indian Hill Club located at 1 Indian Hill Road, Winnetka, County of Cook, State

of Illinois, which real estate is legally described in Exhibit A, attached to, and by this reference made a part of, this Agreement (the “**Subject Property**”).

B. The Village possesses an easement, whether prescriptive, implied, or otherwise (the “**Village’s Interest**”), pursuant to which the Village owns an underground water main and related appurtenances thereto on and through the Subject Property (the “**Existing Main Facilities**”).

C. In order to maintain the Existing Main Facilities, the Village’s Interest includes the right for the Village to access the Existing Main Facilities free from encumbrances at all times.

D. The Owner has encumbered the Village’s Interest by constructing paddle ball courts on the surface of the land immediately above the Existing Main Facilities on the Subject Property and desires to further encumber the Village’s Interest by constructing additional paddle ball courts on the surface of the land immediately above the Existing Main Facilities (the “**Owner’s Encumbrance**”).

E. In order to allow the Village to adequately maintain the Village’s water mains and provide sufficient water service for the Subject Property and surrounding properties within the Village, the Village and Owner have determined that the Existing Main must be replaced with a new underground water main and related appurtenances thereto (the “**Replacement Main Facilities**”) in a location on the Subject Property that is not and will not be encumbered by the Owner’s Encumbrance.

F. In consideration of the Village's agreement to terminate and extinguish the Village's Interest, including its right to disturb the Owner's Encumbrance or obligate the Owner to remove the Owner's Encumbrance, the Owner has agreed to:

i. allow the Village to: (a) abandon in place, as-is, where-is, the Existing Main Facilities; (b) have no responsibility to remove or alter the Existing Main Facilities; and (c) have no further responsibility to restore the land on which the Existing Main Facilities are located;

ii. construct, at its own cost, the Replacement Main Facilities in a location on the Subject Property that is not and will not be encumbered by the Owner's Encumbrance;

iii. transfer ownership of the Replacement Main Facilities to the Village upon inspection and approval of the Village; and

iv. grant an easement to the Village for the purpose of operating and maintaining the Replacement Main Facilities.

G. The Owner and the Village have determined that it is in their respective best interests to enter into this Agreement in order to provide the Village with a sufficient property interest in the Subject Property to install and maintain the Replacement Main Facilities on the Easement Premises (as defined below) and fulfill the purposes described herein.

2. **TERMINATION, EXTINGUISHMENT, AND ABANDONMENT IN PLACE OF VILLAGE'S INTEREST.** The Village hereby terminates and

extinguishes the Village's Interest and abandons in place, as-is, where-is, the Existing Main Facilities. The Owner hereby acknowledges and agrees that: (a) the Village's Interest is terminated and extinguished; (b) the Existing Main Facilities are abandoned in place, as-is, where-is; (c) the Village shall have no responsibility to remove or alter the Existing Main Facilities; and (d) the Village shall have no further responsibility to maintain the Existing Main Facilities or restore the land on which the Existing Main Facilities are located.

3. **CONSTRUCTION OF THE IMPROVEMENTS.**

A. The Owner shall, at no cost or expense to the Village, cause to be performed and completed, in a good and workmanlike manner, all work necessary to construct and install the Replacement Main Facilities (the "**Work**") in accordance with the preliminary plans identified on Exhibit B (the "**Preliminary Plans**") and the final plans submitted by Owner as part of the Village's permitting process and approved by the Village's Director of Water and Electric and Village Engineer (the "**Final Plans**"), as well as all applicable federal, State, and local laws, statutes, regulations, and ordinances whether in effect now or hereafter adopted (the "**Applicable Laws**").

B. Owner represents and warrants that the Work, and all of its components, shall be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Easement Agreement and the warranties expressed herein shall be in addition to any other warranties expressed or implied by law, which are hereby reserved unto the Village.

C. Owner shall not commence the Work until Owner has submitted Final Plans to the Village as a part of the permitting process and has received written approval of the Final Plans from the Village's Director of Water and Electric and the Village Engineer.

D. The expected date of completion of the Work is September 1, 2019 (the "**Substantial Completion Date**"), subject to delays caused by unknown conditions or customary change order requests and in the event of such delays. Owner shall use its best efforts to complete the Work as soon as is reasonably possible after the Substantial Completion Date.

E. The Work is not complete until the Village's Director of Water and Electric, at his or her sole and absolute discretion, has approved the Work in writing.

F. In the event the Village's Owner fails to complete the Work to the satisfaction of the Village's Director of Water and Electric or fails to undertake any of the Owner's obligations set forth in this Section 3, the Village shall have the right to complete or correct any portion of the Work and be reimbursed by Owner for its reasonable costs to complete or correct the Work.

G. Upon issuance of written acceptance of the Work by the Village's Director of Water and Electric pursuant to Section 3.E or upon the Village's entrance unto the Subject Property to complete or correct the Work pursuant to Section 3.F of this Agreement, ownership of the Replacement Main Facilities, and all appurtenances thereto, shall be transferred to the Village (the "**Transfer of**

Ownership”). In the event written acceptance of the Work is issued by the Village’s Director of Water and Electric pursuant to Section 3.E, the Transfer of Ownership shall be effective as of the date of the written approval by the Village’s Director of Water and Electric. In the event that the Village enters the Subject Property to complete or correct the Work pursuant to Section 3.F of this Agreement, the Transfer of Ownership shall be effective as of the date of entrance by the Village unto the Subject Property for such purpose.

4. **GRANT AND USE OF EASEMENT**. The Owner grants, conveys, warrants, and dedicates to the Village a perpetual easement in, at, over, along, across, through, upon, and under that portion of the Subject Property consisting of the Replacement Main Facilities and five feet in any direction from the Replacement Main Facilities (the “**Easement Premises**”), which Easement Premises is legally described and depicted in Exhibit C attached to, and by this reference made a part of, this Agreement, to operate, use, maintain, own, test, inspect, repair, remove, and replace or abandon in place the Replacement Main Facilities (collectively, the “**Maintenance**”), together with all reasonable rights of ingress and egress over, along, across, and upon the Subject Property necessary for the exercise of the rights granted herein. In accessing the Subject Property, the Village shall reasonably follow the routes of ingress and egress to the Easement Premises as directed by Owner so as to endeavor to minimize disruption to the Subject Property.

5. **HOLD HARMLESS.** The Owner agrees to indemnify and hold harmless the Village from and against all claims, causes of action, suits, damages, demands, liability, losses, and expenses that arise from the Work, except to the extent caused by the sole negligence of the Village.

6. **RESERVED RIGHT.** The Owner reserves the right to use the Easement Premises in any manner that will not prevent or interfere in any way with the exercise by the Village of the rights granted herein; provided, however, that the Owner shall not: (a) construct or install on the Easement Premises any improvements other than the Replacement Main Facilities, including without limitation any landscaping, hardscaping, physical, or structural improvements, other than asphalt pavement, shrubs or plants with heights of less than two feet at maturity, lawn grass, or any other improvement approved in writing prior to the commencement of construction or installation of the improvement by the Village Manager in his or her sole and absolute discretion; or (b) permanently or temporarily improve or obstruct the Easement Premises or cause any improvements or obstructions to be constructed on the Easement Premises that would impair the exercise by the Village of the rights granted herein.

7. **ADDITIONAL EASEMENTS.** The Owner shall have the right to grant other non-exclusive easements over, along, across or upon the Easement Premises; provided, however, that any such other easements shall be subject to this Agreement and the rights granted hereby; and provided further, that the Village

Manager shall have first consented in writing to the terms, nature, and location of any such other easements.

8. **VILLAGE RESTORATION.** Upon completion of any Maintenance, the Village agrees to: (a) replace and grade any and all topsoil removed by the Village; (b) replace any asphalt paving damaged or removed by the Village as a direct result of the Maintenance with asphalt patching of a type and quality customarily used by the Village; (c) replace any and all lawn grass removed by the Village as a direct result of the Maintenance with black dirt and lawn grass seed; and (d) repair any damage caused to the portion of the Subject Property outside of the Easement Premises by the Village's negligence or intentional misconduct. Other than as expressly set forth above in this section, the Owner acknowledges and agrees that the Village, upon completion of any Maintenance, is not responsible for restoring the Easement Premises to the condition immediately preceding the Maintenance. Notwithstanding anything in subsection (d) to the contrary, nothing in subsection (d) shall constitute a waiver of the protections afforded to the Village and its employees pursuant to the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*

9. **COVENANTS RUNNING WITH THE LAND.** The easements and rights granted in this Agreement, the restrictions imposed by this Agreement, and the agreements and covenants contained in this Agreement shall be easements, rights, restrictions, agreements and covenants running with the land, shall be

recorded against the Subject Property and shall be binding upon and inure to the benefit of the Owner and the Village and their respective heirs, executors, administrators, successors, assigns, agents, licensees, invitees, and representatives, including, without limitation, all subsequent owners of the Subject Property, or any portion thereof, and all persons claiming under them. If any of the easements, rights, restrictions, agreements or covenants created by this Agreement would otherwise be unlawful or void for violation of (a) the rule against perpetuities or some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing time limits, then such easements, rights, restrictions, agreements or covenants shall continue only until 21 years after the death of the last survivor of the now living lawful descendants of the current Governor of the State of Illinois.

10. **ASSIGNMENT OF RIGHTS.** The Owner agrees that the Village may assign its rights or delegate its duties under this Agreement to any assignee: (a) who is reasonably competent to exercise the rights granted herein and the obligations imposed herein; and (b) who makes adequate assurances to the Owner that any activity performed pursuant to such assignment or delegation shall be conducted in a good and workmanlike manner and in accordance with the Applicable Laws, as well as this Agreement. Nothing in this Section 11 or elsewhere in this Agreement shall require the Village to provide written notice to, or to obtain the consent of, the Owner for a Village contractor to perform the Maintenance on the Village's behalf.

11. **AMENDMENT.** This Agreement may be modified, amended, or annulled only by the written agreement of the Owner and the Village.

12. **EXHIBITS.** Exhibits A through C attached to this Agreement are incorporated herein and made a part hereof by this reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed to be effective as of the date first above written.

OWNER

INDIAN HILL CLUB

By: _____

Its: _____

ATTEST:

By: _____

Its: _____

VILLAGE OF WINNETKA

By: _____

Christopher Rintz, Village President

ATTEST:

By: _____

Robert Bahan, Village Clerk

#55736383_v5

ACKNOWLEDGEMENTS

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument was acknowledged before me on _____, 2019, by _____, the Village _____ of the Village, an Illinois municipal corporation, and by _____, of the Village Clerk of said municipal corporation.

Signature of Notary

SEAL

My Commission expires: _____

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument was acknowledged before me on _____, 2019, by _____, President of _____, and _____, Secretary of said corporation, which individuals are known to me to be the identical persons who signed the foregoing instrument as such officers of the corporation for and in behalf of said corporation, and that they executed the same as their free and voluntary act and deed and as the free and voluntary act of the corporation, for the uses and purposes herein mentioned.

Signature of Notary

SEAL

My Commission expires: _____

EXHIBIT A

Legal Description of the Subject Property

THAT PART OF LOT 1 IN INDIAN HILL CONSOLIDATION IN SECTIONS 28 AND 29, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, RECORDED FEBRUARY 15, 1923 AS DOCUMENT NO. 7809320 BOUNDED AND DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF A LINE 82.50 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF AFORESAID SECTION 28, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE SOUTHWESTERLY LINE OF RIDGE ROAD (BEING A LINE 30 FEET SOUTHWESTERLY AND PARALLEL TO THE CENTER LINE OF SAID ROAD); THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID LINE 82.50 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF SECTION 28 A DISTANCE OF 257.02 FEET; THENCE NORTH 0 DEGREES 00 MINUTES 00 SECONDS WEST 82.50 FEET TO THE NORTH LINE OF SAID SECTION 28; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID NORTH LINE OF SECTION 28 A DISTANCE OF 161.97 FEET TO THE EAST LINE OF THE WEST 1046.00 FEET (AS MEASURED ALONG THE NORTH LINE THEREOF) OF SAID SECTION 28; THENCE SOUTH 0 DEGREES 26 MINUTES 27 SECONDS EAST, ALONG SAID EAST LINE OF THE WEST 1046.00 FEET A DISTANCE OF 4.00 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, PARALLEL WITH THE NORTH LINE OF SAID SECTION 28 A DISTANCE OF 80.38 FEET; THENCE SOUTH 0 DEGREES 00 MINUTES 00 SECONDS WEST, 305.66 FEET; THENCE SOUTH 35 DEGREES 44 MINUTES 31 SECONDS EAST, 437.87 FEET; THENCE SOUTH 16 DEGREES 37 MINUTES 00 SECONDS EAST, ALONG A LINE DRAWN PARALLEL WITH THE SOUTHWESTERLY LINE OF RIDGE ROAD AFORESAID, 261.42 FEET; THENCE NORTH 73 DEGREES 23 MINUTES 00 SECONDS EAST, 399.99 FEET TO THE SOUTHWESTERLY LINE OF RIDGE ROAD AFORESAID; THENCE NORTH 16 DEGREES 37 MINUTES 00 SECONDS WEST, ALONG THE SOUTHWESTERLY LINE OF RIDGE ROAD, 750.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

CONTAINING 396,446 SQUARE FEET OR 9.1011 ACRES.

Commonly Known as: One Indian Hill Road, Winnetka, Illinois.

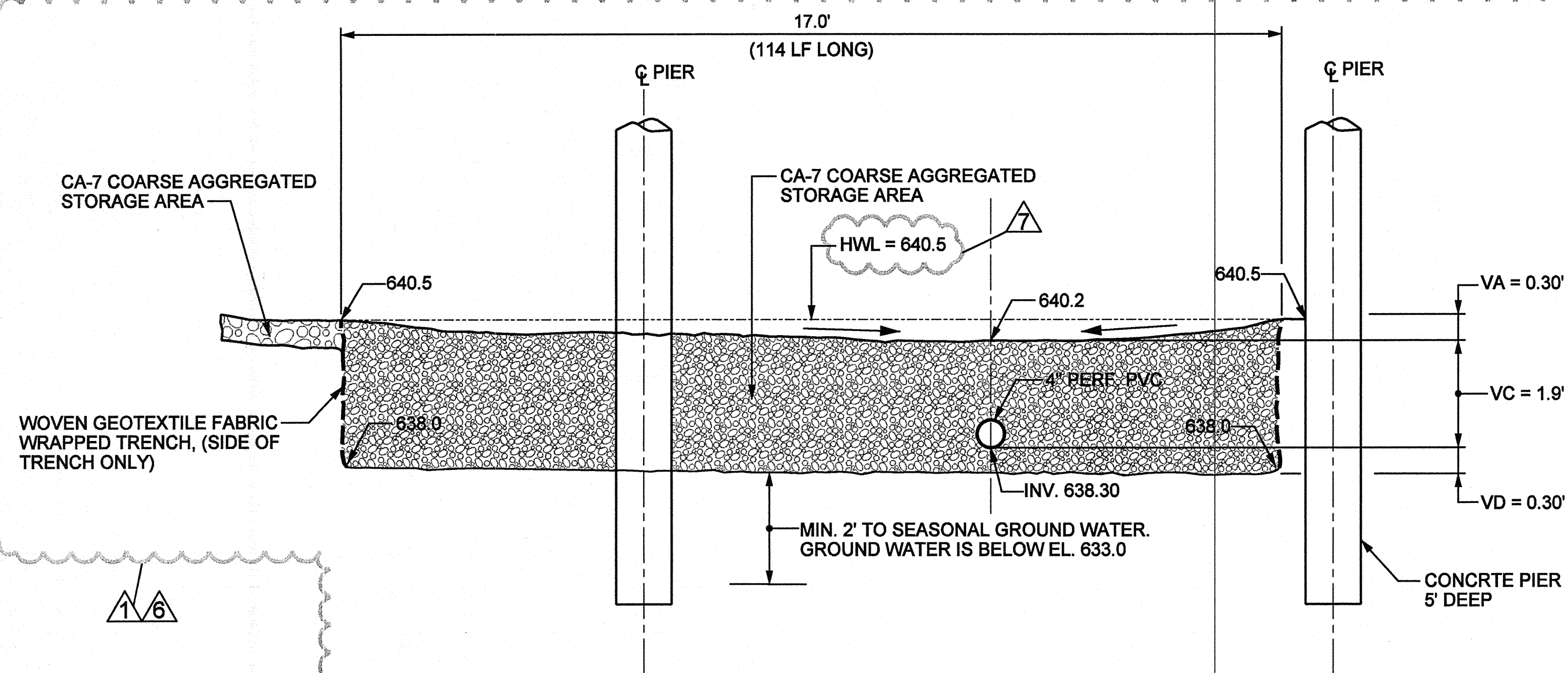
Permanent Real Estate Index No. 05-29-209-003-0000

EXHIBIT B

Plans

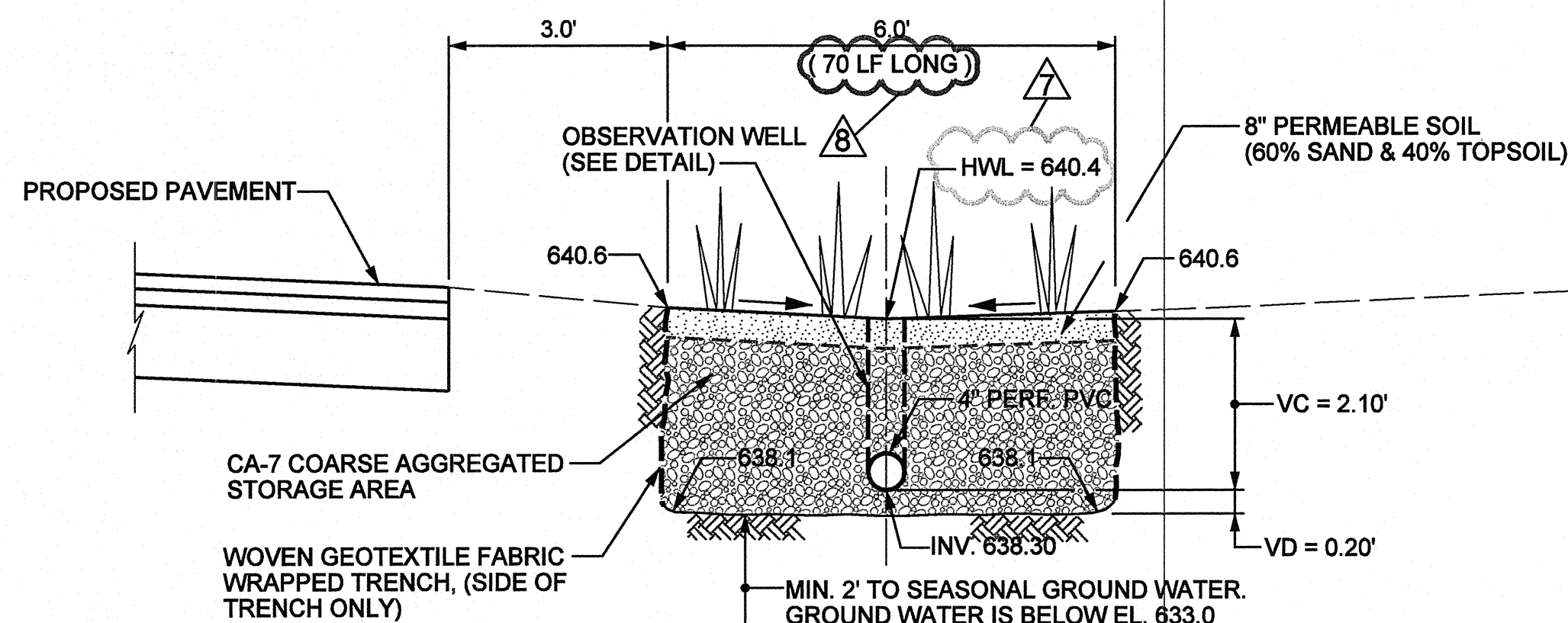
Sheet 6: Indian Hill Club Paddle Court Improvements and Additions, Utility Plan
dated 10-17-2017

Sheet 7: Indian Hill Club Paddle Court Improvements and Additions, Utility Plan
dated 10-17-2017



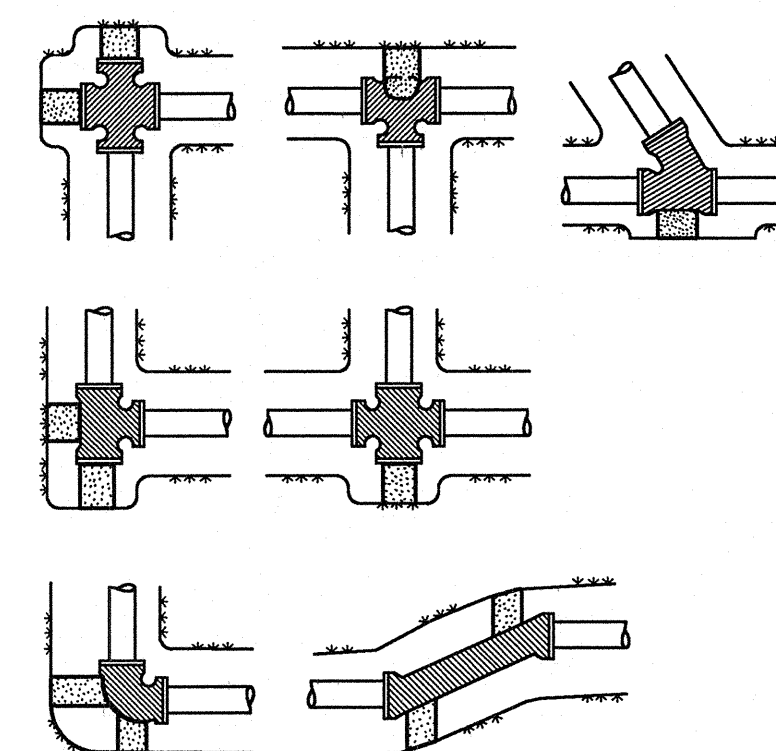
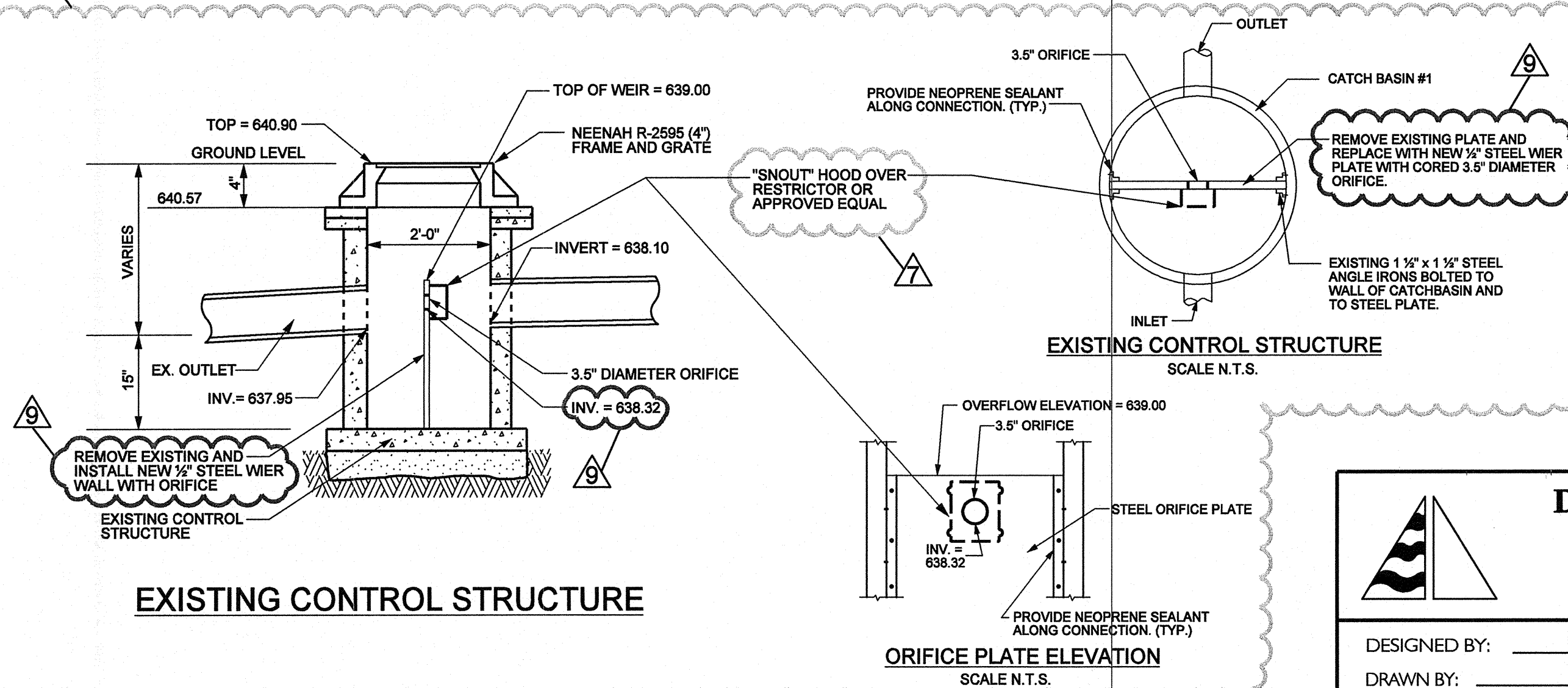
VOLUME TYPE	POROSITY	MEDIA VOLUME	STORAGE VOLUME	VOLUME PROVIDED
SURFACE STORAGE	1.00	VA = 290 CF	1.00 X VC	290 CF
COARSE AGG. (ABOVE INV.)	0.36	VC = 3682 CF	0.5 X 0.36 X VC	662.7 CF
COARSE AGG. (BELOW INV.)	0.36	VD = 581.4 CF	0.36 X VD	209.3 CF
TOTAL:				1162.0 CF

**BIORETENTION CROSS SECTION
(BELOW PADDLE COURTS)**
SCALE 1" = 2'



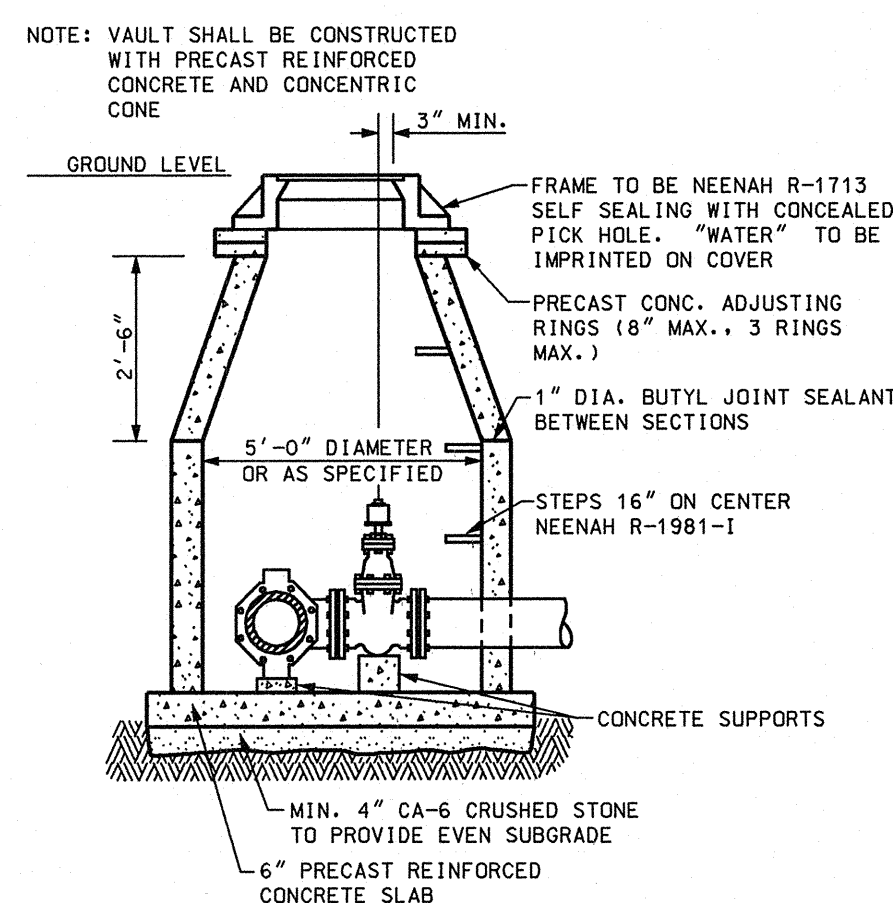
VOLUME TYPE	POROSITY	MEDIA VOLUME	STORAGE VOLUME	VOLUME PROVIDED
COARSE AGG. (ABOVE INV.)	0.36	VC = 882 CF	0.5 X 0.36 X VC	158.7 CF
COARSE AGG. (BELOW INV.)	0.36	VD = 84 CF	VD = 84 CF	30.2 CF
TOTAL:				188.9 CF

**BIORETENTION CROSS SECTION
(WEST OF PARKING LOT)**
SCALE 1" = 2'

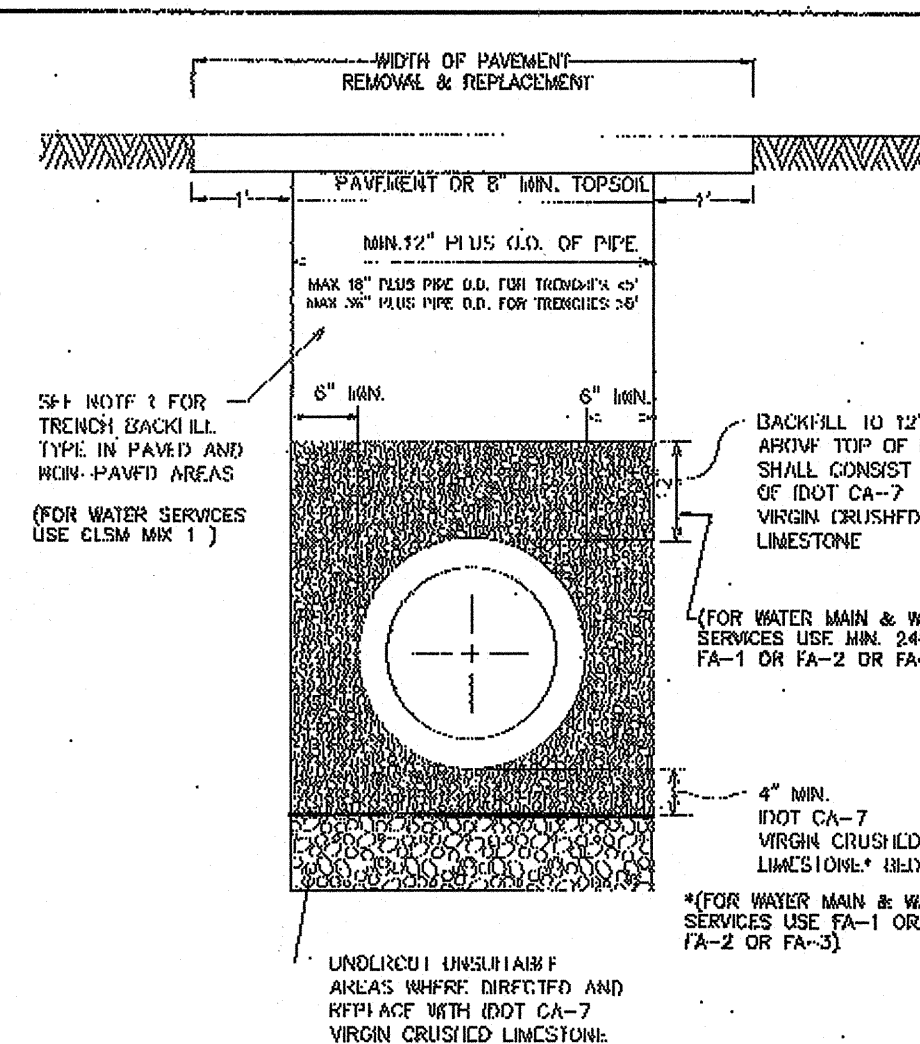


- NOTE:
1. ALL BENDS OF 22-1/2" AND LARGER SHALL BE BLOCKED USING CINDER BLOCKS AGAINST UNDISTURBED VERTICAL EARTH FACE.
 2. CONCRETE THRUST BLOCKING IS NOT PERMITTED.
- IN ADDITION TO THE ABOVE THRUST BLOCKING: ALL MECHANICAL JOINTS, BENDS OVER 10" AND FIRE HYDRANTS SHALL HAVE RESTRAINED JOINTS PER VILLAGE STANDARD.

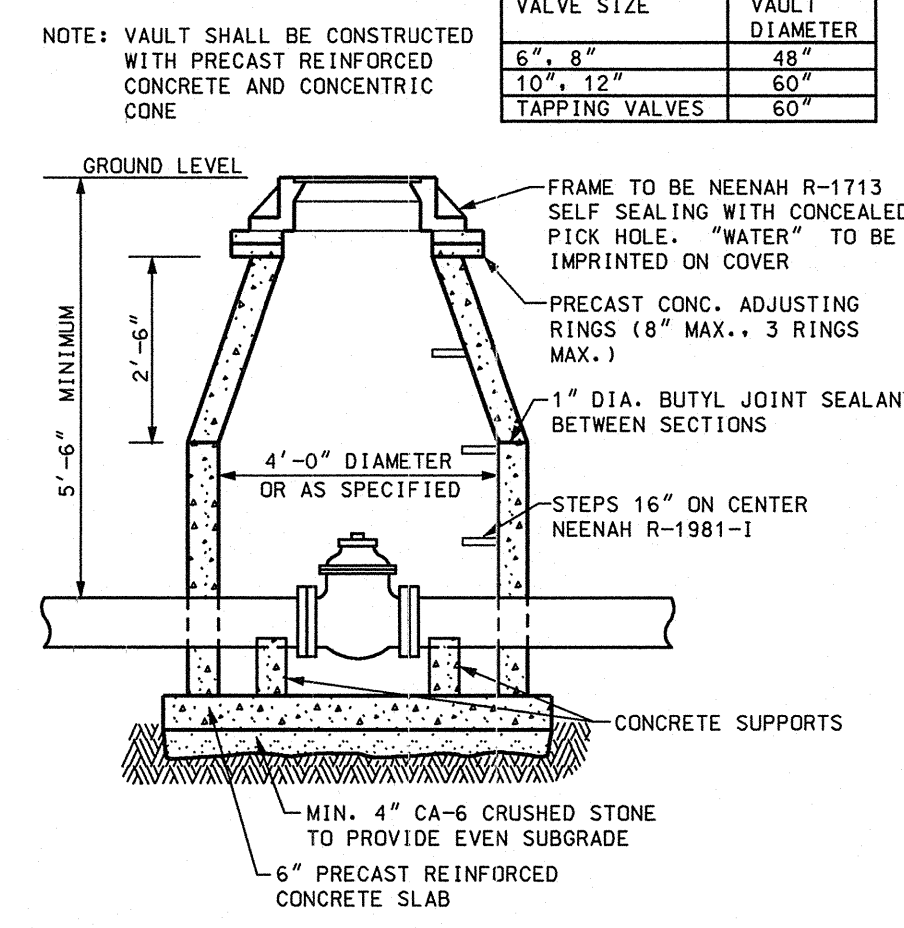
THRUST BLOCK



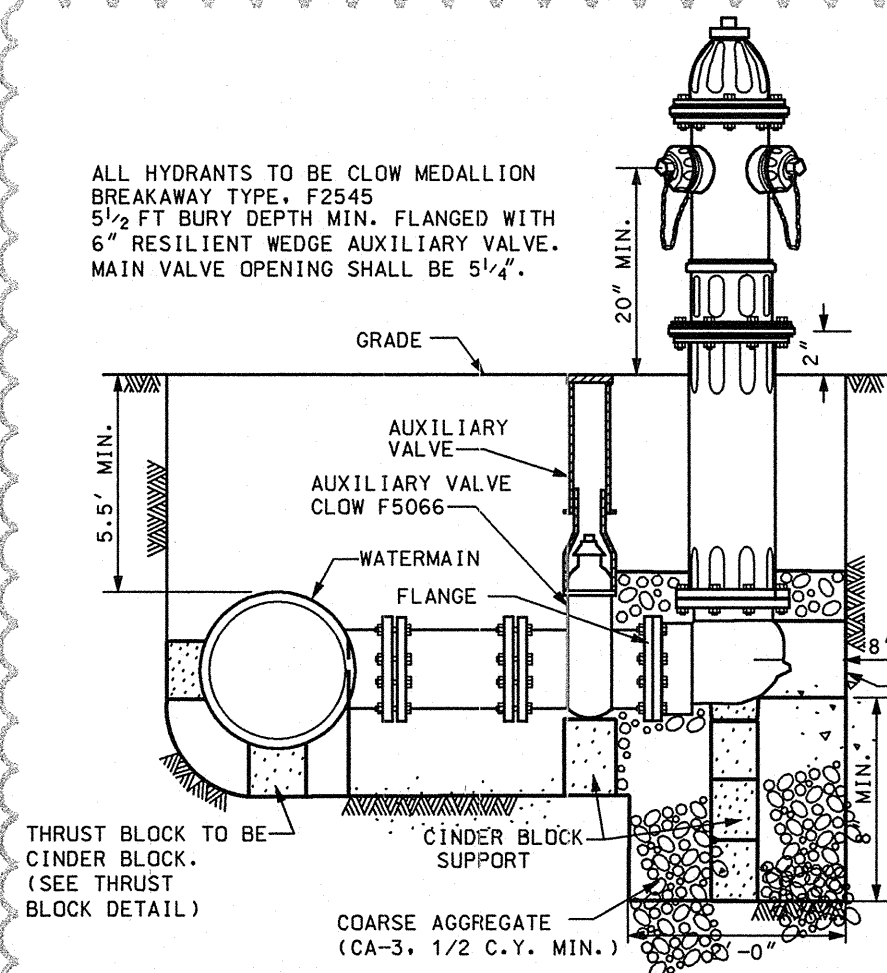
PRESSURE CONNECTION



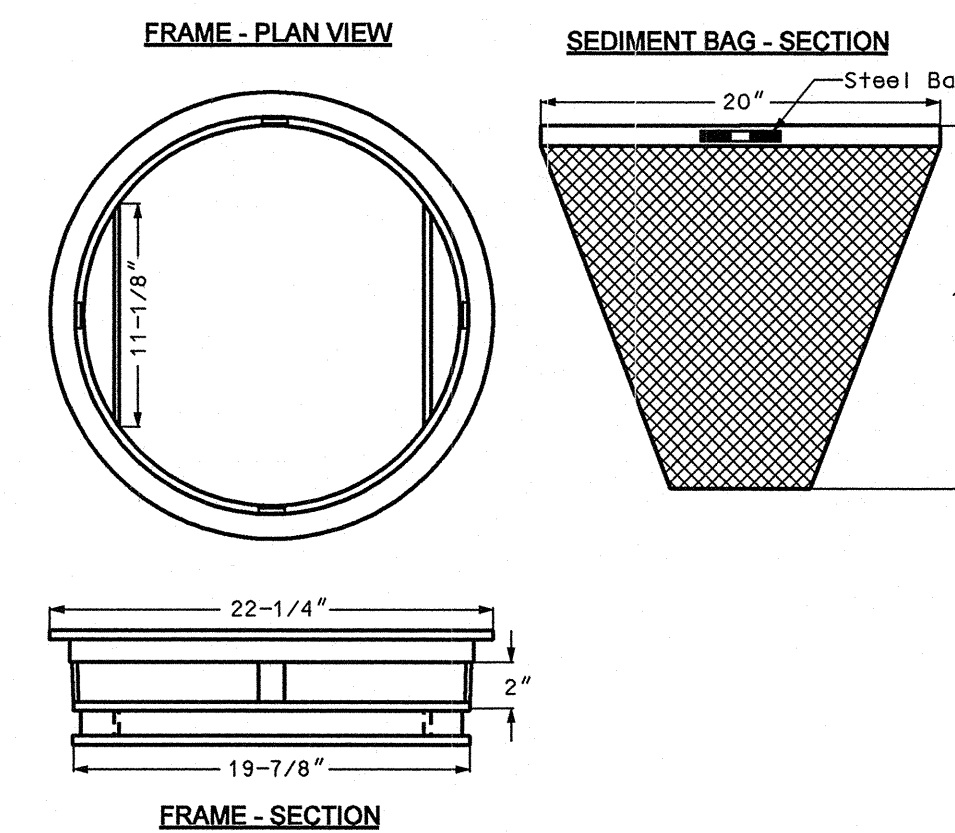
- NOTES:
1. TRENCH BACKFILL MATERIAL SHALL CONSIST OF CA-7 (VIRGIN CRUSHED LIMESTONE) UNDER PAVED AREAS OR WITHIN ZONE OF INFLUENCE, OR FA-1, FA-2 OR FA-3, IN NON-PAVED AREAS.
 2. ALL MATERIALS SHALL BE PROPERLY COMPACTED PER SPECIFICATIONS (MINI-DUMP OR WATER JETTING NOT ALLOWED)
 3. ALL TRENCH EXCAVATIONS SHALL MEET OSHA REQUIREMENTS
 4. ALL WATER MAINS & WATER SERVICES SHALL HAVE MIN. 5 FEET DEPTH OF COVER.
- DATE: 2-10-18 NOT TO SCALE
- TYPICAL PIPE TRENCH DETAIL



VALVE VAULT

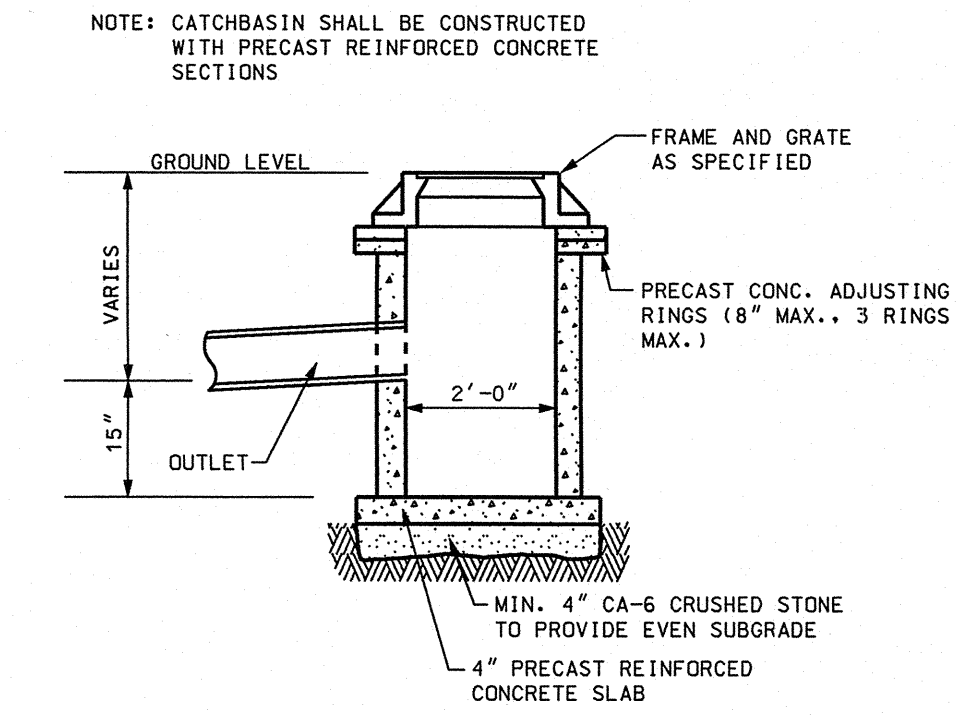


FIRE HYDRANT

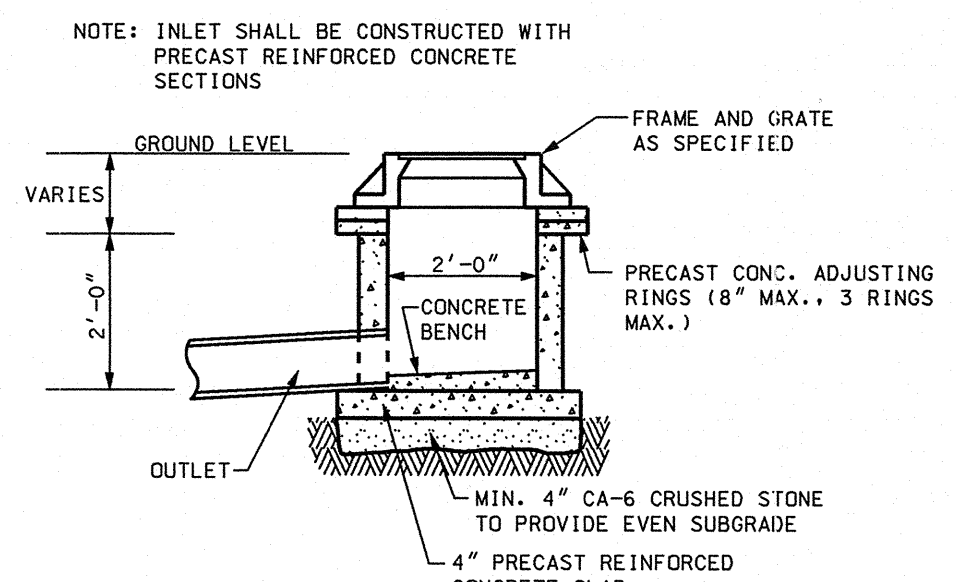


- GENERAL NOTES:
- Frame: Top flange fabricated from 1-1/4"x1-1/4"x1/8" angle. Base rim fabricated from 1-1/2"x1/2"x1/8" channel. Handles and suspension brackets fabricated from 1-1/4"x1/4" flat stock. All steel conforming to ASTM-A36.
- Sediment Bag: Bag fabricated from 4 oz./sq. yd. non-woven polypropylene geotextile reinforced with polyester mesh. Bag secured to base rim with a stainless steel strap and lock. Filter for other shape grates shall be approved in advance of placement by Village Engineering.

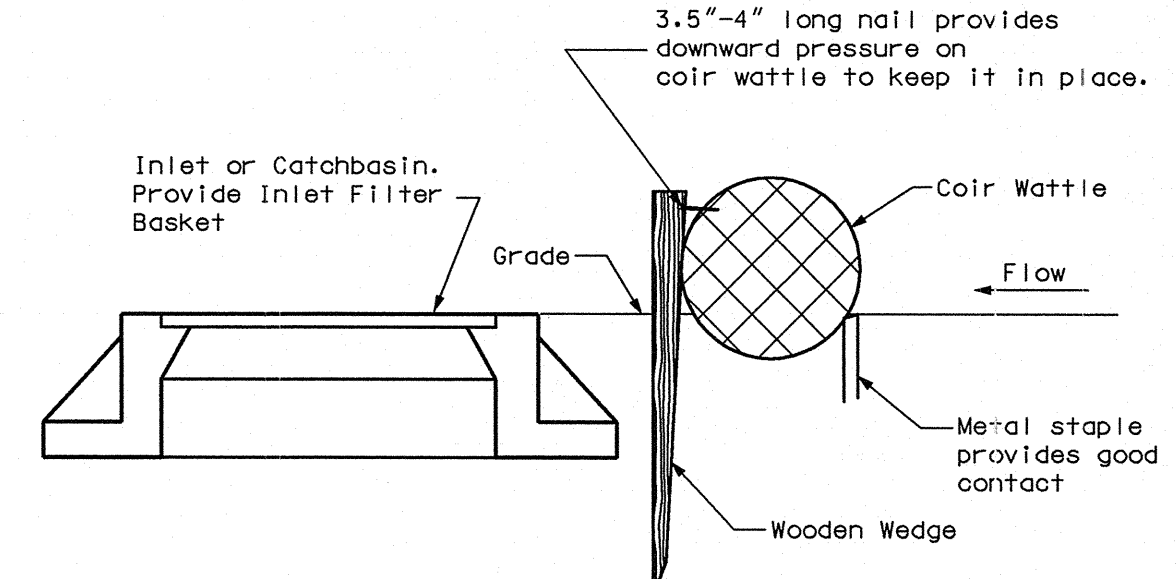
INLET FILTER FOR ROUND OPEN GRATE STRUCTURES



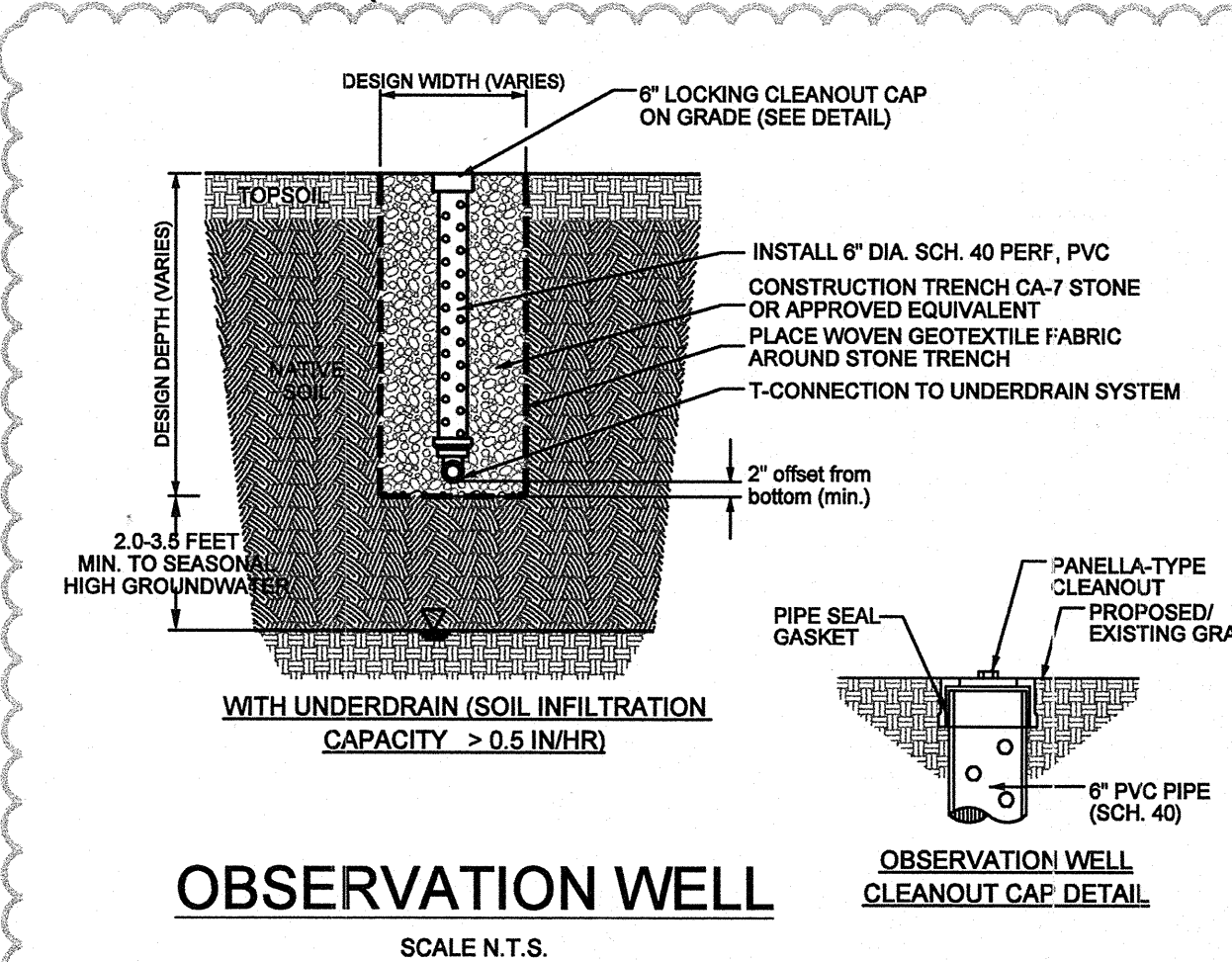
CATCHBASIN, TYPE C



INLET



COIR WATTLE
COCONUT FIBER ROLLED PRODUCT FOR INLET SEDIMENT CONTROL



OBSERVATION WELL

DANIEL CREANEY COMPANY
CONSULTING CIVIL ENGINEERS
450 SKOKIE BLVD. SUITE 105
NORTHBROOK, ILLINOIS (847) 480-5757

DESIGNED BY: R.H. CHECKED BY: R.H. SCALE: 1" = 20'
DRAWN BY: J.S. JOB NO.: 7641 BOOK:

INDIAN HILL CLUB
PADDLE COURT IMPROVEMENTS AND ADDITIONS
1 INDIAN HILL ROAD, WINNETKA ILLINOIS 60093

DETAILS

DATE	BY	REVISION
7-19-18	R.H.	ISSUED FOR CONSTRUCTION
7-3-18	R.H.	MWRD REVIEW
6-25-18	R.H.	MWRD REVIEW
6-19-18	R.H.	MWRD AND IDOT REVIEW
6-1-18	R.H.	MWRD REVIEW
5-4-18	R.H.	COOK COUNTY BLDG. & Z. REVIEW
4-20-18	R.H.	IDOT REVIEW
4-4-18	R.H.	COOK COUNTY BLDG. & Z. REVIEW
3-21-18	R.H.	IDOT REVIEW
3-12-18	R.H.	COOK COUNTY BLDG. & Z. REVIEW
3-8-18	R.H.	ISSUED FOR COOK COUNTY PERMIT
2-28-18	R.H.	VILLAGE OF WINNETKA REVIEW
1-17-18	R.H.	ISSUED FOR PERMIT

SHEET
7
OF 12

Project No. 7641

EXHIBIT C

Legal Description of the Easement Premises

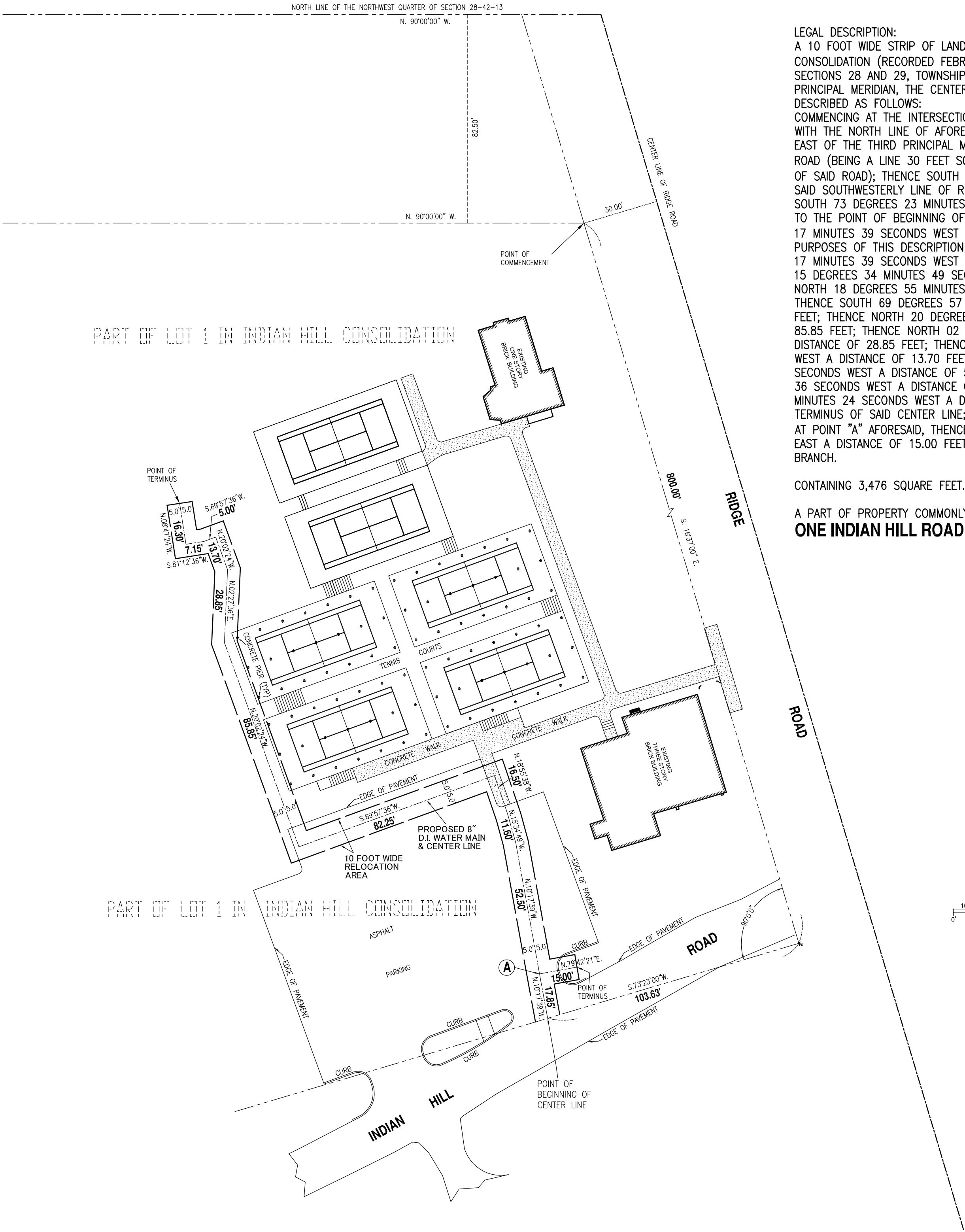
A 10 FOOT WIDE STRIP OF LAND, BEING A PART OF LOT 1 IN INDIAN HILL CONSOLIDATION (RECORDED FEBRUARY 15, 1923 AS DOCUMENT NO. 7809320), IN SECTIONS 28 AND 29, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, THE CENTER LINE OF SAID STRIP OF LAND BEING LOCATED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF A LINE 82.50 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF AFORESAID SECTION 28, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE SOUTHWESTERLY LINE OF RIDGE ROAD (BEING A LINE 30 FEET SOUTHWESTERLY AND PARALLEL TO THE CENTER LINE OF SAID ROAD); THENCE SOUTH 16 DEGREES 37 MINUTES 00 SECONDS EAST ALONG SAID SOUTHWESTERLY LINE OF RIDGE ROAD A DISTANCE OF 800.00 FEET; THENCE SOUTH 73 DEGREES 23 MINUTES 00 SECONDS WEST A DISTANCE OF 103.63 FEET TO THE POINT OF BEGINNING OF SAID CENTER LINE; THENCE NORTH 10 DEGREES 17 MINUTES 39 SECONDS WEST A DISTANCE OF 17.85 FEET TO POINT "A" FOR PURPOSES OF THIS DESCRIPTION; THENCE CONTINUING NORTH 10 DEGREES 17 MINUTES 39 SECONDS WEST A DISTANCE OF 52.50 FEET; THENCE NORTH 15 DEGREES 34 MINUTES 49 SECONDS WEST A DISTANCE OF 11.60 FEET; THENCE NORTH 18 DEGREES 55 MINUTES 38 SECONDS WEST A DISTANCE OF 16.50 FEET; THENCE SOUTH 69 DEGREES 57 MINUTES 36 SECONDS WEST A DISTANCE OF 82.25 FEET; THENCE NORTH 20 DEGREES 02 MINUTES 24 SECONDS WEST A DISTANCE OF 85.85 FEET; THENCE NORTH 02 DEGREES 27 MINUTES 36 SECONDS EAST A DISTANCE OF 28.85 FEET; THENCE NORTH 20 DEGREES 02 MINUTES 24 SECONDS WEST A DISTANCE OF 13.70 FEET; THENCE SOUTH 69 DEGREES 57 MINUTES 36 SECONDS WEST A DISTANCE OF 5.00 FEET; THENCE SOUTH 81 DEGREES 12 MINUTES 36 SECONDS WEST A DISTANCE OF 7.15 FEET; THENCE NORTH 08 DEGREES 47 MINUTES 24 SECONDS WEST A DISTANCE OF 16.30 FEET TO THE POINT OF TERMINUS OF SAID CENTER LINE; ALSO A BRANCH OF SAID CENTER LINE BEGINNING AT POINT "A" AFORESAID, THENCE NORTH 79 DEGREES 42 MINUTES 21 SECONDS EAST A DISTANCE OF 15.00 FEET TO A POINT OF TERMINUS OF SAID CENTER LINE BRANCH.

CONTAINING 3,476 SQUARE FEET.

A PART OF PROPERTY COMMONLY KNOWN AS: ONE INDIAN HILL ROAD, WINNETKA, ILLINOIS.

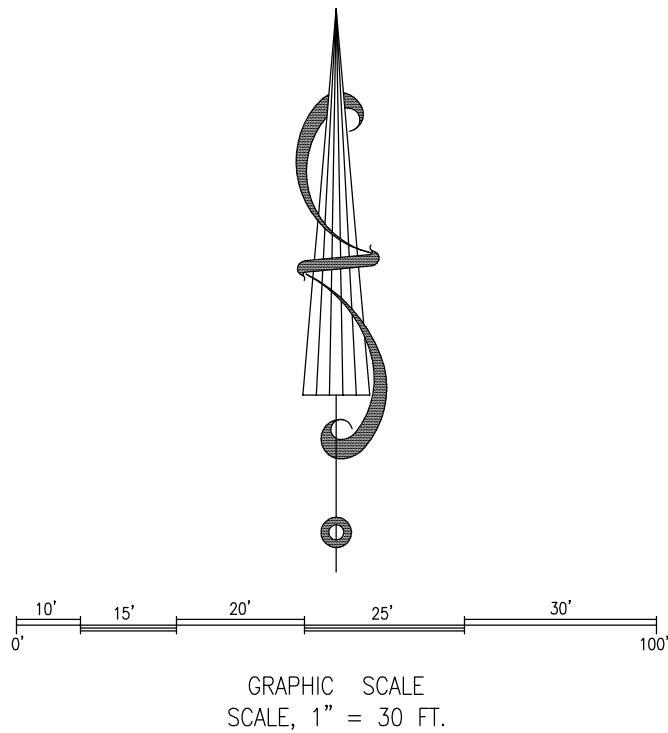
EXHIBIT FOR WATER MAIN RELOCATION AGREEMENT



LEGAL DESCRIPTION:
A 10 FOOT WIDE STRIP OF LAND, BEING A PART OF LOT 1 IN INDIAN HILL CONSOLIDATION (RECORDED FEBRUARY 15, 1923 AS DOCUMENT NO. 7809320), IN SECTIONS 28 AND 29, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, THE CENTER LINE OF SAID STRIP OF LAND BEING LOCATED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE INTERSECTION OF A LINE 82.50 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF AFORESAID SECTION 28, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE SOUTHWESTERLY LINE OF RIDGE ROAD (BEING A LINE 30 FEET SOUTHWESTERLY AND PARALLEL TO THE CENTER LINE OF SAID ROAD); THENCE SOUTH 16 DEGREES 37 MINUTES 00 SECONDS EAST ALONG SAID SOUTHWESTERLY LINE OF RIDGE ROAD A DISTANCE OF 800.00 FEET; THENCE SOUTH 73 DEGREES 23 MINUTES 00 SECONDS WEST A DISTANCE OF 103.63 FEET TO THE POINT OF BEGINNING OF SAID CENTER LINE; THENCE NORTH 10 DEGREES 17 MINUTES 39 SECONDS WEST A DISTANCE OF 17.85 FEET TO POINT "A" FOR PURPOSES OF THIS DESCRIPTION; THENCE CONTINUING NORTH 10 DEGREES 17 MINUTES 39 SECONDS WEST A DISTANCE OF 52.50 FEET; THENCE NORTH 15 DEGREES 34 MINUTES 49 SECONDS WEST A DISTANCE OF 11.60 FEET; THENCE NORTH 18 DEGREES 55 MINUTES 38 SECONDS WEST A DISTANCE OF 16.50 FEET; THENCE SOUTH 69 DEGREES 57 MINUTES 36 SECONDS WEST A DISTANCE OF 82.25 FEET; THENCE NORTH 20 DEGREES 02 MINUTES 24 SECONDS WEST A DISTANCE OF 85.85 FEET; THENCE NORTH 02 DEGREES 27 MINUTES 36 SECONDS EAST A DISTANCE OF 28.85 FEET; THENCE NORTH 20 DEGREES 02 MINUTES 24 SECONDS WEST A DISTANCE OF 13.70 FEET; THENCE SOUTH 69 DEGREES 57 MINUTES 36 SECONDS WEST A DISTANCE OF 5.00 FEET; THENCE SOUTH 81 DEGREES 12 MINUTES 36 SECONDS WEST A DISTANCE OF 7.15 FEET; THENCE NORTH 08 DEGREES 47 MINUTES 24 SECONDS WEST A DISTANCE OF 16.30 FEET TO THE POINT OF TERMINUS OF SAID CENTER LINE; ALSO A BRANCH OF SAID CENTER LINE BEGINNING AT POINT "A" AFORESAID, THENCE NORTH 79 DEGREES 42 MINUTES 21 SECONDS EAST A DISTANCE OF 15.00 FEET TO A POINT OF TERMINUS OF SAID CENTER LINE BRANCH.

CONTAINING 3,476 SQUARE FEET.

A PART OF PROPERTY COMMONLY KNOWN AS:
ONE INDIAN HILL ROAD, WINNETKA, ILLINOIS.



GENERAL NOTES:
All information provided to the surveyor is shown or noted hereon.
Compare all points before building by same and report any discrepancy at once.
Dimensions are shown in feet and decimal parts thereof, no dimension is to be assumed by scaling.

B.H. SUHR & COMPANY, INC.	
R. R. HANSEN MEMBER: I.P.L.S.A. N.S.P.S.	SURVEYORS ESTABLISHED 1911 450 SKOKIE BLVD. SUITE 105, NORTHBROOK, ILLINOIS, 60062 TEL. (847) 864-6315 / FAX (847) 864-9341 E-MAIL: SURVEYOR@BHSUHR.COM
LOCATION ONE INDIAN HILL ROAD, WINNETKA, IL	DATE: JANUARY 16 20 19
ORDER No. DCC 7641	ORDERED BY: DANIEL CREANEY COMPANY
Professional Design Firm License No. 184.008027-0008	
FC ©2019 B. H. Suhr & Company, Inc. All rights reserved.	

STATE OF ILLINOIS } ss.
COUNTY OF COOK }
This is to certify that the exhibit shown hereon was prepared from existing plats and plans for the purpose of describing and graphically depicting a water main relocation area.
By Raymond R. Hansen Dated JANUARY 16, 20 19
Raymond R. Hansen
Illinois Professional Land Surveyor No. 035-002542
License Expiration Date 11/30/20





Agenda Item Executive Summary

Title: Resolution No. R-44-2019: Purchase of Televising Truck Software Updates (Adoption)

Presenter: James J. Bernahl, Assistant Director of Public Works and Engineering

Agenda Date: 04/16/19

Consent: ☒ YES ☐ NO

- ☐ Ordinance
- ☒ Resolution
- ☒ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

2019 Budgeted Item

Executive Summary:

The Public Works Sewer Televising Truck, PW 46, was purchased in 2005 at a discounted rate as the vehicle was a 2003 demo vehicle. The Village purchased this vehicle for \$152,000 at a savings of approximately \$43,000. Most of the software and televising equipment presently in the vehicle is original and is considered outdated by the new National Association of Sewer Service Companies (NASSCO) standards.

The approved budget has allocated funds to update the existing software, licensing, and equipment in the truck. The new operating system will use the latest pipe scoring system for NASSCO and provide maps within the software that are integrated with the Village's GIS software.

The proposed improvements for the televising truck are considered a sole source purchase. Cues Inc., is a sole source provider of the "GraniteNet Asset Inspection and Decision Support software platform." The GraniteNet program is a leading sewer inspection software program that is used throughout the sewer industry. The Village currently uses and is recommending to continue to use in the future.

As part of the proposed software enhancement the Sewer Division will now be able to automatically transfer data collected in the field to the Public Works Office and synchronize the newly collected sewer imagery with the Villages GIS mapping. This interaction will allow for the immediate review of data from the field for emergency repairs. The proposed enhancement will also improve the coordination of field data and recommendations for repairs included in future contracts.

The improved ability to transfer data using the new NASSCO classification will ensure that the Village's sewer are inspected, rated, and prioritized for repairs consistently, also meeting MWRD requirements.

Executive Summary (continued):

The proposed improvements also include the ability to:

- Immediately burn video and pipe scoring information to a CD/DVD.
- Create reports using latest NASSCO pipe scoring methodology.
- Built in functionality to email findings or reports from the field.
- Unlimited still image capture and ability to print pictures of defects.
- Customized layouts and fields that can be specified to meet the Village's needs.
- Built in synchronization mechanism to allow precise data aggregation.
- The ability to take still images (snapshot photos) during playback in truck or office for sharing of information.
- Management capability to assign regular maintenance and repairs tasks through the program.

The Public Works Department has budgeted \$38,000, in Account 540.70.01-567 for the proposed improvements to the Sewer Televising Truck. The 2019 proposal received from Cues, Inc. is \$7,001 higher than originally budgeted. The original budgeted amount did not include some of the modules now included in the updated proposal which are recommended to improve the immediate transference of data.

Although the proposal is slightly higher than originally anticipated staff believes that considering the duration since the last software upgrade, the need to meet the current NASSCO standards, the proposed software enhancements, and improved interfacing with the Villages GIS system staff would recommending approving the proposal; Account No. 540.70.01-567 does have available funds to accommodate the approval of this increase.

Recommendation:

Consider adopting Resolution No. R-44-2019, awarding a purchase order to Cues, Inc. for the upgrading of sewer inspection software modules and equipment for the Village's sewer televising vehicle for an amount not to exceed \$45,001.

Attachments:

- Resolution No. R-44-2019
- Proposal from Cues, Inc.

RESOLUTION NO. R-44-2019

**A RESOLUTION WAIVING BIDDING AND APPROVING THE PURCHASE OF A
TELEVISIONING TRUCK SOFTWARE UPGRADE FROM CUES, INC. FOR**

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka ("**Village**") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the Village's Department of Public Works has a sewer televising truck, which uses the "GraniteNet Asset Inspection and Decision Support Software Platform" ("**Software**") to televise and assess the Village's sewer infrastructure; and

WHEREAS, the Village's Software is out of date and in need of an upgrade ("**Software Upgrade**"); and

WHEREAS, pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code the bidding requirements may be waived for contracts which by their nature are not adaptable to competitive bidding; and

WHEREAS, Cue, Inc. ("**Contractor**") is the only company that provides the Software Upgrade; and

WHEREAS, pursuant to Sections 4.12.010.A and Sections 4.12.010.C of the Village Code, the Village Council has determined that it is in the best interests of the Village to waive competitive bidding and approve the purchase of the Software Upgrade from the Contractor;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: WAIVER OF COMPETITIVE BIDDING. Pursuant to Sections 4.12.010.A and 4.12.010.C of the Village Code and the Village's home rule authority, the Village Council waives the requirement of competitive bidding for the procurement of the Software Upgrade.

SECTION 3. APPROVAL OF PURCHASE. The Village Council hereby approves the purchase by the Village of the Software Upgrade from the Contractor in the total amount of \$45,001.00.

SECTION 4. AUTHORIZATION TO PURCHASE. The Village Council authorizes and directs the Village President, the Village Manager, and the Village Clerk to execute and attest, respectively, on behalf of the Village, all documents approved by the Village Manager and necessary for the purchase of the Software Upgrade authorized in Section 3 above.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval by the vote of two-thirds of the Trustees.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

The Standard of the Industry



March 21st, 2019

Mr. Mike Rivard
Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093
Office: 847-417-3264
Fax: 8477163599
mrivard@winnetka.org

RE: GraniteNet Software Quote

Mr. Mike Rivard:

Thank you for the opportunity to quote the GraniteNet Asset Inspection and Decision Support software platform from CUES, the most trusted brand in North America for pipeline inspection technology.

For more than a decade, CUES has supplied the industry with the most innovative and extensible software platform available to help utilities and contractors alike achieve their regulatory and productivity goals. Our clients demand software that is able to be customized to meet their needs while supporting the process flows unique to their organization. GraniteNet offers unmatched flexibility to create many different types of inspections in addition to CCTV assessments such as cleaning inspections, smoke test inspections, GPS surveys, inclination surveys, hydrant inspections, light pole inspections etc. Additionally, this new software platform offers a very simple User Interface to allow people to quickly become proficient users, often in a matter of minutes.

For those organizations that desire more advanced capabilities such as GIS map (ESRI/Cartegraph) integration, CMMS integration (Cityworks, Maximo, Infor Hansen), User Management controls, enterprise database support (Oracle & SQL), a Web-based Portal, custom Scoring formulas, etc., the CUES GraniteNet software platform can meet the needs of the Village of Winnetka now or in the future as the requirements evolve.

The following is a short description of each GraniteNet software package and the suggested optional modules to be included in the software package for the Village of Winnetka. Items showing the discounted amount in red are items that are currently owned by the City and are being upgraded from Granite XP to GraniteNet at no additional cost. Items without the discounted amount in red are software modules and services not previously owned or used by the Village of Winnetka, hence not eligible for no cost upgrade under our software support plan policy.

Please feel free to contact me with any questions, comments or concerns.

Sincerely,
Jay Freeman
jfreeman@cuesinc.com
Mobile: (407) 340-1004
Skype: freeman.jay93

GraniteNet Inspection Premium Package

GraniteNet Premium captures a wide array of data and video from robotic transporters deployed in pipelines. It is highly specialized and customizable, yet simple enough for users to learn to operate quickly.

GraniteNet has many advantages which are critical to deploying a comprehensive Capacity Assurance, Management, Operation, and Maintenance program (CMOM) that is aligned with Federal regulations. Below are some of the key features offered by the software:

- Asset based architecture
- Dynamic pipe graphs are navigable to any observation within the inspection
- CD/DVD burning
- Synchronization
- Out-of-the-box Reporting
- Reports available in HTML, ASCII and PDF formats along with the standard printed reports
- Built-in functionality to email report
- Unlimited still images can be captured (dependent upon hard drive space)
- User customizable screen layouts and mandatory fields can be specified to meet client specifications
- Built in synchronization mechanism to allow precise data aggregation
- The ability to take additional still images (snapshots) during playback in the truck or the office
- Tasks can be assigned and managed throughout the system

The Premium Inspection License includes the following components: GraniteNet Basic, Core Basic, Core Advanced, Main Inspection Module, Analog Video Recording Module Mainline, Video Indexing Module, Titling, Distance Acquisition, Still Image Capture Module, and Data Transfer.

GraniteNet Office Software License

Used primarily by engineers and supervisors, the Office Edition allows CCTV inspection records to be edited and changed upon subsequent review. This edition has the ability to generate reports, allow users to modify inspections and observations gathered in the field, synchronize inspections, capture images from playback, view mapped data, and import/export map data.

GraniteNet ESRI Interface Module

Developed by CUES as a registered business partner with ESRI, this optional module for GraniteNet allows users to be able to point and click on an asset from within the GraniteNet integrated map. After clicking on the asset, the asset and inspection panes are automatically populated with the asset's attribute information. The operator may initiate an inspection by simply selecting the asset on the map and right-clicking. The GraniteNet ESRI Interface also provides the ability to create a new asset in the field. The system is able to collect, store, display, manipulate and analyze data, and then link the information to the ESRI ArcGIS map file. The software provides a chronological record of every inspection completed on the asset.

GraniteNet ESRI Import Module

This optional module for GraniteNet provides a bi-directional interface between ESRI ARCGIS 10.X and the GraniteNet software. This module enables GIS features to be imported directly into GraniteNet where they can be used to verify and validate the location of utility assets.

GraniteNet ESRI Implementation

The implementation service of ESRI maps and map data within CCTV operations includes integration consultation, documentation, and training with the client's office staff by a CUES software division implementation specialist in accordance with the unique business requirements of the organization. CUES will work with an appointed resource/project manager from the organization to define the goals and then collaboratively create the standard operating procedures desired by the organization. Before a CUES technical resource is assigned to the implementation project, a GraniteNet ESRI Pre-Implementation Checklist must be completed by the client and submitted to CUES. Once it is received by CUES and verified that all prerequisites are met to begin the work, the appropriate implementation specialist Project Manager from CUES will be assigned to the client and the project shall be scheduled based on the order in which the Checklist was received. Due to the fluctuating availability of resources needed by both parties to complete the implementation, the actual start date for the project may vary. Generally, CUES is able to start implementations within a reasonable period from the date of receipt of a completed Pre-Implementation Checklist, but there are exceptions and no guarantee can be made as to the exact date for when the project will kick off. CUES, however, will make every effort to quickly and efficiently initiate the implementation services as soon as possible.

GraniteNet Lateral Inspection Module

The Lateral Inspection Module is used to capture, view, edit, and/or create new lateral inspections. A user can create mainline/lateral inspections with the following capabilities:

- Capture automatic footage and titling
- Perform certified NASSCO LACP standard inspections
- Display the Mainline Asset data associated with the Lateral Asset
- Create new lateral inspections on-the-fly or a new lateral inspection based on an existing asset
- Display lateral asset information as well as edit and/or create a new lateral asset ID
- Save and create a new lateral inspection directly from the new lateral asset
- View, edit, or create new lateral inspections while performing a mainline TV inspection
- Display the mainline TV inspection from which the lateral inspection was initiated
- Initiate a lateral inspection in the downstream or upstream direction, depending on requirements
- Display a graphical representation of the inspection details along with the lateral observations

GraniteNet CUES Pipescore for NASSCO Module

The CUES Total Pipe Score for NASSCO Module calculates a supplemental pipe score using a proprietary CUES algorithm for inspections that use NASSCO's PACP, LACP, or MACP codes. The Total Pipe Score rating is calculated using a specialized formula that weighs the number (or density) of defects relative to either the entire length of the pipe or a specific segment length of the pipe to calculate an overall pipe score value from 0 to 100, with 0 being a perfect pipe and 100 the worst pipe.

GraniteNet Scheduler Module

The GraniteNet Scheduler Module allows users to schedule the transfer of CCTV data and media files to perform database synchronization automatically. At specific times set by the administrator, usually each day after working hours when the network is less burdened, the office can automatically import completed inspections from the truck to the office and synchronize incomplete inspections from the office to the truck to automate the transfer and archival of data on a daily, weekly or monthly schedule. On a daily basis, supervisors can get their completed inspections sent in and CCTV crews can come to work and find their new, incomplete inspections waiting for them to get started out in the field. In addition to selecting complete or incomplete inspections, users will be able to create scheduled transfer tasks with specific pre-set filters to intelligently identify specific data to be transferred such as "inspections by" pipe type, operator, severity, date range, etc. Users can also schedule to send the data to an alternative destination for backup, third party review, regulatory requirement, etc. In a typical configuration, the service is activated and started from a network-connected office machine which has GraniteNet and the GraniteNet Scheduler Module installed on it. The service will sequentially poll each vehicle and perform the synchronization tasks automatically.

The GraniteNet Scheduler can also automate report generation and GIS data import and export.

Granite XP to GraniteNet Legacy Data Conversion

The Granite XP to GraniteNet Conversion is a onetime consulting service to migrate Mainline, Lateral, and/or Node Inspection data from a single Granite XP database to a blank GraniteNet Database. The migration will include all Assets, Organizations, Employees, Code Systems, Inclination Data, Sonar Data, DUC Video, Analog Video, and images. The integrity of the database will be verified before and after the migration process.

GraniteNet Premium Inspection Annual Support Plan

The annual Support Plan provides the following technical support services to ensure continuous productivity and up time in the field:

- Perpetual, free upgrades available online for download for the most current versions of your GraniteNet Software to match the latest Microsoft Windows version you may have including the latest technical documentation
- Professional telephone support Monday through Friday 8:00 AM to 5:00 PM ET
- Remote Online Technical Support**
- Access to online support services including FAQ's, the CUES knowledge base, User Forums and Video Tutorial
- Online review sessions with support specialists at pre-scheduled, mutually convenient times to review the proper use of the software including advanced administration and best practices

**Additional charges not covered by the Support Plan may apply such as hardware upgrades, data conversion services and re-implementation fees*

***Certain elements of the support plan requires internet access*

GraniteNet Office Annual Support Plan

The annual Support Plan provides the following technical support services to ensure continuous productivity and up time in the field:

- Perpetual, free upgrades available online for download for the most current versions of your GraniteNet Software to match the latest Microsoft Windows version you may have including the latest technical documentation
- Professional telephone support Monday through Friday 8:00 AM to 5:00 PM ET
- Remote Online Technical Support**
- Access to online support services including FAQ's, the CUES knowledge base, User Forums and Video Tutorial
- Online review sessions with support specialists at pre-scheduled, mutually convenient times to review the proper use of the software including advanced administration and best practices

**Additional charges not covered by the Support Plan may apply such as hardware upgrades, data conversion services and re-implementation fees*

***Certain elements of the support plan requires internet access*

Pricing follows on next page.

Part#	GraniteNet Software & Services	Price	Qty.	Subtotal	Discount	Actual
New Asset(s) or Existing Asset(s) are shown in <i>blue italic</i> below for reference						
GN901	GraniteNet Inspection Premium Package including: Core Advanced, Core Advanced Features, Core Basic Features, Main Inspection Module, Distance Acquisition, Video Indexing Module, Video Recording Module Mainline, Still Image Capture Module, GraniteNet Titler Module, Data Transfer Module, Management Console, CUES Standard Module <i>500160</i>	\$14,000	1	\$14,000	(\$14,000)	\$0
GN904	GraniteNet Office Software License including: Core Advanced, Core Advanced Features, Core Basic Features, Main Inspection Module, Video Indexing Module, Still Image Capture Module, Data Transfer Module, Management Console, CUES Standard Module <i>503374</i>	\$1,250	1	\$1,250	(\$1,250)	\$0
GN521	GraniteNet ESRI Interface Module <i>500160</i>	\$7,895	1	\$7,895	(\$2,888)	\$5,007
GN523	GraniteNet ESRI Import Module <i>503374</i>	\$2,005	1	\$2,005	(\$733)	\$1,272
GN576	GraniteNet ESRI Implementation <i>NEW</i>	\$4,500	1	\$4,500		\$4,500
GN512	GraniteNet Lateral Inspection Module <i>500160</i>	\$2,950	1	\$2,950	(\$2,950)	\$0
GN509	LACP Module <i>500160</i>	\$0	1	\$0		\$0
GN506	GraniteNet CUES Pipescore for NASSCO Module <i>500160</i>	\$995	1	\$995	(\$364)	\$631
GN522	GraniteNet Scheduler Module <i>503374</i>	\$1,495	1	\$1,495	(\$547)	\$948
GN550	Granite XP to GraniteNet Legacy Data Conversion <i>503374</i>	\$1,600	1	\$1,600		\$1,600
GN536	GraniteNet Premium Inspection Annual Support Plan <i>500160</i>	\$1,800	1	\$1,800		\$1,800
GN538	GraniteNet Office Annual Support Plan <i>503374</i>	\$350	1	\$350		\$350
GN666	Hardware Total <i>NEW</i>	\$43,442	1	\$43,442	(\$15,887)	\$27,555
8800002	On Site Training <i>NEW, NEW, NEW</i>	\$703	3	\$2,109	(\$771)	\$1,338
Grand Total						\$45,001

Part#	GraniteNet Software & Services	Price	Qty.	Subtotal	Discount	Actual
New Asset(s) or Existing Asset(s) are shown in <i>blue italic</i> below for reference						
Component List: Equipment to be supplied: Summit Components Note: The following equipment is to be installed in customer supplied Unit. Equipment and Interior modifications include only those items listed below. Equipment shall use the existing electrical power source wiring including breaker panel. The proposed system assumes that air conditioning, heating, and normal lighting will be provided by systems already installed on the vehicle. Please be aware that this proposal does not include the repair or maintenance of any existing systems or components on the vehicle to be supplied 1 LABEL,"LAMPI", INTERFACE, JNCTION BOX 1 LABEL,"TV", INTERFACE, JUNCTION BOX 1 CABLE ASSY, ADAPTER, K2 LAT, FTG>LMPI 1 RETRO KIT FOR REEL CONTROLLER 1 AUTO PAYOUT RETROFIT KIT [GOLD] 1 PCU ASSEMBLY [RACK MOUNT] 1 CCU ASSEMBLY [RACK MOUNT] 1 Alpha Numeric Information Display, with Multi Paging and Defect Coding 1 Remote "QWERTY" Keyboard 1 On Screen Footage Display 1 TEST CABLE 1 8.7" MINI KEYBOARD 1 BRACKET, LOGITECH CONTROLLER, K2 1 WIRED & WIRELESS USB CONTROLLER 1 Joystick Control for Pan and Tilt Zoom Camera to Include: 1 360 Degree Rotate 1 330 Degree Optical Pan 1 Joystick Control for All Steering Functions & Forward / Reverse Directions for Transporter 1 Camera Lift Control for Optional Electronic Camera Lift 1 All Other Controls for Camera to Include: 1 Camera Iris and Focus Override & Zoom 1 Camera Lights & Shutter Control for Light Enhancement 1 Camera Diagnostics & Auto Home 1 Cruise Control to Set Speed of the Transporter for Hands off Operation 1 All Reel Controls to Include: Retrieve, Release, and Variable Speed 1 COMPUTER ONLY [NO Granite SOFTWARE] TO INLCUDE (MINIMUM): 1 Motherboard with LGA 1151 Socket and Intel Z270 Chipset 1 Intel Core i7-6700K 4.0 GHz Processor 1 8 GB of DDR4 (Double Data Rate) 2133 RAM 1 USB Video Capture Device for MPEG 1 / 2 / 4 / WMV 1 Video Display Adapter, 2GB, HDMI, DVI, VGA 1 LAN, On Board Network Connections, 10 / 100 / 1000 Mbps 4 USB 2.0 Ports 4 USB 3.0 Ports 2 USB 3.1 Ports 2 RS232 Serial Com Ports 1 Bluetooth v4.0 1 WiFi MU-MIMO 802.11 a/b/g/n/ac dual frequency band 2.4/5 GHz 5 On Board Audio Ports 1 DVD + / - RW DVD Burner 20x / CD - RW 40x Internal Optical Drive 1 1 TB (7,200 RPM) SATA Hard Drive 1 250 GB M.2 Solid State Drive 1 500 Watt 1U ATX Power Supply 1 Industrial Hardened Case Slim 2U Design for 19" Rack 1 Windows 10 Professional 64-bit Operating System 1 HP OFFICEJET COLOR PRINTER 1 USB BLACK COMPUTER KEYBOARD AND MOUSE 1 UPS TO INCLUDE THE FOLLOWING: 1 Input 120-Volt / Output 120-Volt 1 Cord Management Straps 1 GRAY BLANK PANEL KIT FOR 2U COMPUTER RETRO 1 RETRO HARDWARE KIT FOR SUMMIT 1 PICK UP & DELIVERY TRUCK -ILLINOIS						



Agenda Item Executive Summary

Title: Resolution No. R-45-2019: Approving an Easement Agreement for the Maintenance of a Water Main at 70 & 77 Indian Hill Road (Adoption)

Presenter: Brian Keys, Director of Water & Electric

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☒ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

None

Executive Summary:

An existing 6" water main bisects the 70 & 77 Indian Hill Road properties. Although outside the corporate limits, the Village provides water service to this unincorporated residence and owns the water main that crosses the property. The water main is located within an easement and the current owners of the properties, Mr. & Mrs. Burns, have recently constructed concrete foundations and stone patios over portions of the water main during renovation of the house and construction of an auxiliary building. The water main is no longer accessible for repair. Rather than revise the patio designs and remove the structures from the easement, the owners have agreed to relocate the water main at their expense in accordance with the requirements of the Water & Electric Department. The water main is required to serve other customers in the unincorporated area. When the installation is complete, the Village will vacate the existing easement.

The Village Attorney has prepared an Easement Agreement for the proposed location of the new water main on the customer's property. Resolution No. R-45-2019 approves the agreement and authorizes the Village President to execute, and the Village Clerk to attest, the document.

Recommendation:

Consider adoption of Resolution No. R-45-2019, approving an Easement Agreement for the maintenance of a water main at 70 & 77 Indian Hill Road.

Attachments:

Resolution No. R-45-2019

RESOLUTION NO. R-45-2019

**A RESOLUTION APPROVING AN EASEMENT AGREEMENT
FOR THE MAINTENANCE OF A WATER MAIN
(70 and 77 Indian Hill Road, Wilmette, Illinois)**

WHEREAS, the Village of Winnetka (“**Village**”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Caroline Burns and Michael Burns (collectively, the “**Owners**”) are the owners of the properties located at 70 and 77 Indian Hill Road, Wilmette, Illinois (collectively, the “**Properties**”); and

WHEREAS, the Village owns and maintains an underground water main that crosses the Properties, which water main is located in an easement dedicated to the Village (“**Existing Easement**”); and

WHEREAS, the Owners have constructed improvements on the Existing Easement, obstructing the water main; and

WHEREAS, the Village agreed to hold in abeyance the enforcement of its Existing Easement rights, subject to the conditions that the Owners relocate the water main and grant the Village a new easement pursuant to an easement agreement with Owners (“**Easement Agreement**”); and

WHEREAS, the Village Council has determined that it will serve and be in the best interests of the Village and its residents to enter into the Easement Agreement with Owners;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL OF EASEMENT AGREEMENT. The Village Council hereby approves the Easement Agreement by and between the Village and Owners in substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Attorney.

SECTION 3: AUTHORIZATION TO EXECUTE EASEMENT AGREEMENT. The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and seal, on behalf of the Village, the final Easement Agreement.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law and only after the Village Director of Water and Electric accepts the newly constructed water main on behalf of the Village.

April 16, 2019

R-45-2019

ADOPTED this April 16, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A
EASEMENT AGREEMENT

**PREPARED BY AND AFTER
RECORDING RETURN TO:
Peter M. Friedman
Holland & Knight LLP, 30th Floor
Chicago, IL 60603**

For Recorder's Use Only

NON-EXCLUSIVE UTILITY EASEMENT AGREEMENT
(70 and 77 Indian Hill Road, Wilmette, Illinois)

THIS AGREEMENT is dated as of this ____ day of _____, 2019,
by and among the Village of Winnetka, an Illinois home rule municipal corporation
(the “Village”), and Caroline Burns and Michael Burns (collectively, the “Owners”).

IN CONSIDERATION OF the mutual covenants and agreements set
forth herein and pursuant to the Village's home rule powers, the parties hereto
agree as follows:

1. **BACKGROUND.**

A. Caroline Burns and Michael Burns are the owners of certain
real estate commonly known as 77 Indian Hill Road, Wilmette, Illinois, which real
estate is legally described in Exhibit A attached to this Agreement (“77 Indian Hill
Property”).

B. Caroline Burns is the owner of certain real estate commonly known as 70 Indian Hill Road, Wilmette, Illinois, which real estate is legally described in Exhibit A attached to this Agreement (“70 Indian Hill Property”) (the 70 Indian Hill Property and the 77 Indian Hill Property are, collectively, the “Subject Properties”).

C. Portions of the Subject Properties are located in the Village of Wilmette, Illinois, and portions of the Subject Properties are located outside of the corporate boundaries of the Village of Wilmette in unincorporated Cook County.

D. Each of the Subject Properties is currently improved with a single-family residence.

E. The Owners and the Village have determined that it is in their respective best interests to enter into this Agreement in order to provide the Village with a sufficient property interest in the Subject Properties to fulfill the purposes described herein.

2. **GRANT AND USE OF EASEMENT.** The Owners grant, convey, warrant, and dedicate to the Village a perpetual easement in, at, over, along, across, through, upon, and under that portion of the Subject Properties legally described on Exhibit B attached to, and by this reference made a part of, this Agreement (the “Easement Premises”) and depicted in Exhibit C attached to, and by this reference made a part of this Agreement, to survey, construct, operate, use, maintain, own, test, inspect, repair, remove, and replace or abandon in place (collectively the “Installation”) a water main and any appurtenances thereto (the “Facilities”),

together with all reasonable rights of ingress and egress over, along, across, and upon the Subject Properties necessary for the exercise of the rights granted herein. The Village shall, at its sole cost and expense, complete any Installation of the Facilities in a good and workmanlike manner.

3. **HOLD HARMLESS.** The Village agrees to hold the Owners harmless from all claims, causes of action, suits, damages, or demands that arise directly from the Installation of the Facilities performed by the Village on the Easement Premises.

4. **RESERVED RIGHT.** The Owners reserve the right to use the Easement Premises in any manner that will not prevent or interfere in any way with the exercise by the Village of the rights granted herein; provided, however, that the Owners shall not permanently or temporarily improve or obstruct the Easement Premises or cause any improvements or obstructions to be constructed on the Easement Premises that would impair the exercise by the Village of the rights granted herein without the express prior written consent of the Village Manager.

5. **ADDITIONAL EASEMENTS.** The Owners shall have the right to grant other non-exclusive easements over, along, across or upon the Easement Premises; provided, however, that any such other easements shall be subject to this Agreement and the rights granted hereby; and provided further, that the Village Manager shall have first consented in writing to the terms, nature, and location of any such other easements.

6. **VILLAGE RESTORATION.** Upon completion of any Installation performed by the Village, the Village agrees to (a) replace and grade any and all topsoil removed by the Village; (b) restore to condition immediately preceding the Installation any and all fences, roads, plantings, and improvements that are damaged or removed as a direct result of the Installation; (c) replace any and all sod removed with sod of like quality; and (d) replace any and all natural grass removed by seeding with a good quality seed. Notwithstanding anything to the contrary contained herein, the Village shall not be responsible for restoring, repairing, or replacing any trees on the Easement Premises or that have root structures in or adjacent to the Easement Premises that are damaged or destroyed as a result of any Installation or Facilities.

7. **COVENANTS RUNNING WITH THE LAND.** The easements and rights granted in this Agreement, the restrictions imposed by this Agreement, and the agreements and covenants contained in this Agreement shall be easements, rights, restrictions, agreements and covenants running with the land, shall be recorded against the Subject Properties and shall be binding upon and inure to the benefit of the Owners and the Village and their respective heirs, executors, administrators, successors, assigns, agents, licensees, invitees, and representatives, including, without limitation, all subsequent owners of the Subject Properties, or any portion thereof, and all persons claiming under them. If any of the easements, rights, restrictions, agreements or covenants created by this Agreement would otherwise be unlawful or void for violation of (a) the rule against perpetuities or

some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing time limits, then such easements, rights, restrictions, agreements or covenants shall continue only until 21 years after the death of the last survivor of the now living lawful descendants of the current Governor of the State of Illinois.

8. **ASSIGNMENT OF RIGHTS.** The Owners agree that the Village may assign its rights or delegate its duties under this Agreement to any assignee: (a) who is reasonably competent to exercise the rights granted herein and the obligations imposed herein; and (b) who makes adequate assurances to the Owners that any activity performed pursuant to such assignment or delegation shall be conducted in a good and workmanlike manner.

9. **AMENDMENT.** This Agreement may be modified, amended, or annulled only by the written agreement of the Owners and the Village.

10. **EXHIBITS.** Exhibits A through C attached to this Agreement are incorporated herein and made a part hereof by this reference.

IN WITNESS WHEREOF, the parties hereto have caused this instrument
to be executed on the date first above written.

ATTEST:

CAROLINE BURNS

By:_____

ATTEST:

MICHAEL BURNS

By:_____

ATTEST:

VILLAGE OF WINNETKA

By:_____

#66927985_v1

ACKNOWLEDGEMENTS

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument was acknowledged before me on _____, 2019, by _____, the Village _____ of the Village, an Illinois municipal corporation, and by _____, of the Village Clerk of said municipal corporation.

Signature of Notary

SEAL

My Commission expires:_____

[FOR INDIVIDUAL OWNER(S)]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument was acknowledged before me on _____, 2019, by _____, known to me to be the person(s) whose name(s) (is) (are) subscribed to the foregoing instrument and who did acknowledge that (he) (she) (they) executed the above instrument, duly authorized, voluntarily and as (his) (her) (their) free act and deed.

Signature of Notary

SEAL

My Commission expires:_____

[FOR INDIVIDUAL OWNER(S)]

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

This instrument was acknowledged before me on _____, 2019, by _____, known to me to be the person(s) whose name(s) (is) (are) subscribed to the foregoing instrument and who did acknowledge that (he) (she) (they) executed the above instrument, duly authorized, voluntarily and as (his) (her) (their) free act and deed.

Signature of Notary

SEAL

My Commission expires:_____

EXHIBIT A

Legal Description of the Subject Properties

PARCEL 1:

THE EAST 150 FEET OF THE FOLLOWING DESCRIBED PREMISES TO WIT: ALL OF THAT PART OF LOT 2 IN INDIAN HILL CONSOLIDATION DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 2 THENCE EAST ALONG THE SOUTH LINE OF LOT 2 AFORESAID 656.18 FEET MORE OR LESS TO A POINT 75 FEET WEST OF THE SOUTHEAST CORNER OF SAID LOT 2, THENCE NORTH PARALLEL WITH THE WEST LINE OF SAID LOT 2, 75 FEET; THENCE WESTERLY IN A STRAIGHT LINE 658.36 FEET MORE OR LESS TO A POINT IN THE WEST LINE OF SAID LOT 2, WHICH IS 50 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 2, THENCE SOUTH ALONG THE SAID WEST LINE OF LOT 2 A DISTANCE OF 121 FEET MORE OR LESS TO PLACE OF BEGINNING ALL IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN.

PARCEL 2:

LOT A IN CORNING'S SUBDIVISION OF THE EAST 150 FEET OF THE WEST 656.18 FEET OF LOT 7 IN MARIA ALLES SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 20, AND THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN IN THE VILLAGE OF WILMETTE, IN COOK COUNTY, ILLINOIS.

PARCEL 3:

NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF PARCELS ONE AND TWO, TAKEN AS A TRACT, AS CREATED BY DOCUMENT 5630058, 12449738 AND 12449739.

Commonly Known as 77 Indian Hill Road, Wilmette, State of Illinois
Permanent Real Estate Index Nos. 05-29-209-031-0000, 05-29-209-006-0000

LOT 5 IN INDIAN HILL SOUTH BEING A SUBDIVISION OF PART OF LOT 2 IN INDIAN HILL CONSOLIDATION AND PART OF LOT 7 IN MARIA ALLES SUBDIVISION IN THE EAST 1/2 OF THE NORTH EAST 1/4 OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 70 Indian Hill Road, Wilmette, State of Illinois.
Permanent Real Estate Index Nos. 05-29-209-024-0000, 05-29-209-025-0000

EXHIBIT B

Legal Description of the Easement Premises

THAT PART LOT 5 IN INDIAN HILL SOUTH, BEING A SUBDIVISION OF PART OF LOT 2 IN INDIAN HILL CONSOLIDATION AND PART OF LOT 7 IN MARIA ALLES SUBDIVISION IN THE EAST 1/2 OF THE NORTHEAST 1/4 OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE EAST 150 FEET OF THE FOLLOWING DESCRIBED PREMISES TO WIT: ALL OF THAT PART OF LOT 2 IN INDIAN HILL CONSOLIDATION DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 2, THENCE EAST, ALONG THE SOUTH LINE OF LOT 2 AFORESAID 656.18 FEET, MORE OR LESS, TO A POINT 75 FEET WEST OF THE SOUTHEAST CORNER OF SAID LOT 2, THENCE NORTH PARALLEL WITH THE WEST LINE OF SAID LOT 2, 75 FEET; THENCE WESTERLY IN A STRAIGHT LINE 658.36 FEET, MORE OR LESS, TO A POINT IN THE WEST LINE OF SAID LOT 2, WHICH IS 50 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 2; THENCE SOUTH ALONG THE SAID WEST LINE OF LOT 2, A DISTANCE OF 121 FEET MORE OR LESS, TO THE PLACE OF BEGINNING ALL IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING A STRIP OF LAND 16.00 FEET IN WIDTH, LYING SOUTHERLY OF AND ADJACENT TO THE FOLLOWING DESCRIBED NORTHERLY LINE; COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 5, THENCE SOUTH 00 DEGREES 00 MINUTES 49 SECONDS EAST (ASSUMED), ALONG THE WEST LINE OF SAID LOT 5, 49.16 FEET, TO THE POINT OF BEGINNING OF SAID INTENDED LINE; THENCE NORTH 70 DEGREES 13 MINUTES 34 SECONDS EAST, 60.58 FEET; THENCE SOUTH 85 DEGREES 46 MINUTES 55 SECONDS EAST, 111.96 FEET, TO A POINT ON THE EAST LINE OF SAID LOT 5, 22.93 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 5, AS MEASURED ALONG SAID EAST LINE; THENCE NORTH 84 DEGREES 04 MINUTES 36 SECONDS EAST, 43.28 FEET; THENCE SOUTH 74 DEGREES 53 MINUTES 15 SECONDS EAST, 29.72 FEET; THENCE SOUTH 86 DEGREES 31 MINUTES 17 SECONDS EAST, 78.41 FEET, TO A POINT ON A LINE THAT IS 75.0 FEET WEST OF AND PARALLEL TO THE EAST LINE OF SAID LOT 2 IN INDIAN HILL CONSOLIDATION, AS MEASURED ALONG THE SOUTH LINE OF SAID LOT 2, SAID POINT ALSO BEING THE POINT OF TERMINATION OF THE INTENDED DESCRIBED LINE, IN COOK COUNTY, ILLINOIS.

EXHIBIT C

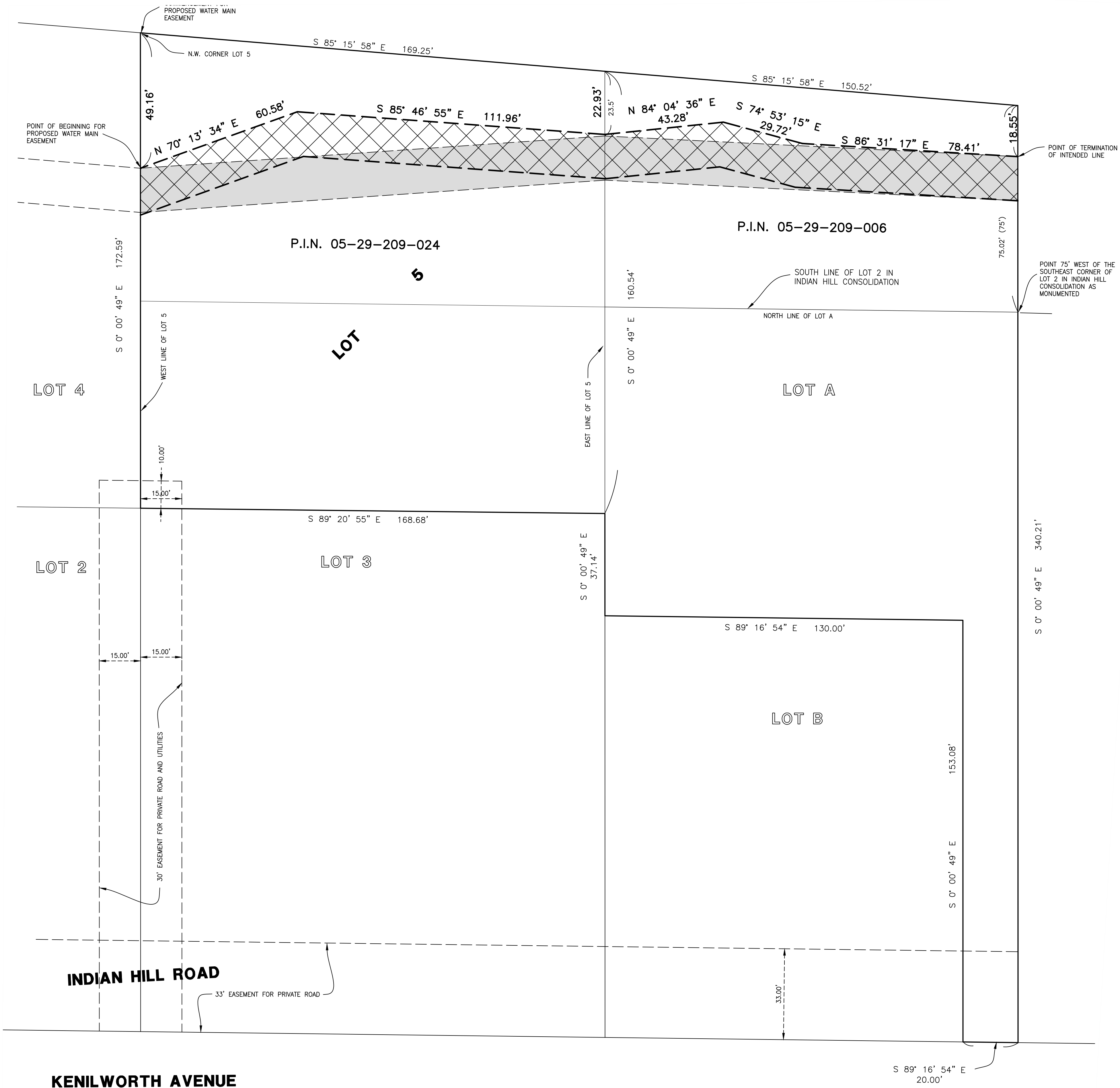
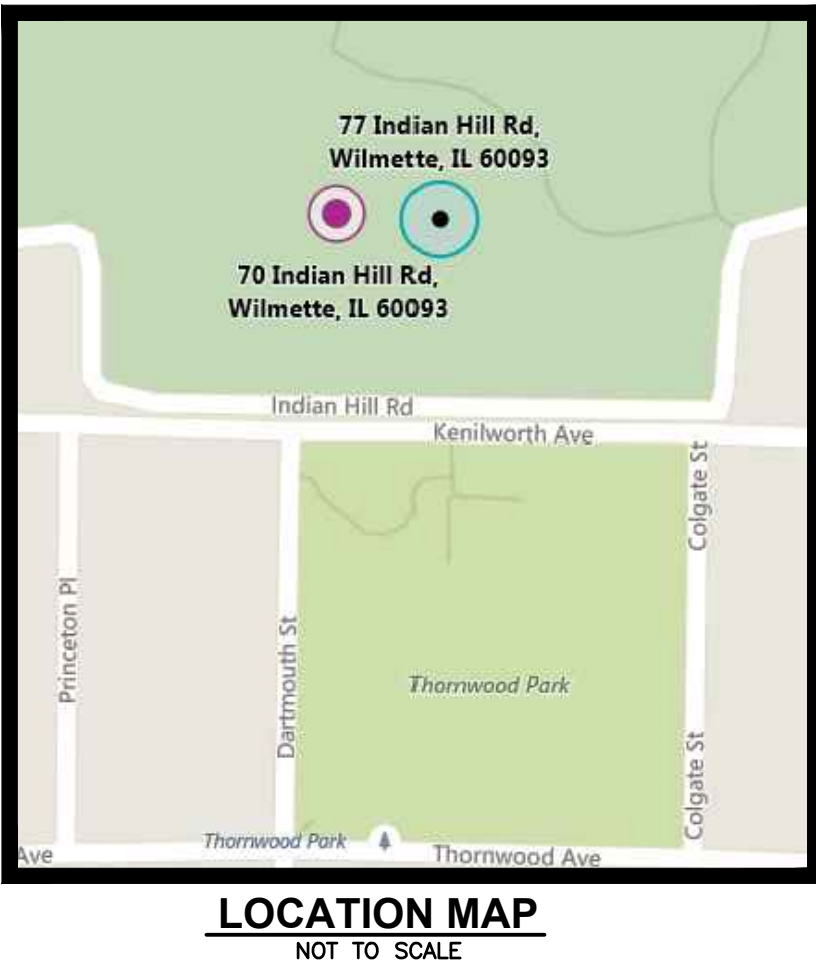
Depiction of Easement Premises

EASEMENT FOR
WATER MAIN EXHIBIT

THAT PART LOT 5 IN INDIAN HILL SOUTH, BEING A SUBDIVISION OF PART OF LOT 2 IN INDIAN HILL CONSOLIDATION AND PART OF LOT 7 IN MARIA ALLES SUBDIVISION IN THE EAST 1/2 OF THE NORTHEAST 1/4 OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE EAST 150 FEET OF THE FOLLOWING DESCRIBED PREMISES TO WIT: ALL OF THAT PART OF LOT 2 IN INDIAN HILL CONSOLIDATION DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 2, THENCE EAST, ALONG THE SOUTH LINE OF LOT 2 AFORESAID 656.18 FEET, MORE OR LESS, TO A POINT 75 FEET WEST OF THE SOUTHEAST CORNER OF SAID LOT 2, THENCE NORTH PARALLEL WITH THE WEST LINE OF SAID LOT 2, 75 FEET; THENCE WESTERLY IN A STRAIGHT LINE 658.36 FEET, MORE OR LESS, TO A POINT IN THE WEST LINE OF SAID LOT 2, WHICH IS 50 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT 2, THENCE SOUTH ALONG THE SAID WEST LINE OF LOT 2, A DISTANCE OF 121 FEET MORE OR LESS, TO THE PLACE OF BEGINNING ALL IN THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING A STRIP OF LAND 16.00 FEET IN WIDTH, LYING SOUTHERLY OF AND ADJACENT TO THE FOLLOWING DESCRIBED NORTHERLY LINE: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 5, THENCE SOUTH 00 DEGREES 00 MINUTES 49 SECONDS EAST (ASSUMED), ALONG THE WEST LINE OF SAID LOT 5, 49.16 FEET, TO THE POINT OF BEGINNING OF SAID INTENDED LINE; THENCE NORTH 70 DEGREES 13 MINUTES 34 SECONDS EAST, 60.58 FEET; THENCE SOUTH 85 DEGREES 46 MINUTES 55 SECONDS EAST, 111.96 FEET, TO A POINT ON THE EAST LINE OF SAID LOT 5, 22.93 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 5, AS MEASURED ALONG SAID EAST LINE; THENCE NORTH 84 DEGREES 04 MINUTES 36 SECONDS EAST, 43.28 FEET; THENCE SOUTH 74 DEGREES 53 MINUTES 15 SECONDS EAST, 29.72 FEET; THENCE SOUTH 86 DEGREES 31 MINUTES 17 SECONDS EAST, 78.41 FEET, TO A POINT ON A LINE THAT IS 75.0 FEET WEST OF AND PARALLEL TO THE EAST LINE OF SAID LOT 2, SAID POINT ALSO BEING THE POINT OF OF TERMINATION OF THE INTENDED DESCRIBED LINE, IN COOK COUNTY, ILLINOIS.

PROPOSED 16.00' WIDE
WATER MAIN EASEMENT =

VACATED 16.00' WIDE
WATER MAIN EASEMENT =



GENERAL NOTES:
1. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF.
2. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREOF.

DESIGNED BY: AN	DATE: 03-29-19		GREENGARD, INC. Engineers • Surveyors • Planners 111 Barclay Blvd., Suite 310, Lincolnshire, Illinois 60069-3615 PHONE: 847-634-3883 FAX: 847-634-0687	SCALE: 1"=20'	70 & 77 INDIAN HILL ROAD – WILMETTE, ILLINOIS
CHECKED BY: JRS	DATE: 04-01-19			DRAWING No. 62278	
APPROVED BY:	DATE:			SHEET 1 of 1	
DRAWN BY:	DATE:	REVISIONS	DRAWN BY:	DATE:	REVISIONS



Agenda Item Executive Summary

Title: Outdoor Seating Permit: Adelheidi's of Winnetka, LLC

Presenter: Megan E. Pierce, Assistant Village Manager

Agenda Date: 04/16/2019

Consent: ☒ YES ☐ NO

☐	Ordinance
☐	Resolution
☐	Bid Authorization/Award
☒	Policy Direction
☐	Informational Only

Item History:

Outdoor seating permit approval, as required for commercial use of Village sidewalks (Village Code Section 12.04.070).

Executive Summary:

The Village received a late application for an outdoor seating permit from Adelheidi's of Winnetka at 552 Lincoln Avenue. The required layout sketch and certificate of insurance have both been submitted and approved by the Village. Staff will work with the applicant to assure appropriate passage of pedestrians.

Recommendation:

Consider approval of the 2019 Outdoor Seating Permit application for Adelheidi's of Winnetka.

Attachments:

None.



Agenda Item Executive Summary

Title: Ordinance No. MC-2-2019: Planned Development Amendments (Public Hearing Continuation)

Presenter: David Schoon, Community Development Director

Agenda Date: 04/16/2019

Consent: ☐ YES ☒ NO

- | | |
|-------------------------------------|-------------------------|
| ☒ | Ordinance |
| ☐ | Resolution |
| ☐ | Bid Authorization/Award |
| ☐ | Policy Direction |
| ☐ | Informational Only |

Item History:

12/11/18 - Village Council Study Session - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20181211.pdf>
2/12/19 - Village Council Study Session - Scheduled Council discussion was differed to future date.
3/5/19 - Village Council Study Session - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190305.pdf>
4/4/19 - Village Council Meeting - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190404.pdf>

Executive Summary:

On April 16, 2019, the Village Council is scheduled to hold a continued public hearing and consider adoption of an amended Ordinance No. MC-2-2019, an Ordinance Amending Titles 3 and 17 of the Winnetka Village Code to Create a Planned Development Commission and Amend the Planned Development Standards and Procedures (Case No. 19-01-TX).

Given that both President Rintz and Trustee Swierk are unable to attend the April 16, 2019 meeting, President Rintz requests that the public hearing and consideration of the Ordinance No. MC-2-2019 be continued to the scheduled special Village Council meeting on Thursday, April 25, 2019.

Recommendation:

Consider continuing the public hearing on Ordinance No. MC-2-2019 to April 25, 2019.

Attachments:

None



Agenda Item Executive Summary

Title: Resolution No. R-37-2019: Approving a Banquet and Reception Hall at 915 Green Bay Road (Public Hearing & Discussion)

Presenter: David Schoon, Community Development Director

Agenda Date: 04/16/19

Consent: ☐ YES ☒ NO

- ☐ Ordinance
- ☒ Resolution
- ☐ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

01/15/2019 - Village Council review of Applicant's original request.

02/19/2019 - Village Council review of Applicant amended request, which did not include a cafe along the street frontage of the building.

03/19/2019 - Village Council scheduled to hold public hearing; which was continued at request of applicant.

Executive Summary:

On April 16, 2019, the Village Council is scheduled to hold a continued public hearing and consider an application submitted by Boutique Bites, LLC (the "Applicant"), as potential lessee of the property located at 915 Green Bay Road (the "Subject Property"), and by 915 Green Bay Road LLC, as owner of the Subject Property (the "Owner"), requesting a text amendment to the Zoning Ordinance or other alternative zoning approvals to allow a banquet and reception hall on the Subject Property. The Applicant's current plans include opening a business on the Subject Property that would contain (1) a retail special food store and café, (2) a banquet and reception hall, and (3) a catering company on the Subject Property (together all three are referred to as the "Facility"). The Council should note that the Applicant has reincorporated the retail specialty food store and café into her proposed uses for the Subject Property.

Based upon direction provided by the Village Council during its previous discussions regarding the Applicant's request, the Facility would require the following:

- A. Resolution No. R-37-2019, A Resolution Approving a Banquet and Reception Hall Use at 915 Green Bay Road.
- B. Ordinance No. MC-3-2019, An Ordinance Amending "The Winnetka Code," as Amended, to Regulate Valet Parking in the Village.
- C. Resolution No. R-38-2019, A Resolution Establishing the Fees for the Processing of a Valet Parking Permit Application and Banquet Parking Permits.
- D. Ordinance No. MC-4-2019, An Ordinance Amending the Winnetka Village Code to Create a Liquor License Classification for Banquet and Reception Halls.
- E. Resolution No. R-39-2019, A Resolution Approving and Authorizing a Class Y Liquor License for Boutique Bites, LLC.

Executive Summary (continued):

As directed by the Village Council and explained in the attached staff report, Village staff has worked with the Village Attorney to draft approval of the Facility with the understanding that the Village would study in the future whether or not to allow banquet and reception halls as a permitted use or special use in the C-2 General Retail Commercial District and the C-2 Commercial Overlay District. Accordingly, the resolution approving the use of the property does not amend the Zoning Code at this time; rather, it allows the use of the property for the use on a one-off basis while the Village continues to study the use.

Attached to this executive summary is a separate staff report summarizing the zoning approvals, the creation of the valet parking regulations, and establishing related parking fees (Items A, B, and C).

Also included in this agenda packet is a separate executive summary regarding the ordinance amendment to the liquor license code and associated resolution granting the Applicant a liquor license (Item D & E).

Each of the above ordinances requires introduction and adoption. On the April 16, the Village Council is scheduled to consider introduction of each of the ordinances. Should the Council adopt introduction, the Council would consider adoption of these ordinances at its next regular meeting, which is scheduled for May 7.

Each resolution only requires one vote of the Council to adopt. The resolutions are provided to the Council at this time for your information and discussion. The Council's consideration regarding adopting these resolutions should occur at the same meeting at which the Council would consider adoption of the ordinances.

Recommendation:

Hold a public hearing and discussion on Resolution No. R-37-2019, which would be presented for adoption in conjunction with the other ordinances and resolutions associated with the Applicant's request at the May 7 Regular Council Meeting.

Attachments:

Staff Report for April 16, 2019 Village Council Meeting

Attachment A - Resolution No. R-37-2019

Attachment B – Applicant's Current Application Materials



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: VILLAGE COUNCIL
FROM: DAVID SCHOON, DIRECTOR
DATE: APRIL 11, 2019
SUBJECT: BOUTIQUE BITES - 915 GREEN BAY ROAD

INTRODUCTION

On April 16, 2019, the Village Council is scheduled to hold a continued public hearing and consider an application submitted by Boutique Bites, LLC (the "Applicant"), as potential lessee of the property located at 915 Green Bay Road (the "Subject Property"), and by 915 Green Bay Road LLC, as owner of the Subject Property (the "Owner"), requesting a text amendment to the Zoning Ordinance or other alternative zoning approvals to allow a banquet and reception hall on the Subject Property. The Applicant's current plans include opening a business on the Subject Property that would contain (1) a retail special food store and café, (2) a banquet and reception hall, and (3) a catering company on the Subject Property (together all three are referred to as the "Facility"). The Council should note that the Applicant has **reincorporated the retail specialty food store and café** into her proposed uses for the Subject Property.

Based upon direction provided by the Village Council during its previous discussions regarding the Applicant's request, the Facility would require the following:

- A. Resolution R-37-2019, A Resolution Approving a Banquet and Reception Hall Use at 915 Green Bay Road. (Attachment A)
- B. Ordinance MC-3-2019, An Ordinance Amending "The Winnetka Code," as Amended, to Regulate Valet Parking in the Village. (Refer to separate executive summary for a copy of this ordinance)
- C. Resolution R-38-2019, A Resolution Establishing the Fees for the Processing of a Valet Parking Permit Application and Banquet Parking Permits. (Refer to separate executive summary for a copy of this resolution.)
- D. Ordinance MC-4-2019, An Ordinance Amending the Winnetka Village Code to Create a Liquor License Classification for Banquet and Reception Halls. (Refer to separate executive summary for more detailed information regarding this item and copy of ordinance.)
- E. Resolution R-39-2019, A Resolution Approving and Authorizing a Class Y Liquor License for Boutique Bites, LLC. (See separate executive summary for more detailed information regarding this item and copy of resolution.)

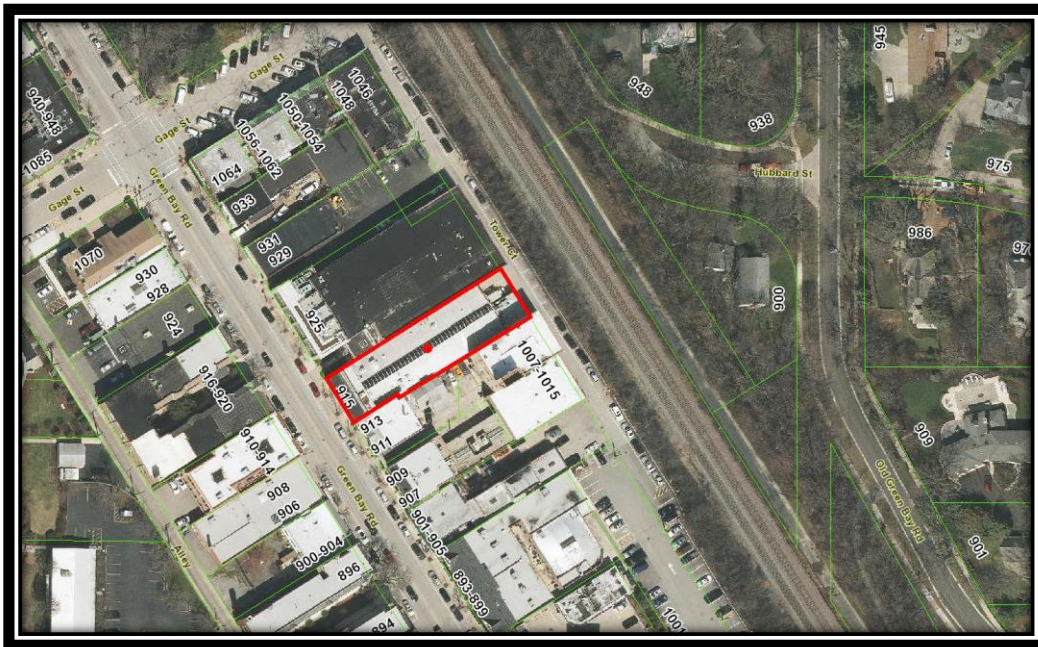
As directed by the Village Council and explained later in this report, Village staff has worked with the Village Attorney to draft approval of the Facility with the understanding that the Village would study in the future whether or not to allow banquet and reception halls as a permitted use or special use in the C-2 General Retail Commercial District and the C-2 Commercial Overlay District. Accordingly, the resolution approving the use of the property does not amend the Zoning Code at this time; rather, it allows the use of the property for the use on a one-off basis while the Village continues to study the use.

A public hearing for March 19, 2019, was noticed in the February 28, 2019 edition of the Winnetka Current. In addition, a courtesy noticed was mailed to all property owners and tenants within 250 feet of the Subject Property. At the request of the Applicant, the public hearing was continued from March 19 to April 16. Another letter was mailed to all of the property owners and tenants informing them of this change. As of the date of this memo, staff has yet to receive anything in writing regarding this application. At the April 4 Village Council meeting, a resident who lives nearby the proposed Facility did express concerns regarding parking and noise.

PROPERTY DESCRIPTION

The Subject Property at 915 Green Bay Road consists of a two-story commercial building, located on the east side of Green Bay Road, between Tower Road and Gage Street.

Figure 1 – Subject Property (GIS Aerial View)



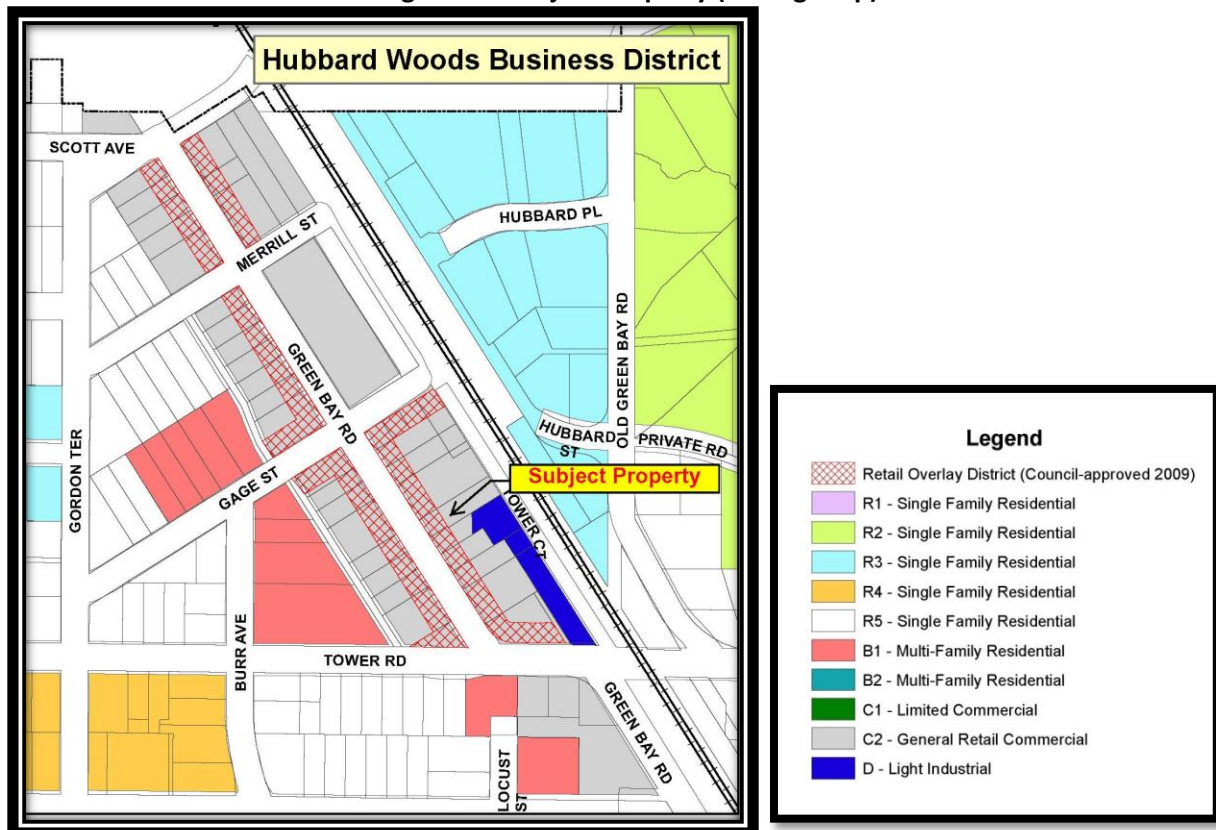
The Subject Property most recently was the home of *The Antique Emporium* and has been vacant for approximately six (6) years. Based upon the Applicant's measurements, the first floor commercial space measures approximately 9,000 square feet in area. The second floor of the building measures approximately 950 square feet, and is depicted in *Figure 2* below. The second floor space was previously used as office space for the *Antique Emporium*.

Figure 2 – Subject Property (Street View)



The property is zoned C-2 General Retail Commercial (the “C2 District”) and is located within the C2 Commercial Overlay District (the “Overlay District”). The zoning of the property is consistent with the Comprehensive Plan, which designates the property as appropriate for mixed use development.

Figure 3 – Subject Property (Zoning Map)



PREVIOUS DISCUSSIONS OF REQUEST

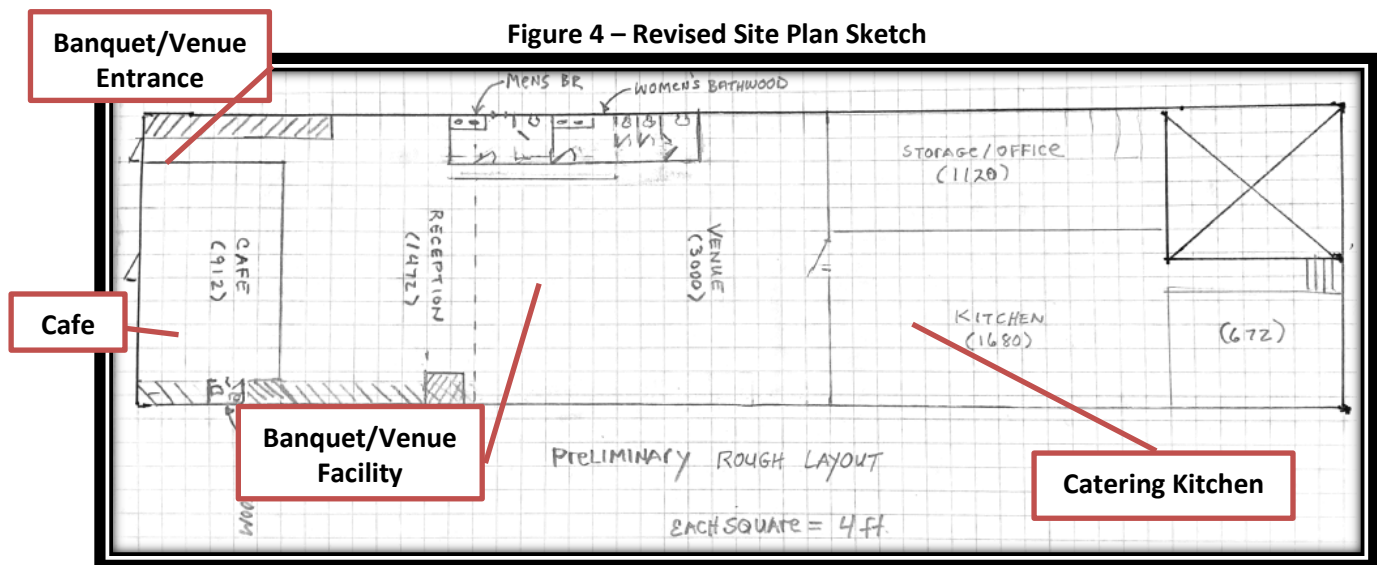
On January 15, 2019, and again on February 19, 2019, the Village Council reviewed the Applicant’s proposal to relocate her existing business, Boutique Bites to the Subject Property.

Initial January presentation - At the January meeting, Village Council members expressed an openness to consider necessary amendments to the Zoning Ordinance, as well as amendments to the Village's liquor license requirements and the Village Code regarding allowing commercial businesses to offer valet parking services. Regarding the Zoning Ordinance amendments, the Council decided that the public hearing to allow a banquet facility in the C2 District and the Overlay District would be held by the Village Council, in part due to the Council's recent focus on other Overlay District-related zoning amendments. The Council also decided that the public hearing would be on an amendment to allow banquet and reception halls as a permitted use subject to the use meeting certain conditions, such as (a) the use must have a café/specialty food store along the street frontage, (b) the use would need to comply with certain noise standards, and (c) the use would need to submit a parking and loading plan for approval by the Director of Community Development, and such plan could include valet parking.

At the February meeting, the Applicant indicated that, due to the building having less square footage than originally understood, she would be unable to incorporate the originally proposed specialty food store/café into the operation. In response to the elimination of the retail special food store and café, some trustees found that the facility with only banquet and catering facilities would still be a welcome addition to the business districts, while other trustees had concerns regarding the elimination of the retail specialty food store and café. Those trustees felt the elimination of that use would create an inactive storefront in the middle of a retail area and that the remaining uses should have to go through the special use process. In the end the Village Attorney and staff were directed to draft the necessary zoning approvals to allow only this particular banquet facility.

CURRENT PROPOSAL

The Applicant proposes the following three business components on the Subject Property (1) a specialty food store/café, (2) a banquet and reception venue and (3) a commercial catering kitchen and storage area. The Applicant has provided revised details explaining the proposed business operation, which is included in Attachment B.



The usable building space on the Subject Property is approximately 9,000 square feet. Based upon the Applicant's narrative, the distribution of the three components of the proposed use would be as follows:

- (1) Retail Specialty Foods Store and Café: approximately 900 square feet;
- (2) Banquet/Venue Facility: approximately 4,500 square feet;
- (3) Catering Kitchen & Storage: approximately 3,500 square feet.

The Applicant also intends to use the approximately 950 square feet on the second floor for an office and storage. In conversations with the Applicant, she has stated her intent is to use the space as summarized in her narrative; however, to be conservative, she is willing to commit to providing a retail special foods store café of at least 750 square feet and a banquet facility of at least 4,000 square feet. The resolution uses these latter figures to identify these uses.

Specialty Foods Store & Café

In the attached narrative the Applicant states that she would initially plan to open the specialty foods store and café six days per week (Tuesday-Sunday) and hours of operation would be from 7am to 7pm on weekdays and 8am to 6pm on weekends. In further discussions with the Applicant, she has stated that she could commit to five days per week for a minimum of 8-hours per day. The draft resolution includes the latter information. Food and beverages would be offered for takeout or dining in, and there would be seating for 15-20 guests. The café would have three (3) to four (4) employees at one time. The food offered would consist of an assortment of breakfast and lunch items (quiche, salads, sandwiches, appetizers, etc.), plus daily items from their catering events menus. They also plan to sell pre-packaged meals ready to reheat and serve at home. In addition to selling coffee, tea, juices, etc., the Applicant intends to sell wine and beer for dine-in customers or for retail sales to go. The Applicant also hopes to have outdoor seating during the months of May through October.

Banquet / Venue Facility

The proposed banquet/venue space would be similar to the Applicant's current venue *BRIQUE* located in Chicago's West Loop neighborhood. The space would have a capacity for 150 seated guests with a dance floor. (To put the number of seats in perspective, table seating for Minos, Avli, and Fred's Garage is respectively 160, 120, and 110 seats.). As described by the Applicant, the primary events to be booked would consist of a regular schedule of weekend evening events such as wedding receptions and similar events until midnight. In addition, the applicant describes frequent weekend daytime events such as baby and bridal showers. In addition to the primary weekend bookings, the Applicant intends to host less frequent daytime meetings and conferences on weekdays (including multi-day events), numbering what is described as less than 10 events per year.

In the narrative, the Applicant states that events in the banquets facility could be booked weekdays (Sunday –Thursday) between 8:00 am and 10:00 pm and weekends (Friday and Saturday) between 8:00 am and midnight. In conversation with the Applicant, she has stated that on certain holidays (the Sunday before Memorial Day or Labor Day, when the 3rd of July falls on a Sunday, or on December 30), she will book a wedding until midnight. She also stated she will book New Year's Eve parties until 1:00 am. The draft resolution identifies her standard hours and lists the above exceptions.

As represented above in Figure 4, the banquet space would be accessed from an entrance on Green Bay Road north of the café space. The Applicant intends to have 8 to 25 employees on-site (this includes catering kitchen staff), depending on the number of guests for each event.

Catering Kitchen

The Applicant intends to mimic their current space in the West Loop. The space would be divided into kitchen prep space, office space and storage space (for banquet and catering supplies). Deliveries would be through the loading dock located at the rear of the building. The catering kitchen would have approximately 8-15 employees on-site at any given time (this includes kitchen and administrative staff). The catering kitchen would serve the specialty foods store and café as well as the banquet facility.

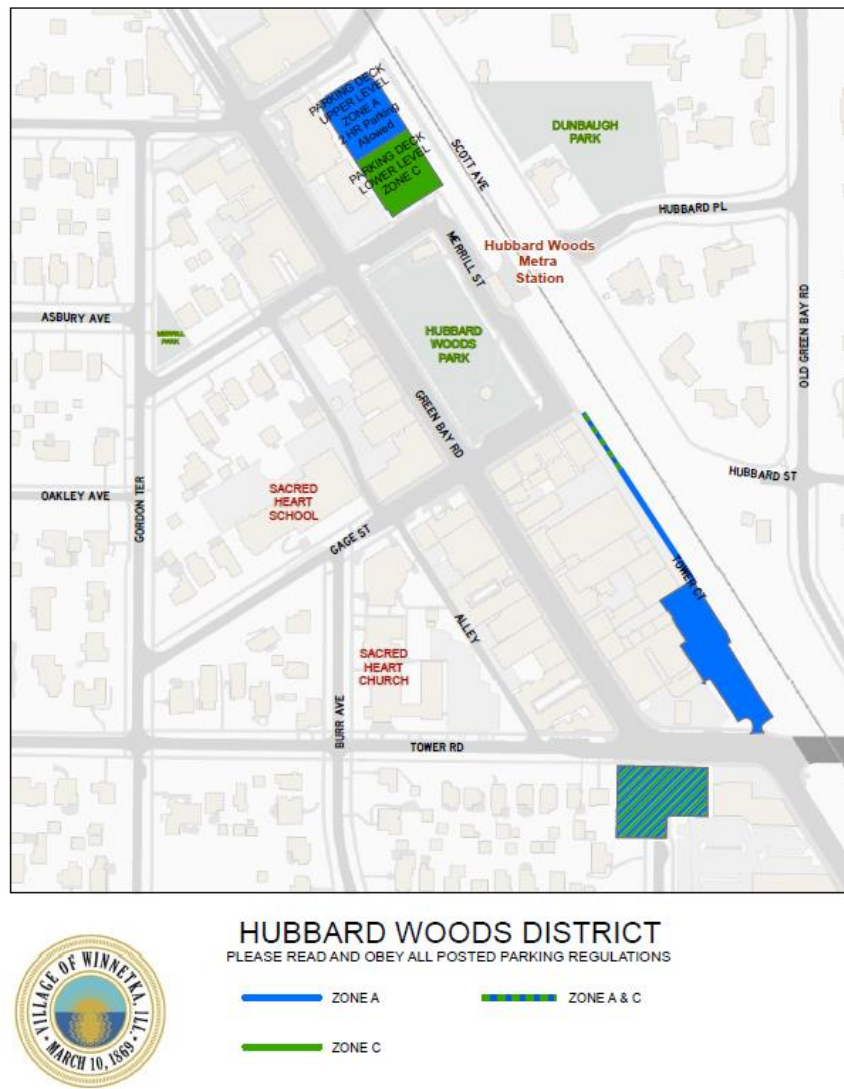
PARKING, LOADING AND NOISE

During the previous two discussions by the Council regarding the Applicant's request, the Council spent time discussing parking and loading requirements for event guests, suppliers and vendors, and employees. In addition, the Council discussed the potential noise impacts arising from amplified music inside the venue until 12:00 midnight, as it may relate to nearby apartment dwellers, and alley loading activity, which could occur as late as 1:00 a.m.

Parking in Hubbard Woods Business District

Before addressing the parking needs for the facility, the following is a summary of available parking in the Hubbard Woods business district. The map on the following page shows the location of off-street public parking spaces.

Figure 5 - Off-Street Public Parking Areas



Off-Street Public Parking - Hubbard Woods (Scott Avenue) Parking Deck

- Lower Level – 106 spaces
 - “C” permit required from 8:00 am to 10:30 am (Monday through Friday)
 - After 10:30 am, no parking restrictions

- Upper Level – 113 spaces
 - **“A” permit** required from 8:00 am to 10:30 pm (Monday through Friday)
 - From 10:30 am to 6:00 pm, two-hour parking limit
 - After 6:00 pm, no parking restrictions

Off-Street Public Parking - Tower Court Parking (located along west side of Metra tracks)

- Along west side – 44 spaces
 - **“A” permit** required from 8:00 am to 5:00 pm (a limited number of “A” or “C” passes along north end) (Monday through Friday)
- Along east side, south end – 23 spaces
 - 90-minute public parking spaces

Off-Street Public Parking - Tower Road & Green Bay Road Parking Lot – 55 parking spaces

- **“A” or “C” permit** required from 8:00 am to 10:30 pm (Monday through Friday)
- After 10:30 am, no parking restrictions

The number of off-street public parking is 341 parking spaces.

Given comments that Village staff heard from a member of public regarding availability of parking in the Hubbard Woods (Scott Avenue) Parking Deck, staff completed parking counts of available parking in the following **off-street public parking areas**:

- Hubbard Woods (Scott Avenue) Parking Deck,
- Tower Court parking area, and
- Tower Road and Green Bay Road parking lot.

The parking counts were conducted on a Saturday afternoon, a Saturday evening, and midday on a weekday (Thursday).

Table 1 – Off Street Parking Areas Occupancies

Hubbard Woods District			Saturday, March 16, 2019, 1:00 PM		Saturday, March 16, 2019, 8:00 PM		Thursday, April 4, 2019, Noon	
Public Off-Street Parking			Spaces Occupied	% Spaces Occupied	Spaces Occupied	% Spaces Occupied	Spaces Occupied	% Spaces Occupied
Deck/Lot	Capacity	Parking Regulation						
Scott Ave Deck - Upper	113	Zone A - 8 am-10:30 am (Mon-Fri) & 72-hr limit & 2-hr limit (without "decal" permit) 10:30a – 6:00p	25	22%	15	13%	54	48%
Scott Ave Deck - Lower	106	Zone C; 8am-10:30 am (Mon-Fri) & 72-hr limit, then no limit	31	29%	56	53%	68	64%
Subtotal	219		56	26%	71	32%	122	56%
Tower Ct Lot	44	Zone A & A/C; 8 am-5 pm (Mon-Fri)	22	50%	18	41%	31	70%
Tower Ct Lot	23	90-min (no day of week limit)	13	57%	2	9%	15	65%
Subtotal	67		35	62%	20	30%	46	69%
Tower Rd & Green Bay Rd Lot	55	Zone A-C 8am-10:30 am (Mon-Fri); then no limit	44	80%	20	36%	43	78%
Subtotal	55		44	80%	20	36%	43	78%
		- Under 50 occupied						
		- 50 to 75% occupied						
		- Over 75% occupied						

The occupancies highlighted in green are 50% or less occupied, in yellow are 50 to 75% occupied, and in red over 75% occupied. Capacity appears to exist in the upper level of the Scott Avenue parking deck to accommodate long term and valet parking for events in the proposed banquet space.

On-Street Public Parking. In terms of on-street public parking, the following is a summary of the location of on-street public parking spaces in the Hubbard Woods Business District:

- Green Bay Road – 90-minute from 8:00 am to 6:00 pm (east and west) – 87 spaces
- Hubbard Woods Park (south, east, & north sides) from 8:00 am to 6:00 pm
 - 90-minute (south & east) – 36 spaces
 - 2-hour (north) – 12 spaces
 - 4-hour parking spaces (east) – 23 spaces
- Merrill Street, west of Green Bay Road
 - 2-hour from 8:00 am to 6:00 pm (north) – 6 spaces
 - 90-minute from 8:00 am to 6:00 pm (south) – 6 spaces
- Gage Street, west of Green Bay Road
 - 90-minute from 8:00 am to 6:00 pm (north & south) – 10 spaces

The number of on-street public parking spaces is 180.

The following table provides a summary of when public parking spaces are unrestricted in terms of who can use them and unrestricted in terms of time limits. This provides an idea of when public parking spaces may be available to banquet and reception hall guests that would be at the Facility for an extended period of time.

Table 2 - Village Public Parking – Unrestricted Use and Unrestricted Time Limit

	Weekday Daytime	Evenings	Saturday/Sunday Daytime
Off-Street Parking			
Scott Avenue Deck Upper Level		After 6:00 pm	All Day
Scott Avenue Deck Lower Level	After 10:30 am	After 10:30 am	All Day
Tower Court Lot – “A”		After 5:00 pm	All Day
Tower Court Lot – 90-min			
Tower Rd & Green Bay Road Lot	After 10:30 am	After 10:30 am	All Day
On-Street Parking – 90-min & 2-hr		After 6:00 pm	

Applicant’s Parking Needs

The following summarizes the parking needs for the Applicant’s Facility, as articulated in her narrative explanation:

Employee Parking -The Applicant has stated that employees of all three components of the Facility would either take public transportation, or the Applicant would purchase employee parking passes (“A” permits) for those who do not take public transportation. As noted above, “A” permit parking spaces are located in the upper level of the Scott Avenue parking deck, along Tower Court, and in the Tower Road/Green Bay Road parking lot.

Café & Specialty Food Customer Parking - As with other restaurants along the corridor, the Applicant states that the customers of the café would find either on-street public parking or off-street public parking, when allowed.

Banquet Facility Guest Parking – The following describes the different parking needs for banquet facility guests:

Weekday Daytime Parking. The Applicant states that weekday daytime events will not be common. In her current facility, she books fewer than 10 of these events throughout the year (approximately two per quarter). Guests typically arrive around 9:00 a.m. and are there all day.

Currently on a weekday in the Hubbard Woods Business District, there are no public parking spaces where a motorist can park their vehicle all day starting before 10:30 a.m. without either needing a daily or monthly employee (“A” Permit) or commuter pass (“C” Permit). To address this situation, staff has discussed with the Applicant the idea of the Village creating a “banquet facility daily parking pass”, which would allow a banquet facility guest to park on the upper level of the Hubbard Woods Parking Deck during the day. The Applicant would need to purchase the passes from the Village for each weekday daytime event and would need to take all reasonable efforts to distribute the permits to the guests prior to the day of the event. The passes would be delivered to the guests before the event. If that cannot occur, the guests would be instructed to pull in front of the facility and one of the banquet facilities employees would hand parking passes to each guest as they arrive.

The Village currently has the following the following **daily** parking permit fees:

- *Commuter Parking Lots (“C” Permit)* \$3.00/day
- *Business District Employee Parking (“A” Permit)* \$3.00/day

If the Council is interested in creating a daily parking pass for guests of the banquet facility, the General, Building, and Miscellaneous Service Fees Resolution would need to be amended. There is a separate item on the April 16 agenda that would amend the Fees Resolution. The fee would be set at the same rate as the fee for other daily parking permits.

- *Banquet Facility Daily Parking (Hubbard Woods Deck – Upper Level)* \$3.00/day

Weekend Daytime Parking. The Applicant states that weekend daytime events are quite common (bridal showers and baby showers). These events often last longer than the maximum amount of time that one can park in one of the on-street parking spaces. The Applicant states that these guests would be directed to the Hubbard Woods parking deck or that the client would hire a valet parking company, though the Applicant states that she does not believe that the valet parking service would be necessary.

Weekday Evening Parking. The Applicant states that for weekday evening events, guests would be able to park on the street, in the Hubbard Woods parking deck or other off-street surface lots, or the client can hire a valet service.

Weekend Evening Parking. For the events on the weekend evenings (e.g. weddings, birthday parties, etc.), the Applicant states that she would recommend valet parking to her customers.

The Applicant states that on weekends, she would require events with more than 75 guests to have valet parking services as part of their event package.

Staff suggests that for any evening event, weekday or weekend, that would have more than 75 registered guests, the Applicant should be required to have her clients provide valet parking services during the event. With large parties this would provide her guests with encouragement to valet park their cars, which cars would be parked in a lot/garage versus on-street.

Valet Parking

When the Village Council previously discussed the Applicant's proposed facility, the Council directed staff to prepare an ordinance establishing valet parking requirements. The Community Development staff has worked with Police Chief, Public Works Director, Economic Development Coordinator, and Village Attorney to create valet parking regulations. Please see later section in this report.

Loading

Goods, Supplies, and Equipment. The Applicant states that loading and unloading for on- and off-site events would take place in the dock area, which is located on the east side of the building. She stated occasionally a vendor may use the front door to the banquet facility to quickly drop off a few items. (See request for loading zone in next section).

The Applicant also notes in her application materials that all vendors (e.g. musicians) are required to load out of the venue space within one hour of the event end time. This means that vendors may be using the loading dock area as late as between 10 and 11 pm Sunday through Thursday, and between 12:00 am (midnight) and 1:00 am on Saturday and Sunday.

Customer Loading. The Applicant requests that two spaces in front of the building be designated as a loading zone. She indicates that this loading zone could be used by customers to purchase food from the café on their way home or by vendors who need to quickly unload something. As is typical with any loading zone, this loading zone would not be for customers/vendors for the Applicant's Facility, but for any customers/vendors in the district. This loading zoning could also be the area from which the valet parking services pick-up/drop-off area would be located. Rather than designating a loading zone, given the Applicant's intended use of parking spaces it would seem to be more appropriate to designate spaces as 15-minute parking spaces, as the spaces would not be used solely for loading and unloading.

Noise

When the Village Council previously discussed the request, Council members expressed concerns regarding noise associated with live music that would occur in the banquet facility. The Council expressed an interest to establish a general noise standard to regulate noise emanating from the Facility. A resident located to the east of the Subject Property has expressed concerns regarding loading dock activity that could potentially generate disturbing noise as late as 1:00 a.m.

At the January Council discussion of the Applicant's request, the Council directed staff to prepare a general noise standard applicable to the Applicant's proposed Facility. The draft resolution includes the following condition:

The Applicant must take sufficient measures to minimize noise, loud conversations, light, and other nuisances that may emanate from the Property so as to not unreasonably interfere with or disturb the normal use and enjoyment of nearby properties.

The Applicant, her employees, and her guests would also need to comply with the sound and noise standards of Chapter 9.16, Public Nuisances, of the Village Code, which states the following is a public nuisance affecting peace and safety: *Any sound or noise which because of its volume level, duration and*

character annoys, disturbs, injures or endangers the comfort, health, peace, repose or safety of reasonable persons of ordinary sensibilities within the Village.

Generally, when a noise complaint under Chapter 9.16, Public Nuisances, is received , a police officer would inspect the situation. If the officer finds that the sound or noise violates this section of the Code, they would ask the offender to stop making the noise. If the offender continues making the noise they may be subject to a fine of not less than \$100 nor more than \$750 dollars and the cost of prosecution. The violator may pay directly to the Village, at the Village Hall, the minimum fine of \$100; provided, such payment is made no later than five days before the date of a court hearing set for such violation at the request of the person receiving the citation alleging the violation. If more than two violations are issued to the same person in any thirty (30) day period, only the first two such violations may be subject to a pre-court payment pursuant to this subsection.

NECESSARY RELIEF

Resolution Approving the Use on a One-Time Basis - The specialty foods store and café would be located in the Overlay District and would be classified as a specialty food and beverage shop that is allowed as a permitted use. The proposed catering kitchen would be located in the rear of the building in the C2 District. If the catering kitchen were a stand-alone operation, it would be allowed as a permitted use, or by right. The Zoning Ordinance currently does not specifically call out a banquet facility as an allowed use in either the C2 District or the Overlay District. Table 1 on the following page lists the food related land uses that are currently allowed in the Village’s commercial zoning districts.

Table 3 – Food Related Land Uses Allowed in Commercial Districts.

TABLE OF USES	C-1 Neighborhood Commercial	C-2 General Retail	C-2 Commercial Overlay
P=Permitted uses; SU = Special uses; NO= Not permitted			
E. FOOD PRODUCT USES			
Bakery, retail	P	P	P
Candy / confectionery shop	P	P	P
Convenience food store	SU	SU	SU
Grocery store	SU	P	P
Meat, fish, or poultry market	P	P	P
Specialty food and beverage shop	P	P	P
F. FOOD AND BEVERAGE SERVICE USES			
Catering establishment with no retail or restaurant	P	P	SU
Ice cream or frozen desert shop	P	P	P
Restaurant, drive-in	SU	SU	SU
Restaurant, fast food	SU	SU	SU
Restaurant, standard	P	P	P

During its previous reviews of the Applicant’s request, the Council discussed options for how to allow the proposed banquet and reception hall in the C-2 District and the Overlay District. A majority of the Council favored one of two approaches. One approach would be to amend the Zoning Ordinance to allow the proposed banquet facility by right. The Council would hold the public hearing on this proposed amendment. The other approach would be to further study whether to amend the Zoning Code to permit the banquet and reception halls as a permitted or special use in the C-2 District and Overlay District, and as part of this study of this use, the Village Council, on this one-time basis, would approve and permit the Applicant to use the Subject Property for a banquet and reception hall pursuant to specific terms and conditions. The latter is before the Village Council.

The resolution approving the banquet and reception hall on the Subject Property contains a series of conditions listed in Section 3 of the resolution. In summary the conditions:

- Identify the composition of the specialty food and beverage shop and minimum operational requirements.
- Identify the composition of the banquet space and its minimum operational requirements.
- Identify the noise standards by which the Facility must operate.
- Require a parking, loading, and valet parking plan to be approved by the Community Development Director and identify what minimum elements must be contained in such a plan.

Liquor License Regulations. Chapter 5.09 titled Liquor Control Regulations controls the sale and service of alcoholic beverages in the village. As previously noted, the Applicant's business model includes a café, banquet space for private events, and a catering component. Each component of the model includes the manner by which the sale and service of alcoholic beverages would occur. While the liquor control regulations within the Village code contain several different types of licenses, the code does not currently contain a license that accurately aligns with the vision of how alcohol would be sold and served within the Facility. To accommodate the current proposal, the Village would need to create a new liquor license classification and to approve the specific liquor license application for the proposed Facility. Please refer to the Police Chief's staff report included with the separate agenda item on this issue.

Valet Parking Regulations. As previously noted in the description of the Applicant's business, the Applicant has requested the ability to use valet parking to serve the patrons of the proposed banquet facility. At this point in time, the details regarding the valet parking services are fairly general. The Applicant has indicated that clients would be able to add on a valet parking option for their banquet events. The valet service would be provided by a third party. The Applicant recommends that parking be in nearby public parking lots/garages.

The Village currently does not have regulations regarding valet parking services that regularly use public rights-of-way or Village property for either the loading area or the parking of vehicles. As previously noted, Village staff and the Village Attorney have drafted an ordinance establishing valet parking regulations. The following is a summary of the valet parking permit requirements:

1. A valet parking permit is required when valet parking services are being provided in conjunction with a business located in a commercial district and when such services are utilizing any public street, public right-of-way, or public parking lot.
2. The ordinance outlines what must be submitted as part of an application and that a fee must be paid.
3. The Village Manager is provided the authority to approve valet parking permits.
4. The ordinance establishes insurance requirements, conduct of valet parking operations, and indemnification of the Village requirements.

Should the Council adopt the valet parking regulations, the Applicant or her valet parking service provider would need to submit an application for a valet parking permit. The permit would then be reviewed and approved by Village staff.

In addition to creating new valet parking regulations, the Village Council will need to establish a fee for processing a valet permit application. Attached is a resolution establishing the fees for processing a valet parking permit application and banquet parking permits. The annual fee is set at \$250 to assist with covering the cost for processing the application. The resolution also sets the daily fee for a banquet parking permit at \$3.00/day.

RECOMMENDATION

At the April 16, 2019, Village Council meeting, the Council is scheduled to hold a public hearing on the requested zoning relief and to consider the following ordinances and resolutions necessary for approval of the Applicant's Facility.

- A. Resolution R-37-2019, A Resolution Approving a Banquet and Reception Hall Use at 915 Green Bay Road. (Attachment A)
- B. Ordinance MC-3-2019, An Ordinance Amending "The Winnetka Code," as Amended, to Regulate Valet Parking in the Village. (Refer to separate executive summary for a copy of this ordinance)
- C. Resolution R-38-2019, A Resolution Establishing the Fees for the Processing of a Valet Parking Permit Application and Banquet Parking Permits. (Refer to separate executive summary for a copy of this resolution.)
- D. Ordinance MC-4-2019, An Ordinance Amending the Winnetka Village Code to Create a Liquor License Classification for Banquet and Reception Halls. (Refer to separate executive summary for more detailed information regarding this item and copy of ordinance.)
- E. Resolution R-39-2019, A Resolution Approving and Authorizing a Class Y Liquor License for Boutique Bites, LLC. (See separate executive summary for more detailed information regarding this item and copy of resolution.)

Each of the above ordinances requires introduction and adoption. On the April 16, the Village Council is scheduled to consider introduction of each of the ordinances. Should the Council adopt introduction, the Council would consider adoption at its next regular meeting, which is scheduled for May 7.

Each resolution only requires one vote of the Council to adopt. The resolutions are provided to the Council at this time for your information and discussion. The Council's consideration regarding adopting these resolutions should occur at the same meeting at which the Council would consider adoption of the ordinances.

ATTACHMENTS

Attachment A - Resolution R-37-2019, A Resolution Approving a Banquet and Reception Hall Use at 915 Green Bay Road.

Attachment B – Applicant's Current Application Materials

RESOLUTION NO. R-37-2019

**A RESOLUTION APPROVING A BANQUET AND RECEPTION HALL USE
AT 915 GREEN BAY ROAD**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, the "Winnetka Zoning Ordinance," as amended ("**Zoning Code**"), establishes certain zoning regulations for permitted and special uses within each zoning district; and

WHEREAS, the Zoning Code does not permit the use of property within the Village's C-2 General Retail Commercial District ("**C-2 District**") or C-2 Commercial Overlay District ("**Overlay District**") for banquet and reception halls; and

WHEREAS, Boutique Bites, LLC ("**Applicant**") is the potential lessee of the property commonly known as 915 Green Bay Road in the Village, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Resolution ("**Property**"); and

WHEREAS, the Property is owned by 915 Greenbay Road, LLC ("**Owner**"); and

WHEREAS, the Applicant desires to operate on the Property a banquet and reception hall ("**Proposed Use**"); and

WHEREAS, the Village Council desires to further study whether to amend the Zoning Code to permit the Proposed Use as a permitted or special use in the C-2 District and Overlay District; and

WHEREAS, as part of its study of the Proposed Use, the Village Council desires to, on a one-time basis, permit the Applicant to use the Property for the Proposed Use pursuant to the terms and conditions of this Resolution to determine whether future amendments to the Zoning Code are in the best interests of the Village and the planning for the C-2 District and Overlay District; and

WHEREAS, the Village Council has determined that it is in the best interest of the Village to approve the Proposed Use on the Property, subject to and in strict accordance with the terms and conditions of this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated as the findings of the Village Council, as if fully set forth herein.

SECTION 2: APPROVAL OF PROPOSED USE. Pursuant to the Village's home rule authority, and subject to and contingent upon the conditions set forth in Section 3 of this Resolution, the Village Council hereby approves the use of the Property for the Proposed Use.

SECTION 3: CONDITIONS. The approval granted by Section 2 of this Resolution is subject to, and contingent upon, compliance by the Applicant with the following conditions:

- A. Restaurant and Specialty Food Store. The banquet and reception hall facility located on the Property must include a (i) restaurant and/or (ii) specialty food and beverage shop located along the sidewalk in front of the Property that occupies no less than 75 percent of the street frontage of the building (collectively, the ***"Food Shop"***). The Food Shop shall maintain a transparent storefront design similar in nature to what is illustrated in the Village's Design Review Guidelines, and shall maintain customer seating and display areas along the building's storefront window. The Food Shop must include seating for no fewer than 15 guests in a space that is no less than 750 square feet. The Food Shop shall be open at least five days per week for a minimum of 8 hours per day, except for holidays and if closed as a result of an emergency, remodeling, or repairs.
- B. Use of the Banquet Space. The portion of the Property other than the Food Store, private office, kitchen and food preparation areas (***"Banquet Space"***) may be used only in accordance with the following:
 - 1. The Banquet Space may be used only for private, by invitation only, events and provide seating for no more than 150 guests in a space that is no less than 4,000 square feet;
 - 2. The majority of the food served at all private events hosted in the Banquet Space must be prepared on-site;
 - 3. Seating at tables must be available at all private events hosted in the Banquet Space;
 - 4. The Banquet Space may not be primarily used for live entertainment and dancing;
 - 5. All events held in the Banquet Space must include a food package purchased from the Applicant. Liquor packages may only be purchased in conjunction with a food package; and
 - 6. Events in the Banquet Space may only be scheduled on the following days and times:
 - a. Sunday through Thursday from 8:00 a.m. to 10:00 p.m., except for: (i) the Sunday night before Memorial Day, on which events must end by

12:00 a.m. (midnight); (ii) July 3 if such date is on a Sunday, events must end by 12:00 a.m. (midnight); (iii) the Sunday night before Labor Day, on which events must end by 12:00 a.m. (midnight); (iv) December 30, an event must end by 12:00 a.m. (midnight); and (v) December 31, an event must end by 1:00 a.m. on January 1.

b. Friday and Saturday from 8:00 a.m. to 12:00 a.m. (midnight) except as set forth in Section 3.B.6.a above.

C. Minimization of Nuisances. The Applicant must take sufficient measures to minimize noise, loud conversations, light, and other nuisances that may emanate from the Property so as to not unreasonably interfere with or disturb the normal use and enjoyment of nearby properties.

D. Parking and Loading. The Applicant must comply with a parking, loading, and valet parking plan approved by the Village's Community Development Director ("**Parking Plan**"), which parking plan must contain, at a minimum, the following elements:

1. The Applicant shall purchase from the Village employee parking permits for all employees that drive to the Property, and Applicant's employees may not park in any Village public parking spaces while at the Property except those designated by the Village for use pursuant to such employee parking permits, (including during such times that employee parking is not restricted to specific locations and times).
2. For any event scheduled between 8:00 a.m. and 6:00 p.m. on weekdays, for which valet services are not provided, the Applicant shall be required to purchase from the Village banquet parking permits for guests of the event and use reasonable efforts to require such guests to park in those areas designated by the Village in the Village parking garage. The Applicant shall purchase permits for the total number of guests registered to attend the event and shall make all reasonable efforts to distribute the permits to the guests prior to the day of the event.
3. For any event held on the Property that starts after 5:00 p.m. and that would have more than 75 registered guests, the Applicant shall be required to secure and provide valet parking services during the event.
4. When valet parking services are not provided for an event held between 8:00 a.m. and 6:00 p.m. on weekends, the Applicant shall provide information to the guests to park in the Village's parking lots and garages, which information shall be provided to guests at least 24-hours prior to the event.

5. The Applicant may request the Village to designate up to two parking spaces in front of the Property as fifteen-minute parking spaces.
 6. Loading and unloading for on- and off-site events shall take place only in the Property's dock area and not on public rights-of-way. Notwithstanding anything to the contrary contained herein, it shall not be a violation of this Section 3.D.6 if Applicant's vendors load and unload items through the front door of the Property so long as the items loaded and unloaded are carried by hand and the vendor takes no more than two trips from the delivery vehicle.
 7. No load-out after an event may occur between 1:00 a.m. and 7:00 a.m. on Saturday and Sunday mornings, or between 11:00 p.m. and 7:00 a.m. on Sunday through Thursday, except for: (i) the Sunday night before Memorial Day, on which a load-out may occur until 1:00 a.m. on Labor Day; (ii) July 3 if such date is on a Sunday, on which a load-out may occur until 1:00 a.m. on July 4; (iii) the Sunday night before Labor Day, on which a load-out may occur until 1:00 a.m. on Labor Day (iv) December 30, on which a load-out may occur until 1:00 a.m. on December 31; and (v) December 31, on which a load-out may occur until 2:00 a.m. on January 1.
- E. Compliance with Regulations. Except to the extent specifically provided otherwise in this Resolution, the development, use, and maintenance of the Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time, including, without limitation, compliance with all Village ordinances regarding noise.
- F. Reimbursement of Village Costs. In addition to any other costs, payments, fees, charges, or contributions required under applicable Village codes, ordinances, resolutions, rules, or regulations, the Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Resolution. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check.

SECTION 4: RECORDATION OF RESOLUTION; BINDING EFFECT. A copy of this Resolution will be recorded with the Cook County Recorder of Deeds. This Resolution and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Applicant and each of its heirs, representatives, successors, and assigns.

SECTION 5: FAILURE TO COMPLY. Upon the failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Resolution, in addition to all other remedies available to the Village, the approvals granted in Section 2 of this Resolution will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so

revoke the approvals granted in Section 2 of this Resolution unless it first provides the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Code, as the same may, from time to time, be amended. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 6: SEVERABILITY. If any provision of this Resolution or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Resolution shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Resolution to the greatest extent permitted by applicable law.

SECTION 7: AMENDMENTS TO PROPOSED USE. Any amendments to the approvals granted in Section 2 or the conditions set forth in Section 3 of this Resolution may be requested by the Applicant in writing to the Village. Prior to amending this Resolution, the Village Council must hold a public hearing on any proposed amendments, and notice of such public hearing shall be given in the same manner as set forth in Section 17.72.040(D)(3) of the Zoning Code.

SECTION 8: EFFECTIVE DATE.

A. This Resolution will be in full force and effect from and after its passage and approval as provided by law, and upon providing satisfactory evidence to the Village that the Applicant has entered into a lease for the Property.

B. The Approvals set forth in Section 2 of this Resolution will be effective only upon the filing by the Applicant and Owner with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit B** attached to and, by this reference, made a part of this Resolution to accept and abide by each and all of the terms, conditions, and limitations set forth in this Resolution and to indemnify the Village for any claims that may arise in connection with the approval of this Resolution.

C. In the event that the Applicant and Owner do not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 8.B of this Resolution within 60 days after the date of passage of this Resolution by the Village Council, the Village Council shall have the right, in its sole discretion, to declare the Approvals granted in this Resolution null and void and of no force or effect.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

Lot 6 and the Northerly 4 feet of the Easterly 150 feet of Lot 7 in Block 5 in Lakeside Jared Gage's Subdivision of part of the East 1/2 of the Northwest 1/4 of fractional Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, recorded February 8, 1872, as document 12387, in Cook County, Illinois.

P.I.N. 05-17-123-017-0000

Commonly known as 915 Green Bay Road, Winnetka, Illinois.

EXHIBIT B

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Winnetka, Illinois ("**Village**");

WHEREAS, 915 Greenbay Road, LLC ("**Owner**") is the record title owner of the real property commonly known as 915 Greenbay Road, in Winnetka, Illinois ("**Property**"); and

WHEREAS, Boutique Bites, LLC ("**Applicant**") is the lessee of the Property; and

WHEREAS, the Applicant desires to use the Property as a banquet and reception hall ("**Proposed Use**"); and

WHEREAS, on _____, 2019, the Village Council approved Resolution R-37-2019 ("**Ordinance**") approving the use of the Property for a banquet and reception hall ("**Approval**"); and

WHEREAS, Section 8 of the Resolution provides, among other things, that the Resolution will be of no force or effect unless and until the Applicant and Owner have filed, within 60 days following the passage of the Resolution, its unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Resolution;

NOW, THEREFORE, the Applicant and Owner do hereby agree and covenant as follows:

1. The Applicant and Owner do hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Resolution.
2. The Applicant and Owner acknowledge that any public notices and hearings have been properly given and held with respect to the adoption of Resolution, have considered the possibility of the revocation provided for in the Resolution, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.
3. The Applicant and Owner acknowledge and agree that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's approval of the Approval for the Property or its adoption of the Resolution, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicant or Owner against damage or injury of any kind and at any time.
4. The Applicant and Owner do hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Resolution approving the Approval of the Property. Need discussion and explanation

5. The Applicant and Owner hereby agree to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village. Need discussion and explanation

Dated: _____, 2019

ATTEST: BOUTIQUE BITES, LLC

By: _____ By: _____
Its: _____ Its: _____

Dated: _____, 2019

ATTEST: 915 GREENBAY ROAD, LLC

By: _____ By: _____
Its: _____ Its: _____



Attachment B

Village of Winnetka
Community Development Department
510 Green Bay Road
Winnetka, IL 60093
(P) 847-716-3527 (F) 847-716-3588
www.villageofwinnetka.org

APPLICATION FOR ZONING ORDINANCE TEXT AMENDMENT

Legal Name of Applicant: Boutique Bites LLC

Contact Name for Applicant: Elaina Vazquez

(If applicant is a corporation or partnership, provide name of registered agent or other responsible individual)

Applicant Address: 224 N. Ada St. Chicago, IL 60607

Applicant Phone #: [REDACTED]

Applicant E-mail Address: [REDACTED]

Consultant (or Legal Counsel Name): Carlos Vazquez (for Boutique Bites only)

Consultant Address: 1016 W. Jackson, Chicago, IL 60607

Consultant Phone #: [REDACTED]

Consultant E-mail Address: [REDACTED]

Address of Subject Property for Which the Text Amendment is Necessary:
915 Green Bay Road

Parcel Identification Number (PIN) for Subject Property: _____

Zoning District of the Subject Property: C2

Please Provide the Following Information:

- 1) Please attached a narrative that includes:
 - a. Proposed language for the Zoning Ordinance text amendment.
 - b. Explains the need for the Zoning Ordinance text amendment and why the amendment would be appropriate for the zoning district for which it would apply.
- 2) Proof of ownership (e.g. deed, title policy, certified copy of trustee agreement, etc.) or legal interest in Subject Property (e.g. lease, letter of intent, etc.).
- 3) Zoning Ordinance Text Amendment Application Fee: \$800.00

Signature of Applicant: [REDACTED]

Date: 2/21/19

Print Name: Elaina Vazquez



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APPLICATION FOR ZONING ORDINANCE TEXT AMENDMENT

Legal Name of Applicant: 915 Greenbay Rd. LLC in care of United Investors, Inc.

Contact Name for Applicant: Anel Pasic

(If applicant is a corporation or partnership, provide name of registered agent or other responsible individual)

Applicant Address: 900 W. Van Buren St. Suite 105

Applicant Phone #: [REDACTED]

Applicant E-mail Address: [REDACTED]

Consultant (or Legal Counsel Name): _____

Consultant Address: _____

Consultant Phone #: _____

Consultant E-mail Address: _____

Address of Subject Property for Which the Text Amendment is Necessary:

915 Greenbay Rd Winnetka, IL 60093

Parcel Identification Number (PIN) for Subject Property: 05-17-123-017-0000

Zoning District of the Subject Property: _____

Please Provide the Following Information:

- 1) Please attached a narrative that includes:
 - a. Proposed language for the Zoning Ordinance text amendment.
 - b. Explains the need for the Zoning Ordinance text amendment and why the amendment would be appropriate for the zoning district for which it would apply.
- 2) Proof of ownership (e.g. deed, title policy, certified copy of trustee agreement, etc.) or legal interest in Subject Property (e.g. lease, letter of intent, etc.).
- 3) Zoning Ordinance Text Amendment Application Fee: \$800.00

Signature of Applicant: [REDACTED]

Date: 2/21/19

Print Name: Anel Pasic

BOUTIQUE BITES PROPOSAL

Location:

915 Green Bay Road, Winnetka, IL 60093

1st Floor – approximately 9,020 sf

2nd Floor – approximately 950 sf

Concept:

The property will be used for 3 purposes:

- Café & Retail Specialty Foods Store
 - Located in the front of the building, street facing
- Venue
 - Located in the middle of building with a separate side entrance
- Commercial Catering Kitchen & Storage for Boutique Bites
 - Located in the back of the building, attached to the loading dock

Specialty Foods Store & Café Vision:

- [Joan's on Third](#) meets Barefoot Contessa
 - White, bright, natural, clean, welcoming
- Operating Details
 - Initially will be open 6 days/week (Tuesday-Sunday)
 - Hours: 7am-7pm weekdays; 8am-6pm weekends
 - Approximately 900-950 sf
 - Food case/counter where customers order an assortment of breakfast/lunch items (quiche, salads, appetizers, etc) and/or beverages (coffee, tea, juices, etc) for takeout or the option of sitting and dining in
 - We anticipate selling wine & beer for dine-in and carryout
 - We anticipate selling packaged food from our catering company and perhaps carrying other brands in the future (jams, sauces, etc)
 - Seating for 15-20 guests inside
 - Outdoor seating during the months of May-October very desirable
 - No host or hostess is required for seating
 - We will not print menus. The menu will be on a board behind the counter and can change daily. Menu item examples include salads, sandwiches, quiche, party hors d'oeuvres, plus daily items from our catering events menus (see attached pdf menu)
 - All carryout food & beverage items will be served in eco-friendly disposables. All dine-in orders will be served on plates with flatware
 - The café will have 3-4 employees maximum at any given time
- Licensing
 - Business license for the sale of packaged food items
 - Restaurant-type food & liquor license for dine-in and carryout sales

- Community Considerations
 - This store will be an easy and convenient option for Winnetka residents in need of quick home dinners and/or party food. We will sell everything from gourmet hors d'oeuvres, to beautiful salads & sandwiches, to pre-packaged meals ready to reheat and serve at home. The aesthetic will be in line with our current branding, meaning there will be a high emphasis placed on the merchandising of the store as well as the presentation of the food and staff
 - We fully expect customers from the city and surrounding areas to seek out this location once the word is out that Boutique Bites has opened a specialty food store. One of the main requests we get from our current clients is a place where they can stop in to buy our food on the way home from work

Venue Vision:

- [Haven's Kitchen](#) meets [Cannon Green](#)
 - The venue will be similar to our current venue [BRIQUE](#). We envision the design and layout to feel comparable what we have created in the West Loop. "Napa Valley meets Nantucket" is the guiding aesthetic of the space
 - We want to keep both of the trees and the staircase that currently exist in the space, and incorporate it into the venue design
- Operating Details
 - Approximately 4,500 sq. ft.
 - Capacity – 150 guests seated with a dance floor
 - Weekday (Sun-Th) events can book 8am-10pm, Weekend (F & Sat) events can book 8am-12am. All load out completed within 1 hour of event end time
 - We will need to add additional restrooms to the space. Architectural plans for rehab work will be submitted for permitting
 - We expect bookings to fill in for 2019, with maximum Saturday bookings filled by summer of 2020. Approximately half of our Fridays and Sundays will fill in, and weekday evening corporate bookings will be popular September-December.
 - We will occasionally book multi-day meetings & conferences during the weekday
 - The venue will have a separate entrance from the café
 - We hire & train all servers & bartenders to serve the food & drinks/alcohol
 - All bartenders are Basset certified
 - The venue will have approximately 8-25 employees on-site depending on the number of guests per event (this includes the catering kitchen staff)
 - Clients are able to add on a valet option for their events (we typically recommend VIP valet). See below in Miscellaneous Section for explanation

- Licensing
 - On & Off-Premise catering & liquor license
 - Valet ordinance that allows valet parking by a company
 - A designated loading zone with 2 spaces in front of the building, if possible. This will make it convenient for guests who want to stop in the café on their way home to purchase food, as well as for vendors who need to unload something quickly.
- Pricing
 - In addition to a Venue Rental Fee, clients are required to purchase food & liquor packages for all events in the space (see attached sample menus and pricing). No individual alcoholic drinks (or cash bar packages) are sold for events.
 - We have food & beverage minimums in place based on the time of year and day of the week
- Community Considerations
 - The venue will have a Preferred Vendor List for planners, florists, photographers, décor, and audiovisual needs. Many of them will be businesses that we currently work with in the city, but this is also an opportunity for us to recommend vendors local to Winnetka and the surrounding area
 - Based on our client list and reputation, we expect to draw substantial business from Chicago and surrounding suburbs that will help local Winnetka businesses. We have a proven 10-year track record of acquiring and keeping high-end & high-income clientele. Our design aesthetic, food quality, and service standards all ensure that the venue will be booked by a wide range of clients looking for a “city experience” without directly being in Chicago (as this is becoming increasingly popular)

Boutique Bites Catering Kitchen Vision:

- The kitchen will mimic our current space in the West loop
 - It will be divided between kitchen prep space, office space and storage space (for our venue tables, chairs, and other catering supplies).
- Operating Details
 - Approximately 3,500 sq. ft. downstairs for kitchen, storage, and offices
 - Approximately 950 sq. ft. upstairs for additional storage and offices
 - All deliveries will be received through the loading dock. Deliveries usually take 5 to 15 minutes, thereby minimizing any traffic related issues
 - The catering company will have about 8-15 employees on site at any given time (this includes the kitchen and administrative staff)
 - Following are some of our current vendors & purveyors:
 - Halls Rentals
 - Tablescapes Rentals
 - BBJ Linen
 - Testa Produce + Fortune Fish

- Licensing
 - On & Off-Premise catering & liquor license (same as venue licensing needs)

Miscellaneous:

- Guest Parking
 - Street Parking on Green Bay Road
 - 90 minutes 8am-6pm, no restrictions after 6pm
 - Hubbard Woods Parking Deck
 - Upper Level – 113 spaces
 - Permit parking 8am-10:30am (M-F)
 - 2 hour parking 10:30am-6pm
 - Lower Level – 106 spaces
 - Permit parking 8am-10:30am (M-F)
 - No limits after 10:30am
 - Hubbard Woods Park
 - Approximately 70 spaces with varying timing restrictions between 90 minutes to 4 hours
 - For the café, we anticipate customers to park on the street or in the parking deck
 - Daytime Events at the Venue:
 - Weekday daytime events are not that common. In my current venue, we book about 2 of these types of events per quarter (less than 10 throughout the year). Guests typically drive and will need a place to park beginning around 9am on these days. We would like to work with the village to secure daytime parking passes for each car. If the event is booked far enough in advance, we will send the passes to the client to distribute to their guests ahead of time. If this cannot be done, guests will be instructed to pull up in front of the venue to receive their pass from one of our employees, who will then direct them on where to park.
 - Weekend daytime events are quite common (bridal and baby showers specifically) and guests will be able to park in the Hubbard Woods parking deck or the client can hire valet (but that likely won't be necessary)
 - Evening Events at the Venue:
 - For weekday evenings, guests will be able to park on the street, in the Hubbard Woods parking deck, or the client can hire valet.
 - On Weekends, for events above 75 guests (weddings, birthdays, etc), we will require valet parking. In my current experience, the valet company is licensed by the City of Chicago and coordinates all logistics associated with parking at each location. For frame of reference, only on days/evenings of booked events at the venue, the valet company is issued “no parking signs” by the city for the specific event hours, and they post them in front of my venue so

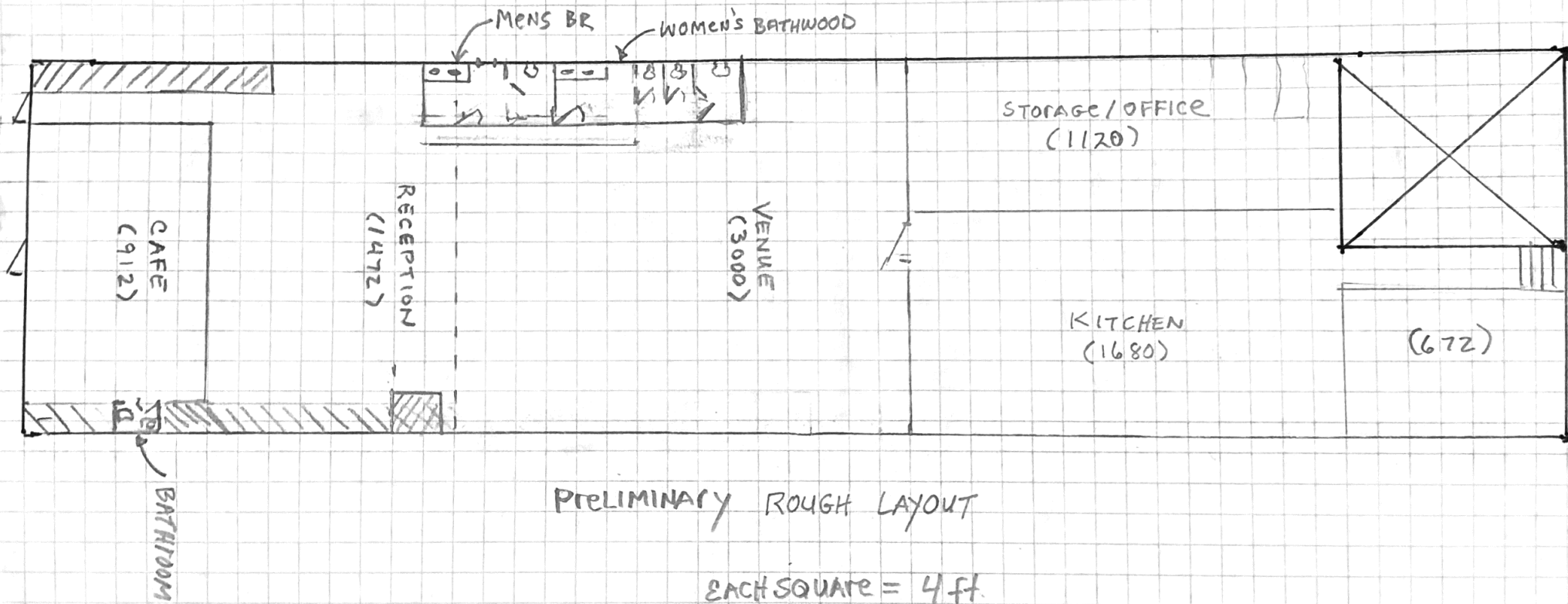
that guests can pull up in front. From there, the valet company parks the cars in the area

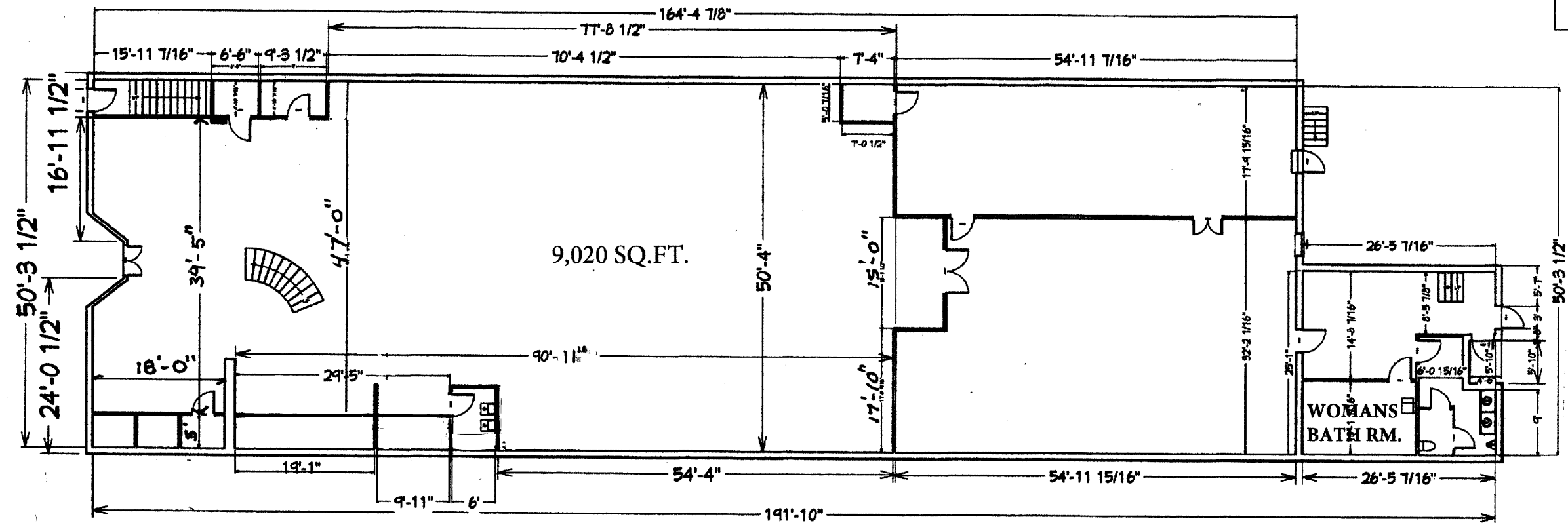
- Based on my past operations, my larger weddings and events above 125 guests average about 25 cars. However this may be more in the suburbs. The valet company has sufficient personnel to expedite the parking of the guest cars as they arrive, thereby minimizing traffic congestion.
- Employee Parking
 - My staff will either take public transportation or park in the Hubbard Woods Parking Deck. We will purchase parking passes through the village for them as well.
- Loading & Unloading
 - Loading for on and offsite events will take place in the dock area.
 - Occasionally vendors can load in through the front door if they are just dropping off a few items. But we encourage all vendors to use the loading dock in back.
 - Our longest deliveries typically take up to 10 minutes. Wedding/event vendors, such as dj's, bands and florists are instructed to pull up to the loading dock, unload all of their items into the venue, go park their vehicle, then return for full setup
- Square Footage
 - There is currently a square footage discrepancy between the amount we are allocating for the inside of the space and the amount listed on the survey and signed LOI. The reason for this is the owners are measuring the property "brick to brick" – however, that measurement does not reflect the actual square footage we are working with inside the building. We hired a licensed architect to measure the space during the LOI negotiations and they reported 9,020 sf (see attached). But the building owner wanted to keep 9,700 listed on the LOI and subsequent lease (to match his survey), so we compromised with a lower price per square foot that essentially gets us to the same monthly rent overall.
- Project Timeline
 - Preliminary approval of all licenses by April, 2019 in order to finalize & execute the lease of premises
 - Construction/remodel begins July, 2019
 - Anticipated opening – mid October, 2019
- **See Inspiration Photos Below**



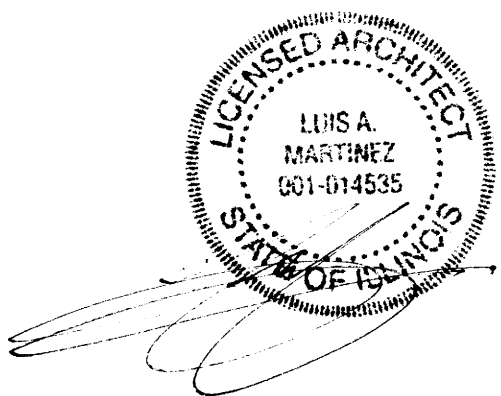


915 GREEN BAY ROAD
WINNETKA





EXISTING Ground Floor Plan
N.T.S.



MATERIALS LEGEND

		
FINISH WOOD	EARTH	STEEL
		
ROUGH WOOD OR MITERED JOINT	GRANULAR FILL	ALUMINUM
		
WOOD BLOOMING DISCONTINUOUS	SAND	BRONZE
		
PLYWOOD	CONCRETE	ELEVATION
		
BATT INSULATION	CONCRETE MASONRY UNIT (CMU)	CERAMIC TILE
		
RIGID INSULATION	BRICK	ELEVATION
		
PLASTIC LAMINATE ON PARTICULATE BOARD	LIMESTONE	BRICK
		
MARBLE	MARBLE	ELEVATION
		
GRANITE	GRANITE	GRANITE
		
TERRAZZO	CONCRETE WITH ARCHITECTURAL FINISH	GYPSUM BOARD, PLASTER, STUCCO, ETC.
		
GLASS BLOCK	CERAMIC TILE	LATH AND PLASTER
		
SLABS	SLABS	SLABS

SYMBOLS LEGEND

1 COLUMN CENTERLINE

2 MATCHLINE

3 BUILDING SECTION

4 SECTION

5 DETAIL SECTION

6 PLAN SECTION

7 ROOM NUMBER

8 DOOR NUMBER

9 WINDOW NUMBER

10 WALL TYPE

11 ELEVATION

12 ELEVATION

13 ELEVATION

14 ELEVATION

ABBREVIATIONS

[illegible]

LUIS A. MARTINEZ

LAM

ASSOCIATES INC.

ARCHITECTS-CONSULTANTS
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ARCHITECTS' STATEMENT:

I HEREBY CERTIFY THAT THESE
DRAWINGS HAVE BEEN
PREPARED UNDER MY DIRECT
SUPERVISION AND, TO THE BEST
OF MY KNOWLEDGE, COMPLY
WITH THE CITY OF CHICAGO
BUILDING CODE AND ZONING
ORDINANCES.

CENSURE SEAL AND SIGNATURE

JES A. MARTINEZ ILLINOIS
G.# 001-014535

date August-25-2010

Design By: MC

PORTFOLIO MANAGER: L.H.

PROJECT NUMBER: 08242818

[illegible]

915
GREEN BAY
ROAD
ILLINOIS

**Cover Page &
Site Plan**

Test Number: _____

CS-100

BOUTIQUE *Bites* — EST. 2008 —

Sample Catering Menus



Passed Hors D'oeuvres

\$42/dozen | minimum 2 dozen per selection

Mini Cheeseburgers

brioche bun, cheddar, lettuce, tomato

Mini Chicago-Style Hot Dogs

poppy seed bun, traditional fixin's

Lobster Tacos

avocado salsa, gyoza shell, micro cilantro

Truffle Parmesan Frites

served in mini paper cones

Mini Reuben Sandwiches

corned beef, baby swiss, thousand island, caraway braised sauerkraut

Mini Croque Madame Sandwiches

ham & gruyere on toasted brioche mornay, sunny side up quail egg

Bacon-Wrapped Dates

chorizo filling, piquillo pepper tomato sauce

Fried Chicken & Caviar

fried chicken cube topped with caviar, finished with crème fraiche

Petite Pizzas

mozzarella, prosciutto, arugula, herb oil, micro green

Smoked Salmon Blini

mini pancake, smoked salmon, crème fraiche, caviar

Tuna Tartare

sushi grade tuna, crispy rice cake, ponzu aioli

Mini Crab Cakes

dijon remoulade

Mac N Cheese Bites

3 cheese, truffle salt

Braised Short Rib on Potato cake

caramelized onions, horseradish crème

Truffle Grilled Cheese

homemade mini brioche, truffle butter

Mango Shrimp Lollipops

marinated shrimp, avocado crème



Passed Hors D'oeuvres

\$42/dozen | minimum 2 dozen per selection

Mini Meatloaf Cups

potato puree, tomato

Mini Pork Belly Sliders

house pickled jalapeno, chipotle-avocado aioli

Mini Mushroom Tacos

goat cheese, wild arugula, lime, avocado

Squash Ribbon & Prosciutto Skewers

mint vinaigrette

Watermelon Cups

feta, olive tapenade, micro arugula,
balsamic drizzle

Gold Dusted Risotto Mushroom Cups

creamy risotto served inside
mini bella mushrooms

Chicken & Waffles

buttermilk marinated chicken,
crispy waffle cube, maple-butter glaze

Shrimp & Grits

crispy cheddar-grit cake, marinated shrimp,
bacon, scallion

Grilled Polenta + Mozzarella

rosemary skewer

Mini Eggplant Parmesan

roasted tomato, mozzarella, basil

Patatas Bravas

potato cup, chili-tomato puree,
garlic aioli, chives

Brie Beignets

fried mini beignets filled with whipped brie,
topped with tomato jam

Tomato Burrata Bites

cherry tomato, truffle whipped burrata,
micro basil

Foie Gras Crostini

roasted pear, brie, micros
{ \$6 supplement/dozen }



Market Stations & Platters

{each market/platter serves 25 guests}

~ Farm “Salad” Market ~ \$300

4 Foot Table Covered with Butcher Paper

“Salad” Arranged Cobb Style

Components to Include: shaved brussels, watermelon radish, citrus wheels, assorted heirloom tomatoes, baby carrots, grilled asparagus, avocado, egg, mache lettuce
*crumbled blue cheese & sherry vinaigrette served in bowls on the side

~ Mezze Platter ~ \$175

hummus, babaganoush, tzatziki

pita bread, tomato-cucumber relish, onions, tabbouleh, cucumber rounds

~ Taco Market ~ \$250

Protein (choose 2): chicken, pork, skirt steak, shrimp, vegetables

Build: mini tortillas, avocado, cotija cheese, onion, cilantro

Sauces: tomatillo, salsa roja

~ Meat & Greet Market ~ \$250

artisanal cheese | salumi | olive oil & sea salt crackers

fig jam | fresh fruit | marinated olives

~ Chips & Guacamole ~ \$150

guacamole | pico de gallo | tortilla chips

~ Roasted Vegetable Platter ~ \$175

seasonal roasted vegetables | pesto | lemon-herb aioli

~ Crostini Market ~ \$175

bruschetta | homemade spinach & artichoke spread

olive tapenade | crostini trio

~ Seafood Market ~ \$750

king crab legs | lobster | oysters | jumbo shrimp

trio of cocktail sauces | lemons | mini tabasco sauce



Dinner Menu

\$60/guest 2 courses | \$75/guest 3 courses

Includes artisanal breads + dips/oil

Salad | selection of 1

Heirloom Tomato + Burrata
mâche, avocado, burrata
baby tomatoes, crisp capers,
champagne vinaigrette

Port Poached Pear Salad
mâche lettuce, pecan dust,
molten brie, crispy prosciutto,
sherry-shallot vinaigrette

Shaved Vegetable Salad
mâche lettuce, baby carrot,
watermelon radish, citrus,
avocado, goat cheese,
lemon-thyme vinaigrette

Summer Lentil Salad
butter lettuce,
french green lentils,
citrus segments,
shaved fennel, gremolata,
lemon-ginger vinaigrette

Baby Beet Salad
arugula, endive, baby beets,
mint, candied pecans,
goat cheese,
honey-coriander vinaigrette

California Quinoa Salad
quinoa, fried chickpeas,
avocado, hearty greens,
toasted pepitas, pesto vinaigrette

Pasta | optional mid course

Truffle Ricotta Gnocchi
sautéed mushrooms,
english peas, truffle-crème

Green Garlic Risotto
wild mushrooms, persilade,
parmigiano-reggiano

Carbonara
homemade spaghetti,
pancetta, egg yolk

Corn Agnolotti
homemade pasta, roasted
corn, corn puree, zucchini
ribbons, beurre blanc

Cacio e Pepe
homemade spaghetti,
black pepper, parmesan

Lobster Ravioli
homemade pasta,
brown butter, crispy sage
{ \$10 supplement/guest }



Fish & Meat | selection of 2
{final counts due 21 days prior to wedding}

Scottish Salmon
 mushroom crust,
 orange glaze baby turnip

Miso Glazed Black Cod
 baby bok choy, crispy leeks

Mediterranean Sea Bass
 baby vegetables, pea tendrils

Sautéed Sea Scallops
 saffron corn puree,
 purple potato chips

Crab Cake
 lump crab, herb salad
 dijon remoulade

Bacon Wrapped Shrimp
 spicy shrimp,
 crispy bacon, gremolata

Braised Beef Short Ribs
 12 hour braise,
 potato-herb gnocchi,
 local asparagus, jus

Petite Filet Mignon
 truffle potato puree,
 roasted baby carrots,
 red wine reduction

Duck Duo
 seared duck breast,
 duck leg confit pancake,
 squash puree, baby turnips

Roasted Chicken Breast
 layered potato pave,
 roasted brussel sprouts,
 grilled lemons,
 tarragon-chicken jus

Chicken Roulade
 chicken breast stuffed with
 mozzarella, roasted tomato &
 spinach; olive oil fingerlings,
 beurre blanc

Baby Lamb Chops
 grain mustard,
 creamy polenta, swiss chard
 {\$10 supplement/guest}

Vegetarian Alternatives

Roasted Aubergine
 eggplant roasted and
 filled with bulgar,
 yogurt, and fresh herbs

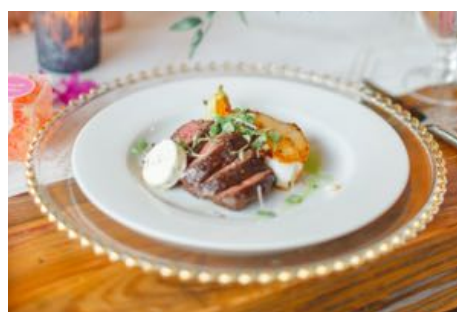
Acorn Squash Cups
 diced butternut squash,
 mushrooms, baby carrots,
 quinoa, cannellini beans, kale

Warm Lentil & Chickpea Braise
 sautéed mushrooms, arugula,
 glazed pearl onions,
 baby carrots, garlic-herb crostini

Truffle Ricotta Gnocchi
 sautéed mushrooms,
 english peas, truffle-crème

Green Garlic Risotto
 wild mushrooms, persilade,
 parmigiano-reggiano

Corn Agnolotti
 homemade pasta, roasted corn,
 corn puree, zucchini ribbons,
 beurre blanc



Food Stations

a selection of 4-6 items from the following categories is recommended
\$40 to \$60 per guest

~ COMFORT FOODS ~

Poached Pear Salad

port poached pears, arugula, brie,
crispy prosciutto, shallot vinaigrette

Baby Beet Salad

arugula, baby beets, orange segments, candied
pecans, sherry-honey vinaigrette

Boutique Bites Chopped Salad

romaine, avocado, tomato, blue cheese,
bacon, balsamic vinaigrette

Heirloom Tomatoes + Burrata

mache lettuce, heirloom tomatoes,
burrata, crispy capers, avocado,
champagne vinaigrette

Shrimp & Grits

cheesy grits, scallion, spicy shrimp, bacon

Pulled Pork + Jalapeño Cornbread

served in mini skillet

Braised Beef Short Rib “Shepherd’s Pie”

horseradish potato puree, glazed pearl onions,
and english peas, served in a mini ramekin

Mac N Cheese Mason Jars

3 cheese mac n cheese topped with
breadcrumbs, served in mini mason jars

Individual Vegetable Lasagnas

homemade pasta, sweet potato,
wild mushrooms, spinach, gruyere,
sage béchamel

Fired Chicken & Biscuits

crispy fried chicken,
buttermilk biscuits, honey butter

Mini Chicken Pot Pie

peas, carrot, jus

Bacon Wrapped Pork Tenderloin

whiskey & peach barbecue glaze



~ BOUTIQUE BITES FAVORITES ~

Honey Crisp Apple Salad

mixed greens, frisee, maple walnuts,
pickled plums, cider vinaigrette

Melon + Mâche Salad

watermelon, honeydew, cantaloupe, prosciutto,
mozzarella, basil vinaigrette

Cocktail Cheeseburgers

brioche bun, cheddar, lettuce, tomato

California Quinoa Salad

quinoa, fried chickpeas, avocado,
hearty greens, pumpkin seed, pesto

Filet Mignon on Layered Potato Cake

caramelized onions, horseradish crème

Sea Scallops + Purple Potato

saffron corn puree, purple potato chip,
scallop shell presentation

Soy Glazed Salmon

cedar plank, wild mushrooms,
edible flowers

Chicken & Waffles

korean fried chicken served in a waffle cone,
coconut brown-butter syrup

Baby Lamb Chops*

dijon-herb crust, mint-lamb jus
{ \$6 supplement/guest }

Miso Glazed Cod

black garlic potato puree, baby bok choy,
crispy leeks

Individual Pizzas

italian sausage + mozzarella or
fig jam, caramelized onion, + goat cheese

Roasted Brussel Sprouts

bacon, balsamic glaze

Salmon + Pineapple

lightly seared salmon served just warm with
pineapple, cucumber, pickled red onion,
& pineapple vinaigrette

Herb Roasted Chicken Breast

meadow haven farm chicken breast,
dijon-herb crust, tarragon chicken jus

*additional supplement required



~ MEDITERRANEAN INSPIRED ~

Truffle Ricotta Gnocchi

sautéed mushrooms, english peas,
truffle-crème sauce

Braised Beef Short Ribs + Potatoes

red wine braise, horseradish potato puree,
caramelized pearl onion

Green Garlic Risotto

wild mushrooms, persilade, mascarpone,
parmigiano-reggiano

Corn Agnolotti

homemade pasta, roasted corn,
zucchini ribbon, beurre blanc, herb oil

Wild Mushroom Ragout on Polenta

wild mushrooms, herbs, polenta,
calabrese gremolata

Warm Octopus + Fingerling Potatoes

grilled octopus, olive oil fingerlings,
celery heart leaves

Roasted Brussel Sprout + Cauliflower Gratin

toasted breadcrumb, parmesan
balsamic glaze

Orzo Salad

heirloom cherry tomatoes, kalamata olives,
feta, fresh herb vinaigrette

~ LATIN INSPIRED ~

Mixed Paella

chicken & shrimp, seasonal vegetables,
saffron rice

Warm Elote Salad

summer corn, radish, cilantro, cotija cheese,
chile-lime mayonnaise

Gambas al Ajillo

skewered garlic marinated shrimp,
chili flakes, olive oil

Cuban Sandwiches

pulled pork, ham, swiss, mustard,
grilled cuban bread

Duck Quesadillas

seared duck breast, chihuahua cheese,
tomatillo mojo, guacamole

Braised Pork Shoulder

tomato guajillo sauce, queso fresco,
pickled red onion, cilantro

Ceviche Tiradito

shrimp + snapper ceviche, spicy pico,
cilantro, corn nuts

Achiote Marinated Hanger Steak

grilled and served sliced with
black lava salt and chimichurri



Mini Desserts

\$36/dozen | minimum 2 dozen per selection
available passed or stationed

Milk + Cookie Sandwiches

heart shaped chocolate chip cookie,
buttermilk crème filling

Mini Cheesecakes

salted caramelized chocolate mousse,
sweet crumble, italian meringue,
butterscotch spiral

Cinnamon Sugar Churros

served warm in mini paper bags

German Chocolate Truffles

pecan, coconut, milk chocolate

Salted Caramel Donuts

topped with edible gold

Lemon Meringue Tarts

housemade lemon curd, toasted meringue

Mini Ice Cream Cones

choice of salted caramel, strawberry-balsamic,
chocolate-peanut butter, vanilla bean,
or coconut sorbet

Mini Pop Tarts

choice of peanut butter & jelly,
chocolate-peanut butter, lemon-blueberry,
or blackberry-lime

Mini Milkshakes

served in mini parfait glasses
with paper straws

Peach Pie in the Sky

peach streusel, homemade biscuit,
whipped cream

Mini Tiramisu Trifles

dark chocolate tuile

Angel Food Cake Parfaits

chocolate hazelnut crème anglaise,
whipped cream

Root Beer Floats

served in mini mugs with paper straws

Coconut Panna Cotta

fruit “jewels”, raspberry reduction



Bar Packages

*all packages include wine service during dinner

~ Beer, Wine, & Soft Drink Package ~ \$7/guest/hour

{1} white wine | {1} red wine | {2} domestic beers | {1} imported beer
coke | diet coke | sprite | gingerale | bottled water

~ Classic Bar Package ~ \$8.50/guest/hour

{1} white wine | {1} red wine | {2} domestic beers |
tito's vodka | bombay gin | botran blanca rum | evan william's whiskey | dewar's white label scotch |
bottled water | coke | diet coke | sprite | gingerale | orange juice |
cranberry juice | lime juice | soda water | tonic | garnishes {lemons, limes, olives, cherries} |

~ Premium Bar Package ~ \$10.50/guest/hour

{2} white wines | {2} red wines | prosecco | {2} domestic beers & {2} imported/craft beers |
choice of {1} specialty cocktail | hanger vodka | tanqueray gin | botran blanca rum |
maker's mark bourbon | jack daniel's whiskey | glenlivet 12 year scotch |
bottled water | coke | diet coke | sprite | gingerale | orange juice |
cranberry juice | lime juice | soda water | tonic | garnishes {lemons, limes, olives, cherries} |

~ Luxury Bar Package ~ \$12/guest/hour

{2} white wines | {2} red wines | prosecco | {2} domestic beers & {2} imported/craft beers |
choice of {2} specialty cocktails | grey goose vodka | hendrick's gin | botran blanca rum |
knob creek rye | bulleit bourbon | glenlivet 12 year scotch |
bottled water | coke | diet coke | sprite | gingerale | orange juice |
cranberry juice | lime juice | soda water | tonic | garnishes {lemons, limes, olives, cherries} |

~ Specialty Cocktails ~

\$225/batch each batch serves 25 cocktails

Not So Old Fashioned

fresh blackberry juice, bourbon,
housemade sage simple syrup,
frozen blackberry garnish

Bubbles & Bourbon

prosecco, bourbon, lemon juice,
housemade vanilla bean simple syrup,
lemon twist garnish

Sippin' On Gin & {Cucumber} Juice

gin, lime juice, fresh cucumber juice,
elderflower liqueur, cucumber garnish

The Right Thyme

blood orange soda, lime,
housemade thyme simple syrup, tequila,
fresh thyme garnish

Married Moscow Mule

vodka, housemade blueberry syrup, lime,
ginger beer, fresh mint

Whiskey Smash

peach preserves, whiskey, triple sec, orange juice,
club soda, orange twist garnish



DAVID LARSEN
SURVEYING LTD.
2800 N. LK SH DR. #2809
CHICAGO, IL. 60657-6250



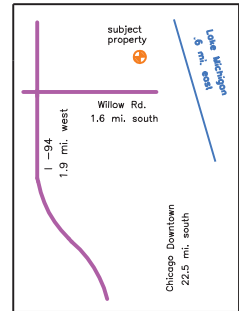
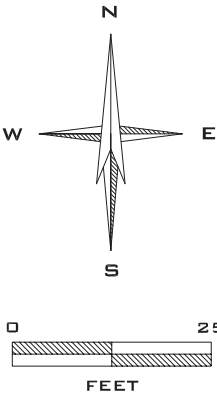
#915 GREEN BAY

ALTA/ACSM LAND TITLE
SURVEY
OF

Lot 6 and the Northerly 4 feet of the Easterly 150 feet of Lot 7 in Block 5 in Lakeside Jared Gage's Subdivision of part of the East 1/2 of the Northwest 1/4 of fractional Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, recorded February 8, 1872, as document 12387, in Cook County, Illinois.

P.I.N. #05-17-123-017-0000

PH (773) 529-3989
CL (773) 430-6603



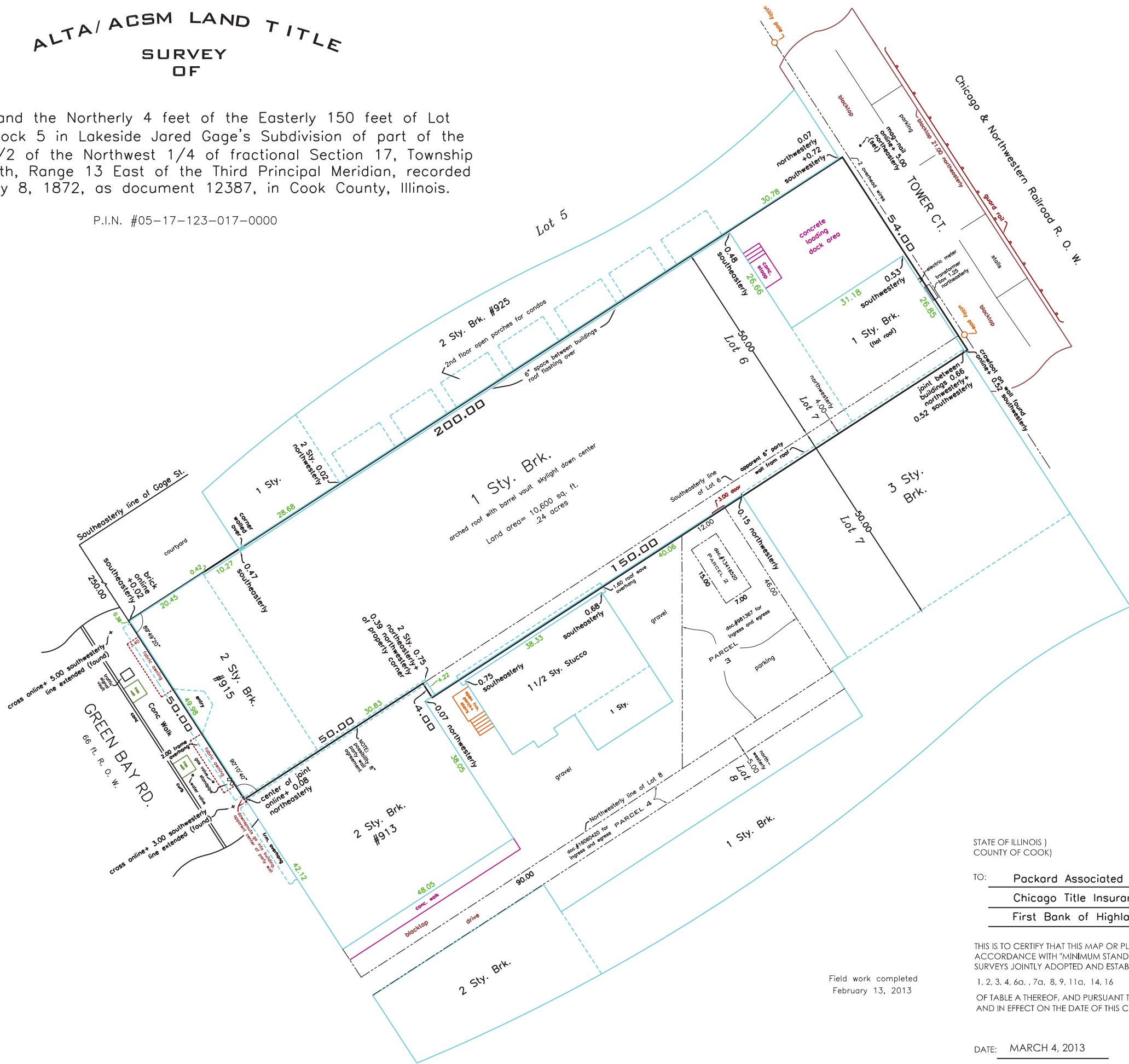
VICINITY MAP

Village of Winnetka Zoning Code designated C2- General Retail Commercial and Retail Overlay District (front)

No evidence of earth moving work on or near property

FEMA map 17031C0251J, 8/19/2008, Zone "X" determined to be outside 0.2% annual chance floodplain boundary

Order# 13101232
By~ Vincent Graham



Field work completed
February 13, 2013

STATE OF ILLINOIS)
COUNTY OF COOK)

TO: Packard Associated LP
Chicago Title Insurance Company
First Bank of Highland Park

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARD DETAIL REQUIREMENTS" FOR ALTA/ACSM LAND TITLE SURVEYS JOINTLY ADOPTED AND ESTABLISHED BY ALTA AND NSPS IN 2011 AND INCLUDES ITEMS 1, 2, 3, 4, 6a, 7a, 8, 9, 11a, 14, 16 OF TABLE A THEREOF, AND PURSUANT TO ACCURACY STANDARDS ADOPTED BY ALTA AND ACSM AND IN EFFECT ON THE DATE OF THIS CERTIFICATION FOR A SUBURBAN SURVEY.

DATE: MARCH 4, 2013

ILLINOIS PROFESSIONAL LAND SURVEYOR #3510
Agenda Packet P. 182

LIC. EXP.
11/30/2014



MARCH 15, 2019

Jeff Newcom
Holly Duran Real Estate Partners LLC
30 S. Wacker Dr. Suite 3350
Chicago, IL, 60606

Re: Letter of Intent ("LOI") for 915 Green Bay Rd. Winnetka, IL

Dear Jeff,

The following LOI outlines the general terms and conditions under which a Lease can be negotiated between Boutique Bites, LLC (hereinafter "Tenant") and 915 Green Bay Road LLC., (hereinafter "Landlord").

TENANT	Boutique Bites, LLC
LANDLORD	915 Greenbay Road LLC.
PROPERTY	915 Green Bay Rd., Winnetka, Illinois 60043
PREMISES	1st Floor: 9,700 Square Feet (SF), exclusive of exterior dock space in rear of property. However, the exterior dock space is dedicated to and for Tenant's exclusive use at no additional rental charge. 2nd Floor: 950 Square Feet (SF).
USE	Café, Event Venue & Commercial Catering Kitchen
TERM	Five (5) years and Five (5) months from Rent Commencement.
OPTION TERMS	Tenant shall have the option to renew for two (2), five (5) year periods following the primary term with twelve (12) month prior written notice to Landlord. The renewal rate for each of the Option Terms will be at the then escalated rate and continue to escalate at two and a half percent (2.5%) annually.
BASE NET RENT	1st Floor: █████ net in the first Lease year with two and a half (2.5) percent annual rent escalation thereafter (primary term and all option terms). This alternative will include the Tenant Improvement Allowance as reference on the next page. 2nd Floor: █████ net in the first Lease year with two and a half (2.5) percent annual rent escalation thereafter (primary term and all option terms).
TAX & OP EX	Tenant is responsible for its proportionate share of Taxes and operating expenses not covered by Tenant directly. 2019 Taxes and operating expenses are estimated to be █████ per SF outlined below: • Taxes: █████ per SF (estimated) • Operating Expense: █████ per SF. This includes insurance, fire/life safety and management This includes i) 24/7 professional management of the property by Landlord's management company, ii) service, testing and fees associated with the fire/life safety equipment within the property and (iii) property insurance.



GROSS RENT

ABATEMENT:

Tenant's Gross Rent will abate for the first five (5) months of the Lease Term upon Rent Commencement.

DELIVERY/POSSESSION

On or about June 1, 2019 or upon substantial completion of Landlord's work.

RENT COMMENCEMENT

The earlier of one hundred eighty (180) days following Tenant's possession on the premises or date on which Tenant opens for business in the Premises.

LANDLORD WORK

Landlord shall replace the roof, demo the interior inclusive of all drop ceilings of the space and deliver the interior of the space in open condition ready for Tenant's specialized build out subject to a mutually agreeable space plan between the Tenant and the Landlord. Landlord will also insure that the HVAC is in good working order or will repair/replace rooftop units.

TENANT IMPROVEMENT

ALLOWANCE:

Tenant will receive a tenant improvement allowance ("Allowance") based on the 1st Floor square footage, equal to ten dollars [REDACTED] for Tenant Improvements. The Tenant Improvement Allowance will be inserted into a non-interest-bearing escrow account. Tenant will be allowed to make three withdrawals during the construction process by submitting fully executed lien waivers. Upon completion of the construction process, Tenant will be allowed to submit fully executed lien waivers to draw down the remaining balance of the account.

SECURITY DEPOSIT

Based on Landlord review of Tenant financials.

UTILITIES

Landlord shall provide connections to premises for electrical, gas, water, phone/internet service to the Premises upon delivery. Tenant shall contract directly with the electrical, gas and phone utility suppliers for its service upon possession of the premises. Tenant shall be responsible for direct payment throughout the term of the Lease.

HVAC

Tenant to maintain and repair the HVAC system throughout the duration of the Lease term. Landlord will insure that HVAC is in good working order upon delivery and will replace units that are not in operable or are functionally obsolete. Tenant will have full control of system 24 hours per day 7 days per week and 52 weeks per year throughout the duration of the Lease term.

SERVICES

Tenant shall also be responsible for their own janitorial and trash removal. Tenant shall be responsible for snow removal in the rear of the property and along the front sidewalk.

TENANT WORK

Tenant to provide initial Test Fit plan at their cost. Tenant shall be responsible for their build out following possession and completion of Landlord Work. Tenant to provide Landlord with their architectural drawings prior to submittal for permit. Tenant may use their contractor of their choice provided the work is completed professionally and contractor is properly insured.

PARKING

There is on-site parking at the rear of the property in the dock area for approximately two cars which Tenant may use during tenancy at no additional charge. There is ample



street parking along Green Bay Rd. in front of the property and along Tower Ct. in rear of the property. There are also two public parking lots within one block, north and south, of this property.

SIGNAGE	Tenant may, at their option and expense, have their logo on the building façade above the premises as mutually agreed upon by Tenant and Landlord. In any event, all signage will require Landlord approval, not to be unreasonably withheld, and must comply with Winnetka municipal code. (Exhibit B)
STORAGE	Within tenant's premises only.
ACCESS/SECURITY	Tenant and its staff and clients shall have access to the Premises 24 hours a day, 7 days a week, 52 weeks per year and may install any security system they desire.
SUBLEASE/ASSIGNMENT	Landlord approval, not to be unreasonably withheld, for any sublease or assignment of Lease.
BROKERS	Other than Joe Padorr of Seneca Real Estate Group (representing the landlord) and Holly Duran of Holly Duran Real Estate Partners (representing the Tenant), no other broker is involved with this potential real estate lease. In the event that Tenant and Landlord execute a Lease, Landlord shall agree to pay Tenant's representatives a commission, pursuant to a separate agreement.

The terms and conditions outlined in the above Letter of Intent are subject to the preparation, negotiation and execution of a mutually agreeable lease document, Landlord's consent of such document and the occupancy and zoning approval by the Village of Winnetka. In no event shall the terms and conditions contained herein be deemed to be binding on either party until full execution by both parties of the formal lease agreement has occurred.

Should you have any questions or comments regarding any of the issues outlined on this Letter of Intent, please call me at your earliest convenience. If not, we would appreciate a response no later than 12:00 p.m. on Friday, March 15, 2019.

Very truly yours,

Joe Padorr

AGREED AND ACCEPTED:

LANDLORD: 915 Greenbay Road LLC

By: _____

Date: _____

3/20/19

TENANT: Boutique Bites, LLC

By: _____

Date: _____

elaina vazquez

3/18/19



Agenda Item Executive Summary

Title: Ordinance No. MC-3-2019, Adopting Parking Regulations (Introduction) and Resolution No. R-38-2019, Establishing Valet Parking Permit Fees and Daily Banquet Parking Permit Fees (Information Only)

Presenter: David Schoon, Community Development Director

Agenda Date: 04/16/2019

Consent: ☐ YES ☒ NO

☒	Ordinance
☒	Resolution
☐	Bid Authorization/Award
☐	Policy Direction
☒	Informational Only

Item History:

On 01/15/2019 and 02/19/2019, the Village Council considered the Applicant's original and amended requests, which included the creation of valet parking regulations.

On 03/19/2019 - Village Council was scheduled to hold public hearing and consider the Applicant's formal application; however, public hearing was continued at request of applicant.

Executive Summary:

On April 16, 2019, the Village Council is scheduled to hold a continued public hearing and consider an application submitted by Boutique Bites, LLC (the "Applicant"), as potential lessee of the property located at 915 Green Bay Road (the "Subject Property"), and by 915 Green Bay Road LLC, as owner of the Subject Property (the "Owner"), requesting a text amendment to the Zoning Ordinance or other alternative zoning approvals to allow a banquet and reception hall on the Subject Property. The Applicant's current plans include opening a business on the Subject Property that would contain (1) a retail special food store and café, (2) a banquet and reception hall, and (3) a catering company on the Subject Property (together all three are referred to as the "Facility").

As currently proposed as part of its operations, the proposed banquet and reception hall would use valet parking services and annual daily banquet parking permits. The proposed ordinance would create valet parking regulations and the proposed resolution would establish fees for process valet parking applications and for daily banquet parking permits.

Please see executive summary and staff report for Resolution No. R-37-2019 for further information regarding the creation of the valet parking regulations and establishing related parking fees.

Recommendation:

Ordinance No. MC-3-2019, Adopting Parking Regulations, is presented for Introduction.

Resolution No. R-38-2019, Establishing Valet Parking Permit Fees and Daily Banquet Parking Permit Fees, is presented for information only and would be presented for adoption in conjunction with with Resolution No. R-37-2019, approving the Banquet Facility, and Ordinance No. MC-3-2019 at the May 7 Regular Council Meeting.

Attachments:

Attachment A - Ordinance No. MC-3-2019
Attachment B - Resolution No. R-38-2019

ORDINANCE NO. MC-3-2019

**AN ORDINANCE AMENDING “THE WINNETKA CODE,”
AS AMENDED, TO REGULATE VALET PARKING IN THE VILLAGE**

WHEREAS, the Village of Winnetka is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, properly-executed valet parking operations can benefit Village businesses and residents by reducing traffic congestion and providing parking alternatives; and

WHEREAS, poorly-executed valet parking operations threaten vehicular and pedestrian safety, increase traffic congestion, and interfere with Village services; and

WHEREAS, the Village Council has determined that it is necessary to regulate valet parking in the Village to ensure that valet parking be conducted according to best practices and to minimize the potential negative effects of valet parking; and

WHEREAS, the Village Council has determined that it will serve and be in the best interest of the Village and its residents to regulate valet parking in the Village, as set forth in the amendments to "The Winnetka Village Code," as amended ("**Village Code**"), adopted pursuant to this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF WINNETKA, COOK COUNTY, STATE OF ILLINOIS, as follows:

SECTION ONE: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the Village Council.

SECTION TWO: VALET PARKING. Title V, entitled “Business Licenses and Regulations,” of the Village Code shall be, and is hereby, further amended to add a new Chapter 5.76, which shall read as follows:

“Section 5.76.010 Definitions.

Wherever the following words or phrases are used, they shall, for purposes of this Chapter, have the meanings ascribed to them in this Section 5.76.010, except when the context otherwise indicates:

- A. “Applicant” means the person who applies for a valet parking permit pursuant to Section 5.76.030 of this Chapter. An applicant may be a person, a single business, or a group of businesses; provided, however, that in the event that a group of businesses desire to jointly provide valet parking services, one business shall be listed as the primary

applicant and responsible party for all of the applicant's obligations under this Chapter.

- B. "Attendant" means a person employed by an applicant or valet parking operator to operate a vehicle in the course of providing valet parking services.
- C. "Customer" means any person granting temporary custody of a motor vehicle to a valet parking operator or attendant for the purpose of valet parking services.
- D. "Stadium parking" means the double or triple parking of vehicles in a manner as to cause one or more vehicles to be "parked in" and not movable without first moving another vehicle.
- E. "Valet parking operator" means a person, firm, or corporation hired by an applicant to provide valet parking services; provided, however, that regular employees of a corporate applicant shall not be considered "valet parking operators".
- F. "Valet parking permit" means a permit authorizing the regular provision of valet parking services in conjunction with a business located within a commercial district, as identified in the Official Village of Winnetka Zoning Map ("**Zoning Map**"), and issued in accordance with and pursuant to this Chapter.
- G. "Valet parking plan" means a written proposal submitted to the Village in accordance with Section 5.76.030.A.1 of this Chapter as part of an application for a valet parking permit.
- H. "Valet parking service" means, in conjunction with a business located within a commercial district, as identified in the Zoning Map, the receiving, taking temporary custody of, driving, moving, parking, or storing of any vehicle that is left at one location to be driven to another location for parking, whether or not a charge is levied and whether or not done under contract to the business or organization for which the vehicles are being parked or done independently. "Valet parking service" does not include (i) public or private off-street parking operations or facilities in which customers park their own vehicles and remove the keys themselves, or (ii) services conducted in the ordinary course of business by a person, firm, or corporation engaged in the business of motor vehicle sales, service, rental, repair or storage.
- I. "Zoning Code" means the "Winnetka Zoning Ordinance," as amended.

Section 5.76.020 Valet Parking Permit Required.

- A. No person, firm or corporation shall operate a valet parking service that utilizes any public streets, rights-of-way, parking lots, or parking spaces except in accordance with a valid valet parking permit issued by the Village pursuant to this Chapter.
- B. Notwithstanding any provision of this Chapter to the contrary, no valet parking permit shall be required for the operation of valet parking services that (i) are conducted solely on private property, and (ii) do not necessitate usage of any public streets, rights-of-way, parking lots, or parking spaces in the course of providing valet parking services.

Section 5.76.030 Application for Permit.

- A. Application. An applicant for a valet parking permit shall file an application therefor on a form provided by the Village, which application shall include, without limitation, the following:
 - 1. A valet parking plan, which plan must include, without limitation:
 - a. A diagram depicting the proposed traffic pattern to be followed by valet parking operators or their attendants, which diagram shall include the circulation routes to and from the designated drop-off/exchange area and the designated parking area(s);
 - b. A diagram depicting the precise drop-off/exchange area and the placement of any proposed signs, traffic control devices, key stands or kiosks that will be utilized to identify the drop-off/exchange area;
 - c. The proposed hours and days of the week during which valet parking services will be performed;
 - d. The number of attendants that will be utilized to perform valet parking services;
 - e. If applicable, the name, address, and telephone number of the valet parking operator hired by the applicant to provide valet parking services, and the name and telephone number of a primary contact person for the valet parking operator;
 - f. The full name, address, phone number and driver's license number of each attendant employed by the applicant or valet parking operator that will take custody of and operate any customer's vehicle for the

purposes of moving it to or from the designated parking area(s);

- g. Copies of any agreements or other written supporting documentation with any property owners whose property the applicant may use for valet parking services;
 - h. A statement from the owner of the property on which vehicles will be parked by the applicant or valet parking operator, if applicable, indicating (i) that privately owned parking spaces are not needed by the property owner or its agents, invitees, licensees, tenants, or other authorized guests of the property owner during the time in which the valet parking services will be provided, (ii) the number of parking spaces approved for use for valet parking services, and (iii) the location of approved spaces;
 - i. A parking study demonstrating that (i) the parking spaces proposed to be used in conjunction with the valet parking services will be available during the proposed times of operation of valet parking services, and (ii) any Village-owned parking spaces proposed to be used are otherwise underutilized;
 - j. The proposed parking pattern of vehicles; and
 - k. Photographs of all signs, traffic control devices, key stands or kiosks to be utilized in the provision of valet parking services;
- 2. A plat of survey or legal description of the applicant's property;
 - 3. An acknowledgement, signed by the applicant and in a form acceptable to the Village Attorney, stating that:
 - a. The applicant will comply with all of the provisions of this Chapter and all other applicable sections of the Village Code, including, without limitation, Section 5.76.080 of this Chapter, regarding indemnification of the Village;
 - b. All valet parking services provided pursuant to the valet parking permit will comply with the valet parking plan submitted with the application for the valet parking permit;

- c. The applicant will pay all fees required by this Chapter; and
 - d. The applicant may be held liable for any violation of this Chapter committed by a valet parking operator or its attendants in the course of providing valet parking services pursuant to a valet parking permit issued to the applicant, pursuant to Section 5.76.080 of this Chapter;
 - 4. An acknowledgment, signed by the applicant, or if the applicant plans use a valet parking operator, an authorized representative of the applicant's valet parking operator, stating that the applicant or the valet parking operator, and their attendants will comply with all of the provisions of this Chapter and all other applicable sections of the Village Code, including, without limitation, Section 5.76.080 of this Chapter, regarding indemnification of the Village;
 - 5. Proof of liability insurance, in accordance with and pursuant to Section 5.76.0.60 of this Chapter; and
 - 6. Payment of the valet parking permit application fee, in the amount set forth in the Annual Fee Resolution.
- B. **Payment of Fees.** Upon issuance of a valet parking permit, pursuant to Section 5.76.040.A of this Chapter, the applicant shall submit payment of (i) the valet parking permit application fee, (ii) any third-party legal, engineering, and other consulting or administrative fees, costs, and expenses incurred or accrued by the Village in connection with the review and processing of the valet parking permit application, and (iii) any fees imposed for the use of Village-owned parking spaces in the course of the provision of valet parking services, in an amount to be determined by the Village Manager.

Section 5.76.040 Approval or Denial of Permit; Revocation; Amendment.

- A. **Approval.** Upon receipt of a complete application for a new or renewal valet parking permit, and upon a determination that the application satisfies the standards and conditions set forth in this Chapter, the Village Manager shall approve the application and direct the Village Clerk to issue a valet parking permit to the applicant. The Village Manager may condition approval of the application upon additional provisions or restrictions that are consistent with the provisions set forth in this Chapter.
- B. **Denial or Revocation.**

1. Grounds for denial or revocation. The Village Manager may revoke an existing valet parking permit or deny an application for a new or renewal valet parking permit, upon a determination that:
 - a. The Village has a need to use the public streets, rights-of-way, parking lots, or parking spaces utilized by the applicant for valet parking services;
 - b. The valet parking service causes traffic or safety problems;
 - c. The applicant or valet parking operator is not an individual or company of good moral character and business responsibility;
 - d. The application contains any false, fraudulent or misleading material statement;
 - e. The applicant or valet parking operator has made any false, fraudulent, or misleading material statement in the course of applying for or conducting prior valet parking services in the Village;
 - f. The applicant or valet parking operator has previously violated any statute, ordinance, rule or regulation relating to the provision of valet parking services;
 - g. The applicant or valet parking operator has conducted valet parking services in the Village in an unlawful manner or in such a manner as to constitute a breach of the peace or a menace to the health, safety or general welfare of the public;
 - h. The parking spaces identified in the valet parking plan are no longer available to the extent necessary for the safe operation of valet parking services; or
 - i. The applicant or valet parking operator does not comply with the approved valet parking plan or any of the conditions in its valet parking permit.
2. Refund of Application Fee. In the event that the Village Manager denies an application for a new or renewal of a valet parking permit, the Village shall refund the application fee to the applicant; provided, however, that the Village shall have the right, but not the obligation, to retain 50 percent of the fee submitted within an application for a valet parking permit pursuant to Section 5.76.030.B of this Chapter, to reimburse

the Village for its costs in reviewing and processing the application.

3. Notification of Denial or Revocation. Upon the revocation of an existing valet parking permit or the denial of an application therefor, the Village Manager, or his or her designee, shall notify the applicant by first-class mail.
4. Appeal.
 - a. Filing of Appeal. The decision of the Village Manager to revoke a valet parking permit or to deny an application for a new or renewal or valet parking permit may be appealed to the Village Council by filing a Notice of Appeal with the Village Manager. The Notice of Appeal must include a written statement setting forth fully the grounds of appeal, and must be filed within 14 days of the date on which the Village mailed notice of revocation or denial to the applicant pursuant to Section 5.76.040.B of this Chapter.
 - b. Scheduling and Notice of Appeal. Any appeal filed pursuant to this Section 5.76.040.B.4.a. shall be heard at a regular meeting of the Village Council within 30 days of the filing of the Notice of Appeal. The Village Manager, or his or her designee, shall notify the appellant of the date and time of Village Council consideration of the appeal by first-class mail.
 - c. Village Council Determination. The decision and order of the Village Council on the appeal filed pursuant to this Section 5.76.040.B.4 shall be final.

C. Amendment of Valet Parking Permits.

1. By the Permit Holder. A valet parking permit holder may request an amendment to a valet parking permit by submitting to the Village Manager documentation supporting and detailing the reasons for the requested amendment. The Village Manager shall review the request and shall either grant or deny the amendment request, in writing, within 30 days of the date of submission of the amendment request. In the event that the Village Manager denies the amendment request, he or she shall set forth the reasons for such denial in writing. The failure of the Village Manager to grant or deny a valet parking permit amendment request within 30 days of the date of submission thereof shall be deemed a denial of the request.

2. By the Village.

- a. The Village Manager may initiate a valet parking permit amendment by providing (i) written notice to the applicant, and (ii) a statement setting forth the reasons for the amendment.
- b. The applicant shall have 30 days from the date of receipt of the written notice provided pursuant to Section 5.76.040.C.2.a of this Chapter to either (i) accept the proposed amendments, or (ii) request a meeting with the Village Manager to discuss the proposed amendments, which meeting must be conducted within 30 days of the applicant's request for the meeting.
- c. The amendments recommended by the Village Manager shall be effective upon the later to occur of (i) the date that is 30 days after the date of receipt of the written notice provided pursuant to this Section 5.76.040.C.2.a of this Chapter, and (ii) the date of the meeting between the Village Manager and the applicant conducted pursuant to Section 5.76.040.C.2.b of this Chapter.
- d. An applicant may appeal any valet parking permit amendment enacted by the Village Manager according to the procedure set forth in Section 5.76.040.B.4 of this Chapter.

Section 5.76.050 Valet Parking Permit Term.

- A. A valet parking permit issued pursuant to this Chapter shall be valid only for one calendar year from the date of issuance of the permit.
- B. Renewal of a valet parking permit shall be submitted to the Village not later than 90 days prior to the expiration of the applicant's existing valet parking permit.

Section 5.76.060 Liability Insurance Required.

- A. The applicant or valet parking operator, if a valet parking operator is retained by an applicant, shall maintain at all times (i) general liability insurance covering all locations at which the valet parking services are or will be operated, in the minimum amounts of \$1,000,000 per occurrence for bodily injury and property damage (Combined Single Limit), and (ii) a \$1,000,000 umbrella insurance policy.
- B. The insurance policy required pursuant to this Section 5.76.060 shall be for a term at least coextensive with the duration of the valid valet

parking permit issued to the valet parking operator and shall not be subject to cancellation, except upon 30 days prior notice to the Village.

- C. Upon termination or lapse of the applicant's or valet parking operator's insurance coverage, any permit issued to the permit holder shall automatically expire.

Section 5.76.070 Conduct of Valet Parking Operations.

- A. The applicant and the valet parking operator shall ensure that attendants park all cars entrusted to the applicant and the valet parking operator in secure and legal parking places and in accordance with the approved valet parking plan and the provisions of this Chapter.
- B. The applicant and the valet parking operator shall sign a statement indicating they will perform a driver's license check on all valet parking operators and attendants to ensure that operators and attendants possess valid driver's licenses issued by any state.
- C. The applicant, valet parking operator, and their respective attendants shall, when conducting a valet parking operation, wear a clearly legible patch, insignia, or badge on the clothing identifying the name of the valet parking operator.
- D. Temporary Signs and Devices.
 - 1. No temporary signs or devices designating valet parking spaces may be used other than those approved by the Village as part of the submitted valet parking plan.
 - 2. Portable Traffic Control Devices. Valet parking spaces may be designated with portable traffic control devices (including, without limitation, cones), provided that the devices (i) are not greater than four feet in height, (ii) are placed in the valet parking spaces no earlier than one hour before valet parking services begin, (iii) are removed immediately upon cessation of valet parking services, and (iv) do not obstruct designated traffic lanes.
 - 3. All signs utilized in conjunction with valet parking services must comply with (i) Chapter 15.60 Signs of the Village Code, and (ii) the Manual on Uniform Traffic Control Devices; provided, however, that a valet parking operator may utilize one "A-frame" type sign, no larger than 24" x 36" including supports elements, for the purpose of providing notification of the valet parking service and fee at the established exchange area, which signs may be placed no earlier than two hours

before valet parking services begin and must be removed immediately upon cessation of valet parking services.

4. The valet stand sign must include a message encouraging customers to remove all valuables from view within the vehicle.
- E. Valet parking services shall not impede circulation in parking lots or on public rights-of-way.
- F. Stadium parking may only be used in conjunction with valet parking services if (i) the stadium parking does not impede vehicular circulation, and (ii) is part of an approved valet parking plan.
- G. In the event that off-site property is used for valet parking, as shown on an approved valet parking plan, and the owner of the off-site property revokes or otherwise abrogates the use of that off-site property for valet parking, the applicant must (i) cease all valet parking services, and (ii) submit an amended valet parking plan, pursuant to Section 5.76.040.C of this Chapter, within 30 days of the revocation or abrogation of the use of the off-site property. The applicant shall not resume valet parking services until the amended valet parking plan is approved by the Village Manager in accordance with Section 5.76.040.C of this Chapter.
- H. Valet parking services may only be conducted in those areas identified in an approved valet parking plan; provided, however, that in the event that all of the parking spaces identified in the valet parking plan are otherwise in use, valet parking services may temporarily use other available spaces in any parking lot identified in the valet parking plan, pursuant to the following conditions and restrictions:
1. Parking spaces not identified in the approved valet parking plan may not be reserved for temporary use at any time;
 2. The applicant, valet parking operator, and their respective attendants shall cease use of all parking spaces not identified in the valet parking plan immediately upon the vacation of any parking spaces identified in the valet parking plan;
 3. The applicant, valet parking operator, and their respective attendants shall not cause a vehicle to be parked in any on-street parking space, except pursuant to a valet parking plan approved by the Village specifically authorizing such use; and
 4. In the event that, at any time, valet parking services exceed the capacity identified within an approved valet parking plan, the applicant shall submit an amended valet parking plan within 15 days to the Village Manager, pursuant to Section 5.76.040.C of this Chapter.

- I. No vehicle may be stored or parked in the drop-off/exchange area for longer than three minutes.
- J. Key stands or kiosks may be used in conjunction with valet parking services only upon satisfaction of all of the following conditions:
 - 1. The key stand or kiosk shall be portable;
 - 2. The key stand or kiosk shall be placed in operation and in view of the public no earlier than one hour before valet parking services commence;
 - 3. The key stand or kiosk must be removed from the view of the public immediately upon cessation of valet parking services; and
 - 4. The key stand or kiosk may not impede pedestrian or traffic circulation, nor create a driver view obstruction; and
 - 5. The key stand or kiosk shall be placed only in front of the business for which the valet parking service is being provided, unless a waiver of this requirement is granted by the Village Manager.
- K. No applicant, valet parking operator, or their respective attendants shall drive or park any vehicle in a manner that violates any traffic or parking statutes, ordinances, rules or regulations.
- L. The applicant, valet parking operator, and their respective attendants shall remove all keys or key fobs from a vehicle and shall lock all vehicles when the attendant is not in the vehicle.
- M. The applicant and valet parking operator shall only employ attendants whose information was provided in the valet parking plan. No new attendant or employee may be utilized for valet parking services prior to providing the Chief of Police with the new employee's driver's license number and approval following a background check.
- N. Every applicant and valet parking operator shall cause to be placed on the dashboard of each customer's vehicle, in a manner so as to be conspicuously visible through the windshield of the customer's vehicle, a ticket identifying the name and phone number of the valet parking operator.
- O. All valet parking attendants must, upon taking custody of a customer's vehicle, issue a numbered receipt to each customer, which receipt must (i) identify the name, address, and telephone number of the applicant, or if the applicant has retained a valet parking operator, the name, address, and telephone number of valet parking operator, (ii) state that the applicant or valet parking operator

possesses liability insurance as required by this Chapter, and (iii) identify the charge for the valet parking service.

- P. Valet parking services may not be denied to any customer in any discriminatory manner or on the basis of businesses or establishments that any customer may be intending to patronize.
- Q. In the event that the applicant represents a group of businesses jointly providing valet parking services, the valet parking service shall not be offered from more than one central drop-off/exchange area.
- R. Valet parking services may only be provided in a manner consistent with the off-street parking requirements set forth in the Zoning Code.

Section 5.76.080 Indemnification of Village.

All applicants and valet parking operators shall hold harmless and indemnify the Village and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys from any and all claims that may be asserted at any time against any of such parties arising out of or in connection with valet parking services or the permit application process required by this Chapter, including, without limitation, claims for property damage, personal injury or death.

Section 5.76.090 Enforcement and Penalties.

- A. Any person who violates any provision of this Chapter, who makes a false statement in obtaining a valet parking permit pursuant to this Chapter, or who violates a condition of a valet parking permit granted pursuant to this Chapter, shall be fined not less than \$25.00 no more than \$750.00 for each offense.
- B. Any violation of this Chapter by any valet parking operator, attendant, employee or other agent of the applicant shall also be deemed and held to be the act of the applicant, which applicant shall be punishable in the same manner as if the violation had been committed by the applicant itself.
- C. The terms and provisions of this Chapter shall not be deemed or interpreted as superseding or preempting any agreement concerning valet parking executed and approved by the Village prior to _____, 2019, being the date of adoption of this Chapter."

SECTION THREE: PUBLICATION. The Village Clerk shall be, and is hereby, directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

SECTION FOUR: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

RESOLUTION NO. R-38-2019

**A RESOLUTION ESTABLISHING THE FEES
FOR THE PROCESSING OF A VALET PARKING PERMIT APPLICATION
AND BANQUET PARKING PERMITS**

WHEREAS, the Village of Winnetka (“**Village**”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, pursuant to Section 5.76.030 of the Winnetka Village Code (“**Village Code**”), an application for a valet parking permit shall be accompanied with valet parking permit application fee (“**Valet Parking Permit Application Fee**”); and

WHEREAS, pursuant to Section 5.76.030 of the Village Code, the Village may set fees for parking in pay-parking zonings; and

WHEREAS, the Village has determined that it would be more efficient to create a fee for banquet parking permits that may be purchased by operators and guests of banquet and reception halls (“**Banquet Parking Permit Fee**”); and

WHEREAS, the Village Council has determined that it is in the best interests of the Village and its residents to set the Valet Parking Permit Application Fee and Banquet Parking Permit Fee in accordance with this Resolution;

NOW, THEREFORE, be it resolved by the Council of the Village of Winnetka as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby adopted as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: ESTABLISHMENT OF VALET PARKING PERMIT APPLICATION FEE. The following fee is hereby established to process a valet parking permit application:

<u>Type of Permit, License or Registration</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Application Fee for Valet Parking Permit	\$250.00	5.76.030

SECTION 3: ESTABLISHMENT OF BANQUET PARKING PERMIT FEE. The following fee is hereby established for the purchase of a Banquet Parking Permit:

<u>Type of Permit, License or Registration</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Banquet Parking Permit	\$3.00	5.76.030

SECTION 4: EFFECTIVE DATE. This resolution shall be in full force and effect from and after its passage and approval according to law.

[SIGNATURE PAGE FOLLOWS]

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk



Agenda Item Executive Summary

Title: Ordinance No. MC-4-2019: Amending Liquor Code to Create Class Y (Introduction)

Presenter: Marc Hornstein, Chief of Police and Peter Friedman, Village Attorney

Agenda Date: 04/16/2019

Consent: ☐ YES ☒ NO

☒	Ordinance
☐	Resolution
☐	Bid Authorization/Award
☐	Policy Direction
☐	Informational Only

Item History:

None

Executive Summary:

On April 1, 2019, Boutique Bites, LLC applied for a liquor license with the Village. Boutique Bites business model includes the retail sale and service of alcoholic beverages by banquet and reception halls. The business model also included a speciality food store and beverage shop within the premises. The current classification of liquor licenses under Village code do not encompass the business model presented by the applicant.

The Village Attorney prepared a draft proposed amendment that would update the liquor code and create a new Class Y License.

A Class Y liquor license authorizes the retail sale of alcoholic beverages by banquet and reception halls. A banquet and reception hall is defined as a facility rented out for private events, which involves the service of food prepared on-site and seating is provided at tables along the sidewalk that occupy no less than 75 percent of the street frontage of the building space occupied by the banquet and reception hall. The license shall authorize the retail sale and service of alcoholic beverages for on-premises consumption in both the banquet space and specialty food store and beverage shop portion of the banquet or reception hall; and the packaged sale of the alcoholic beverages for off-premises consumption from the portion of the banquet and reception hall used as a food store and beverage shop.

The annual fee for a Class Y liquor license is \$1,000.00.

Recommendation:

Consider introduction of Ordinance No. MC-4-2019, amending the Winnetka Village Code to create a new Class Y liquor license classification.

Attachments:

1) Ordinance No. MC-4-2019

**AN ORDINANCE AMENDING THE WINNETKA VILLAGE CODE
TO CREATE A LIQUOR LICENSE CLASSIFICATION FOR
BANQUET AND RECEPTION HALLS**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970 and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, Chapter 5.09 of the Winnetka Village Code ("***Village Code***") regulates the sale of alcoholic beverages within the Village ("***Liquor Control Regulations***"); and

WHEREAS, the Liquor Control Regulations require, among other things, any establishment that desires to sell alcoholic beverages within the Village to first obtain a license from the Village; and

WHEREAS, Section 5.09.100 of the Liquor Regulations establishes various liquor license classifications that authorize the sale of alcoholic beverages by certain types of establishments, subject to conditions; and

WHEREAS, the Village does not have a liquor license classifications for banquet and reception halls; and

WHEREAS, the Village desires to amend Section 5.09.100 of the Village Code to establish a liquor license classification to authorize the retail sale and service of alcoholic beverages by banquet and reception halls ("***Proposed Amendment***"); and

WHEREAS, the Village Council has determined that adoption of the Proposed Amendment as set forth in this Ordinance is in the best interest of the Village and its residents;

NOW, THEREFORE, the Council of the Village of Winnetka do ordain as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this Section as the findings of the Village Council, as if fully set forth herein.

SECTION 2: CLASSIFICATION OF LICENSES. Section 5.09.100, titled "Classification of Licenses," of Chapter 5.09, titled "Liquor Control Regulations," of Title 5, titled "Business Licenses and Regulations," of the Village Code is hereby amended to read as follows:

“Section 5.09.100 Classification of Licenses.

* * *

T. Class Y Licenses. Class Y licenses authorize the retail sale and service of alcoholic beverages by banquet and reception halls. For purposes of this Section, a banquet and reception hall is: (i) a facility rented out for private events, which involves the service of food prepared on-site and seating is provided at tables; and (ii) has a restaurant or specialty food store and beverage shop located along the sidewalk that occupies no less than 75 percent of the street frontage of the building space occupied by the banquet and reception hall. Such license shall authorize: (x) the retail sale and service of alcoholic beverages for on-premises consumption in both the banquet space and specialty food store and beverage shop portion of the banquet or reception hall; and (y) the packaged sale of alcoholic beverages for off-premises consumption from the portion of the banquet and reception hall used as a food store and beverage shop. The application for a Class Y license shall be \$1,000.

* * *

SECTION 3: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

Signed:

Village President

Countersigned:

Village Clerk

Published by authority of the
President and Board of Trustees
of the Village of Winnetka,
Illinois, this ____ day of _____,
2019.

Introduced: April 16, 2019

Passed and Approved: April 16, 2019



Agenda Item Executive Summary

Title: Resolution No. R-39-2019: Approving a Class Y Liquor License for Boutique Bites (Information Only)

Presenter: Marc Hornstein, Chief of Police and Peter Friedman, Village Attorney

Agenda Date: 04/16/2019

Consent: ☐ YES ☒ NO

☐	Ordinance
☒	Resolution
☐	Bid Authorization/Award
☐	Policy Direction
☒	Informational Only

Item History:

None.

Executive Summary:

Boutique Bites, LLC submitted an application for liquor license and desires to open a banquet and reception hall with a specialty food store and beverage shop on the premises operating under the name "Boutique Bites" at 915 Green Bay Road. Based on the business model presented by Boutique Bites, the applicant is being considered for a newly created Class Y liquor license.

A Class Y license would authorize the retail sale and service of alcoholic beverages by banquet and reception halls. A banquet and reception hall is defined as a facility rented out for private events, which involves the service of food prepared on-site and seating is provided at tables along the sidewalk that occupy no less than 75 percent of the street frontage of the building space occupied by the banquet and reception hall. The license shall authorize the retail sale and service of alcoholic beverages for on-premises consumption in both the banquet space and specialty food store and beverage shop portion of the banquet or reception hall; and the packaged sale of the alcoholic beverages for off-premises consumption from the portion of the banquet and reception hall used as a food store and beverage shop.

If approved, Resolution No. R-39-2019 will grant the requested liquor license, subject to the following conditions: (i) completion of the liquor license application background investigation by the police department; (ii) final inspection and approval of the premises; (iii) issuance of a certificate of occupancy for the premises. The resolution will also update the appendix to Chapter 5.09 of the Village Code that sets forth all authorized licenses by classification, which is attached to the Resolution as Exhibit A.

Recommendation:

This item is included for information only and would be presented for adoption in conjunction with Ordinance MC-4-2019 at the May 7 Regular Council Meeting.

Attachments:

1) Resolution No. R-39-2019

RESOLUTION NO. R-39-2019

**A RESOLUTION APPROVING AND AUTHORIZING A CLASS Y
LIQUOR LICENSE FOR BOUTIQUE BITES, LLC
(915 Green Bay Road)**

WHEREAS, the Village of Winnetka (“**Village**”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Boutique Bites, LLC (“**Applicant**”) is the proposed lessee of the property commonly known as 915 Green Bay Road in the Village (“**Property**”); and

WHEREAS, the Applicant desires to operate a banquet and reception hall with a specialty food store and beverage shop on the Property known as Boutique Bites (“**Business**”); and

WHEREAS, pursuant to Section 5.09.100 of the Winnetka Village Code, on April 1st, 2019, the Applicant submitted an application to the Village for a Class Y liquor license (“**Liquor License**”) for the Business; and

WHEREAS, the Council of the Village of Winnetka (“**Village Council**”) has determined that it is in the best interest of the Village to approve and authorize the issuance of the Liquor License to the Applicant for the Business;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL AND AUTHORIZATION OF LIQUOR LICENSE. The Village Council hereby approves and authorizes the issuance of the Liquor License to the Applicant for the Business.

SECTION 3: AMENDMENT TO AUTHORIZED LIQUOR LICENSES. Pursuant to Section 5.09.030 of the Village Code, the Village Council hereby amends the Appendix to Winnetka Village Code Chapter 5.09 to read as set forth in **Exhibit A** attached to and, by this reference, made a part of this Resolution.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect from and after:

- A. Its passage and approval according to law;
- B. Approval of final inspection of the Business by the Village Chief of Police, or his designee;

- C. Completion of a criminal background check of the Applicant by the Village Chief of Police, or his designee; and
- D. Issuance of a certificate of occupancy for the Property.

ADOPTED this ____ day April, 2019, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A

APPENDIX TO WINNETKA VILLAGE CODE CHAPTER 5.09

Authorized Liquor Licenses

Classification	Issued	Licensee
A	4	Kyoto Michael Little Lan's Café Aroma
A-1	10	Avli Restaurant Little Ricky's Bad Dog House, LLC (Stacked and Folded) Trifecta Grill/The 21 Club Fred's Garage, LLC Mino's, LLC Paradise Food Italia, LLC FFMM, Inc. (George Trois & Aboyer)
A-2	1	Grateful Bites Pizza Shoppe, LLC
A-3	0	
A-4	0	
A-5	0	
B	3	Grand Food Center Lakeside Foods
C	Unlimited	Issued on an event-by-event basis
D	3	Acute Angle Wines Good Grapes Albatross Wine Company, LLC
E	0	
E-1	0	
E-2	1	Good Grapes
F	1	Starbucks
P	1	Winnetka Park District
Wine Station Rider	1	Trifecta Grill/The 21 Club
<u>Y</u>	<u>1</u>	<u>Boutique Bites, LLC</u>

[Deleted language is struck through; inserted language is double underlined.]



Agenda Item Executive Summary

Title: Resolution No. R-43-2019: Authorizing the Reimbursement of the Village of Glencoe for a Joint Water Study (Adoption)

Presenter: Brian Keys, Director of Water & Electric

Agenda Date: 04/16/19

Consent: ☐ YES ☒ NO

- ☐ Ordinance
- ☒ Resolution
- ☐ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

In 2018, the Village Managers and senior staff members from Glencoe and Winnetka met to discuss long range plans for the supply of potable water between the communities, including the possibility of a combined system. Staff prepared the scope of work required to further assess the concept and feasibility of a combined water treatment plant using a professional consultant for an objective review. The communities agreed to continue discussions and analysis in 2019, and each proposed funding in their annual budget to further this initiative. Winnetka budgeted \$30,000 in the FY 2019 for this project.

Executive Summary:

Staff from the Villages of Glencoe and Winnetka have met to informally discuss the long range water supply plans for the two utilities including the concept and feasibility of a combined water supply. While no formal long term agreement has been approved, both parties are interested in continuing to examine the feasibility of mutually beneficial concepts. It was recognized by the working group that professional services would be necessary to perform further analysis on the concept.

The group determined that a cost effective approach was to request a proposal from Strand Associates for the required professional services. Both of the Villages have used this firm for potable water related projects; specifically their water distribution systems and at their water production plants. Beyond previous knowledge of the two potable water systems, the consultant is the only firm that has modeled both systems hydraulically. As such, the firm has a unique position to cost effectively perform modeling scenarios which will be required for the next level of feasibility analysis.

Staff members from both municipalities have collaborated to develop a scope of work and met with representatives from Strand Associates. Thereafter, Strand Associates prepared a proposal (Exhibit 1) for consideration by the two parties. The agreed upon scope of work includes the following tasks:

- Evaluation of water plants
- Conceptual arrangement of water plant(s)
- Hydraulic analysis of the combined system
- Evaluation of the emergency interconnect
- Opinion of probable capital costs to construct
- Final report and presentations

The total proposed fee for the scope of work is \$69,910.

Executive Summary (continued):

Staff is requesting approval to proceed with further analysis of a combined water system on a cost sharing basis with the Village of Glencoe. The Village of Glencoe will be the contracting entity with Strand Associates. The Village of Winnetka would be responsible for 50% of the professional services and reimburse Glencoe accordingly. Project management will include representatives from each community including village managers, utility directors and professional water plant staff.

The 2019 Water Fund Budget contains \$30,000 (account #520.60.01-551) allocated for the interconnection study. The Village's share of the project is expected to be \$34,955. Completion of the study is expected to extend beyond fiscal year 2019. As such, the funding allocated for the current fiscal year should be sufficient.

Resolution No. R-43-2019, prepared by the Village Attorney, authorizes a cost sharing agreement with the Village of Glencoe for the professional services required for the water study in an amount not to exceed \$34,955.

Recommendation:

Consider adoption of Resolution No. R-43-2019, approving a cost sharing agreement with the Village of Glencoe for professional services associated with the water study.

Attachments:

Resolution No. R-43-2019
Strand Proposal

RESOLUTION NO. R-43-2019

**A RESOLUTION AUTHORIZING THE REIMBURSEMENT OF THE
VILLAGE OF GLENCOE FOR A JOINT WATER STUDY**

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, encourage and authorize cooperation between and among governmental entities through intergovernmental agreements; and

WHEREAS, the Village of Glencoe ("**Glencoe**") is an Illinois municipality located immediately north of the Village; and

WHEREAS, the Villages of Glencoe and Winnetka are examining long-term options for the potential of combining their municipal water treatment and supply system; and

WHEREAS, the Villages have both retained Strand Associates, Inc. ("**Consultant**") on a regular basis to perform engineering services associated with their respective water treatment plants and water supply systems; and

WHEREAS, given the Consultant's long existing relationship working with the Villages and its deep understanding of the Villages' water systems, Glencoe has selected the Consultant to provide an initial high-level investigation into the feasibility of the Villages of Glencoe and Winnetka developing a combined municipal water system ("**Services**"); and

WHEREAS, the Villages have agreed to equally share the cost of the Services with Glencoe serving as the lead agency in contracting with the Consultant; and

WHEREAS, Village's share of the cost for the Services is \$34,955 ("**Expenditure**"); and

WHEREAS, the Village Council has determined that it is in the best interests of the Village and its residents to authorize the Expenditure to reimburse Glencoe for the Village's share of the Services;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL OF EXPENDITURE. The Village Council hereby approves the Expenditure to reimburse Glencoe for the Village's share of the Services in amount not to exceed \$34,955.

SECTION 3: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this 16th day of April, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk



Strand Associates, Inc.®
1170 South Houbolt Road
Joliet, IL 60431
(P) 815-744-4200
(F) 815-744-4215

April 9, 2019

Mr. David Mau, P.E., Public Works Director
Village of Glencoe
675 Village Court
Glencoe, IL 60022

Mr. Brian Keys, Director of Water and Electric
Village Winnetka
1390 Willow Road
Winnetka, IL 60093

Re: Engineering Services
Glencoe-Winnetka Water Feasibility Report

Dear Mr. Mau and Mr. Keys:

This Proposal presents Strand Associates, Inc.®'s (Consultant) anticipated **Scope of Services** and associated **Compensation** for providing engineering services to the Villages of Glencoe and Winnetka, Illinois (the Villages), for the Glencoe-Winnetka Water Feasibility Report.

Scope of Services

Proposed services can be described as follows.

1. Review the following items provided by the Villages as part of this project:
 - a. Hard copy maps of the respective water distribution systems
 - b. Geographic information system data layer of the Villages' water distribution systems
 - c. Water production data for the past ten years
 - d. Fire hydrant test data
 - e. 2014 Illinois Environmental Protection Agency (IEPA) Public Water Supply Inspection Report of Winnetka Water Plant
 - f. 2018 IEPA Public Water Supply Inspection Report of Glencoe Water Plant
 - g. 2008 Long-Term Water Plant Improvement Plans—Village of Winnetka
 - h. 2014 Water Supply Planning Report—Village of Glencoe
 - i. 2016 Water Distribution Plan—Village of Glencoe
 - j. 2017 Water main Replacement Plans—Village of Winnetka
 - k. Future growth projections for the Villages through the available Chicago Metropolitan Agency for Planning (CMAP) data
 - l. Other salient data provided by the Villages
2. Evaluate the following through desktop analysis of the documents presented above:
 - a. Water demands and current water production capabilities to establish historical minimum, average, and maximum days and current production capacities.
 - b. Water demands and potential future water production capabilities to establish minimum, average, and maximum days and future production capacities based on the Villages' or CMAP data through the year 2050.
 - c. Preliminary storage requirements based on the Villages' combined maximum day curves.
 - d. Preliminary fire flow requirements for maximum day plus fire flow demand conditions (current and future).
 - e. Potential land area needed for treatment facilities under current and expanded conditions.
 - f. Differences in current hydraulic gradients supported by the Villages.
 - g. Current demands (average and maximum day between 2002 and 2018) of neighboring consecutive systems not currently served by the Villages.

C:\U:\BLH\mro\UOL\Documents\Agreements\G\Glencoe_IL\Glencoe-Winnetka Water Feasibility Report 2019\Ag\PI81.110.Prpsl.docx

Mr. David Mau, P.E., Public Works Director–Village of Glencoe
 Mr. Brian Keys, Director of Water and Electric–Village of Winnetka
 Page 2
 April 9, 2019

3. Update both hydraulic water models based on the current water system infrastructures and demand conditions of the Villages.
4. Analyze the Villages' existing distribution systems under the following demand conditions to identify potential existing deficiencies and establish base levels of service in regard to system operating pressure and available fire flow:

<u>Current Demands</u>	<u>Future Demands–Year 2050</u>
Average day	Average day
Maximum day	Maximum day
Maximum hour	Maximum hour
Maximum day plus fire flow	Maximum day plus fire flow

5. Develop initial evaluations of items No. 2 and No. 4 into a draft technical memorandum and submit to the Villages for a teleconference to collect review comments. Incorporate comments, as appropriate, following review with the Villages.
6. Identify potential improvements to the Village of Winnetka water treatment plant needed to provide wholesale water to the Village of Glencoe. Existing facility evaluation reports will be used to develop base improvements to meet existing capacity requirements.
7. Identify potential improvements to the Village of Glencoe water treatment plant needed to provide wholesale water to the Village of Winnetka (including the Village of Northfield). Existing facility evaluation reports will be used to develop base improvements to meet existing capacity requirements.
8. Identify up to four conceptual on-shore and off-shore water treatment plant locations with input from the Villages.
9. Develop conceptual water treatment opinion of probable capital construction costs based on a conventional water treatment process followed by membrane filtration for the current, future, and expanded neighboring water system supply. Opinion of probable capital construction costs shall be based on locational differences between the on-shore and off-shore locations.
10. Identify conceptual water system arrangements for the lake water intake, transmission, and pump station arrangement necessary to incorporate each of the potential water treatment plant locations within combined distribution system. For the purposes of distribution system evaluation, it is anticipated that on-shore locations will be adjacent to the existing water treatment plants.
11. Analyze the Villages' combined distribution system for each of the conceptual water treatment plant locations to identify impacts to the base level of service. Identify water distribution system improvements including water main, storage facilities, booster pump stations, and interconnects between the Villages to maintain or improve upon the base level of service, at a level acceptable to the Villages. Analysis of the combined distribution system will be performed under the following demand conditions:

<u>Current Demands</u>	<u>Future Demands–Year 2050</u>
Average day	Average day
Maximum day	Maximum day
Maximum hour	Maximum hour
Maximum day plus fire flow	Maximum day plus fire flow

12. Evaluate existing emergency interconnects to review whether capacity exists to supply the combined distribution system for the current and future maximum day demands if the proposed singular water treatment plant was out of service. Identify improvements to existing emergency interconnects or new emergency interconnects with neighboring communities needed to meet current and future maximum day demands.

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13. Prepare an opinion of probable cost and implementation schedule for identified capital improvements of the following combined water system supply alternatives:
 - a. Rehabilitating the existing Village of Winnetka water treatment plant.
 - b. Rehabilitating the existing Village of Glencoe water treatment plant.
 - c. Construction of a new on-shore water treatment plant in the Village of Winnetka.
 - d. Construction of a new on-shore water treatment plant in the Village of Glencoe.
 - e. Construction of a new off-shore water treatment plant in the Village of Winnetka.
 - f. Construction of a new off-shore water treatment plant in the Village of Glencoe.
 - g. Construction of a new on-shore or off-shore water treatment plant with the capability to serve additional future wholesale customers.
14. Prepare a draft final report and submit to the Villages. Attend two separate review meetings with the Villages. Incorporate comments, as appropriate, following review with the Villages.
15. Develop a final report and provide 20 hard copies to the Villages.
16. Prepare a presentation summarizing the report findings. Present the report at two separate Village Board meetings. Deliver 20 color copies of the presentation to each Village Board meeting.

Service Elements Not Included

The following services are not included in this Proposal. If such services are required, they shall be provided as noted.

1. Additional Site Visits and/or Meetings: Additional Village-required site visits or meetings will be provided through an amendment to this Proposal or through a separate proposal with the Villages.
2. Archaeological or Botanical Investigations: Consultant will assist the Villages in engaging the services of an archaeologist or botanist, if required, to perform the field investigations necessary for agency review through a separate proposal with the Villages.
3. Bidding- and Construction-Related Services: Bidding- and construction-related services for the project will require a separate proposal with the Villages.
4. Drawings and Specifications: Final design services including drawings and specifications, if provided by Consultant, will be performed under a subsequent proposal with the Villages.
5. Flood Studies: Any services involved in performing flood and floodway studies, if required, will be provided through a separate proposal with the Villages.
6. Geotechnical Engineering: Geotechnical engineering information will be provided through the Villages and the Villages' geotechnical consultant. Consultant will assist the Villages with defining initial scope of geotechnical information that is required to allow the Villages to procure geotechnical engineering services.
7. Land and Easement Surveys/Procurement: Any services of this type including, but not limited to, a record search, field work, preparation of legal descriptions, and/or assistance to the Villages for securing land rights necessary for siting sanitary sewer, tanks, and appurtenances will be provided through a separate proposal with the Villages.
8. Preparation for and/or Appearance in Litigation on Behalf of the Villages: This type of Service by Consultant will be provided through a separate proposal with the Villages.
9. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal

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regulations that are put in force after Services have been partially completed, will be provided through an amendment to this Proposal.

10. Services Related to Buried Wastes and Contamination: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring. Investigation, design, or construction-related services related to buried solid, liquid, or potentially hazardous wastes or soil or groundwater contamination will be provided through a separate proposal with the Villages.

Compensation

The Village shall compensate Consultant for Services on an hourly rate basis plus expenses an estimated fee of \$69,910. Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost.

Only sales taxes or other taxes on Services that are in effect at the time this Proposal is submitted are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Proposal, this Proposal will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

The estimated fee will not be exceeded without prior notice to and agreement by the Villages but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on Consultant's increase or decrease in costs caused by delays, extensions, amendments, or changes.

Schedule

Services will begin upon receipt of an executed agreement, which is expected the week of May 6, 2019. Services are scheduled for completion on April 30, 2020.

Standard of Care

The Standard of Care for all Services performed or furnished by Consultant under this Proposal will be the care and skill ordinarily used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Proposal or otherwise, in connection with Consultant's Services.

The Villages' Responsibilities

1. Assist Consultant by placing at Consultant's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to Consultant, as required by Consultant for performance of Services as part of this Proposal, data prepared by or services of others obtained or prepared by the Villages relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which Consultant may rely upon in performing Services under this Proposal.
3. Provide access to the site(s) as required for Consultant to perform Services under this Proposal.

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4. Guarantee access to and make all provisions for Consultant to enter upon public and private lands as required for Consultant to perform Services under this Proposal.
5. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by Consultant and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay Consultant's performance.
6. Provide all legal services as may be required for the development of this project.
7. Retain the services of a soils consultant to provide any necessary geotechnical evaluation and recommendations.
8. Pay all permit and plan review fees payable to regulatory agencies.

Opinion of Probable Cost

Any opinions of probable cost prepared by Consultant are supplied for the Villages's general guidance only. Consultant has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to the Villages.

Changes

1. The Villages may make changes within the general scope of this Proposal in the Services to be performed. If such changes cause an increase or decrease in Consultant's cost or time required for performance of any Services under this Proposal, an equitable adjustment will be made and this Proposal will be modified in writing accordingly.
2. No services for which additional compensation will be charged by Consultant will be furnished without the written authorization of the Villages. The fee established herein will not be exceeded without agreement by the Villages but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of Illinois Environmental Protection Agency requirements relating to the Services to be performed under this Proposal subsequent to the date of execution of this Proposal, the increased or decreased cost of performance of the Services provided for in this Proposal will be reflected in an appropriate modification of this Proposal.

Extension of Services

This Proposal may be extended for additional Services upon the Villages' authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

The Villages shall make monthly payments to Consultant for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at Consultant's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at Consultant's option, result in suspension of Services upon five calendar days' notice to the Villages. Consultant will have no liability to the Villages, and the Villages agree to make no claim for any delay or damage as a result of such suspension caused by any breach of this Proposal by the Villages. Upon receipt of payment in full of all outstanding sums due from the Villages, or curing of such other breach which caused Consultant to suspend Services, Consultant will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

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Data Provided by Others

Consultant is not responsible for the quality or accuracy of data nor for the methods used in acquisition or development of any such data where such data is provided by or through the Villages, contractor, or others to Consultant and where Consultant's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Termination

This Proposal may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. Consultant will be paid for all completed or obligated Services up to the date of termination.

Third-Party Beneficiaries

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

Dispute Resolution

Except as may be otherwise provided in this Proposal, all claims, counterclaims, disputes, and other matters in question between the Villages and Consultant arising out of or relating to this Proposal or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Illinois.

Terms and Conditions

The terms and conditions of this Proposal will apply to the Services defined in the **Scope of Services**. Any purchase orders supplied by the Villages are for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

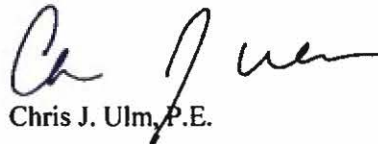
We thank you for the opportunity to provide our services for this project. If you have any comments or questions, please call me at your convenience at 608-251-4843.

Sincerely,

STRAND ASSOCIATES, INC.®



Brian L. Hackman, P.E., P.H., BCEE



Chris J. Ulm, P.E.

Exhibit A – Level of Effort/Project Fee

We have carefully reviewed the suggested scope and the associated level of effort to implement the project outlined in the RFP efficiently. The table on the following pages show our anticipated task-hour and task-fee breakdown for the Scope of Services. These fees are based on the proposed hours per task and the rates for specific project team members for completion of the project by April 30, 2020.

Task-Hour Breakdown

The following table shows our anticipated task-hour breakdown for the Scope of Services.

Task Description	Principal	Project Manager	Project Engineers	Quality Control Engineers	GIS Specialist	Secretary	Total Hours
General project administration	2	16	0	6	0	2	26
Existing information gathering and review	0	4	4	0	0	0	8
Demand, storage, and fire flow analysis	0	4	16	0	0	0	20
Existing water model update	0	0	8	0	2	0	10
Existing system hydraulic model analysis	0	0	16	2	0	0	18
Draft technical memorandum and teleconference	0	12	24	2	4	4	46
Winnetka WTP rehabilitation evaluation	0	6	26	1	0	0	33
Glencoe WTP rehabilitation evaluation	0	6	26	1	0	0	33
New WTP location analysis	0	2	4	0	0	0	6
WTP cost estimates	0	4	6	1	0	0	11
WTP conceptual arrangement evaluation	0	2	6	0	0	0	8
Combined system hydraulic model analysis	0	0	32	2	0	0	34
Emergency interconnect evaluation	0	0	14	0	0	0	14
OPCC and implementation schedule	0	4	20	0	0	0	24
Final draft report and review meetings	0	36	22	4	4	4	70
Final report and deliverables	0	4	4	0	2	4	14
Presentation and Village Board meetings	0	20	28	1	0	2	51
Total Proposed Hours	2	120	256	20	12	16	426

Project Task-Fee Summary

Based on the task-hour estimates shown above and the rates of our project team members, the following is our fee for the Water Feasibility Report.

Task Description	Labor Costs	Expense Costs	Total Cost
General project administration	\$4,740	\$230	\$4,970
Existing information gathering and review	\$1,270	\$220	\$1,490
Demand, storage, and fire flow analysis	\$2,700	\$430	\$3,130
Existing water model update	\$1,350	\$190	\$1,540
Existing system hydraulic model analysis	\$2,360	\$220	\$2,580
Draft technical memorandum and teleconference	\$6,450	\$660	\$7,110
Winnetka WTP rehabilitation evaluation	\$4,860	\$500	\$5,360
Glencoe WTP rehabilitation evaluation	\$4,860	\$430	\$5,290
New WTP location analysis	\$770	\$50	\$820
WTP cost estimates	\$1,530	\$120	\$1,650



Task Description	Labor Costs	Expense Costs	Total Cost
WTP conceptual arrangement evaluation	\$1,050	\$80	\$1,130
Combined system hydraulic model analysis	\$4,210	\$540	\$4,750
Emergency interconnect evaluation	\$1,640	\$190	\$1,830
OPCC and implementation schedule	\$3,220	\$290	\$3,510
Final draft report and review meetings	\$10,750	\$1,390	\$12,140
Final report and deliverables	\$1,900	\$760	\$2,660
Presentation and Village Board meetings	\$8,980	\$970	\$9,950
Total Proposed Fee	\$62,640	\$7,270	\$69,910

Executive Summary (continued):

Staff is requesting approval to proceed with further analysis of a combined water system on a cost sharing basis with the Village of Glencoe. The Village of Glencoe will be the contracting entity with Strand Associates. The Village of Winnetka would be responsible for 50% of the professional services and reimburse Glencoe accordingly. Project management will include representatives from each community including village managers, utility directors and professional water plant staff.

The 2019 Water Fund Budget contains \$30,000 (account #520.60.01-551) allocated for the interconnection study. The Village's share of the project is expected to be \$34,955. Completion of the study is expected to extend beyond fiscal year 2019. As such, the funding allocated for the current fiscal year should be sufficient.

Resolution No. R-43-2019, prepared by the Village Attorney, authorizes a cost sharing agreement with the Village of Glencoe for the professional services required for the water study in an amount not to exceed \$34,955.

Recommendation:

Consider adoption of Resolution No. R-43-2019, approving a cost sharing agreement with the Village of Glencoe for professional services associated with the water study.

Attachments:

Resolution No. R-43-2019
Strand Proposal



Agenda Item Executive Summary

Title: Metropolitan Mayors Caucus Greenest Region Compact 2

Presenter: Elizabeth Kunkle, Environmental and Forestry Commission Member

Agenda Date: 04/16/19

Consent: ☐ YES ☒ NO

- ☐ Ordinance
- ☐ Resolution
- ☐ Bid Authorization/Award
- ☒ Policy Direction
- ☐ Informational Only

Item History:

In December 2017, the Village Council directed the Environmental and Forestry Commission (EFC) to determine whether to recommend the Village's endorsement of the Metropolitan Mayors Caucus (MMC) Greenest Region Compact 2 (GRC2). In March 2018, the EFC recommended the Village endorse the GRC2, and it sought direction from the Village Council for the EFC to begin a further examination of the accompanying GRC2 framework for the Village, which was approved by Village Council.

Executive Summary:

The GRC2 is a municipal pledge that articulates high-level goals for communities and a future sustainable region, administered by the MMC. The original Greenest Region Compact was adopted in 2007 by nearly 100 communities, including Winnetka. The GRC2 is an update to the original Compact, and presents environmental sustainability goals for local municipalities that will contribute to positive impacts on a regional scale. The GRC2 framework is a comprehensive program consisting of 424 goals and strategies, which were distilled from 1,149 items contained in 30 local and 9 regional/national sustainability plans.

In winter 2018, the EFC began discussing benefits and feasibility of adopting the GRC2, gathering data from surrounding municipalities already implementing the GRC2 (Evanston, Glencoe, Grayslake, Hawthorn Woods, Lake Bluff, Lake Forest, Northbrook and Northfield) and soliciting information from representatives of the MMC.

The EFC has spent the past 12 months reviewing the GRC2 framework document, which lists all of the goals of the compact. Items from each of the ten categories were identified as: (i) already achieved; (ii) in progress; (iii) planned for the next six months; (iv) planned for the next 12-18 months; (v) interested in pursuing; (vi) not planned; or (vii) not relevant. As part of the analysis, the EFC also identified items that would require adoption of an Ordinance, staff direction, or EFC direction.

Executive Summary (continued):

Following this evaluation, the EFC has developed a proposed work plan to begin implementation of the GRC2 framework. The EFC recommends the following:

First, the Council should consider incorporating elements of the GRC2 framework, tailored for Winnetka through the EFC's review and analysis, into Winnetka's Comprehensive Plan. This would document the Village's sustainability goals in a real and forward-looking way so the Village Council and EFCs can continue working on identified implementation plans.

Second, the EFC will incorporate elements of the GRC2 framework, tailored for Winnetka, into the EFC's Strategic Plan, so the EFC can continue bringing focused recommendations to the current and future Village Councils.

Third, the EFC requests policy direction on whether to begin and/or continue pursuing the EFC's three recommended environmental priorities for the Village, namely Waste, Water, and Energy.

Fourth, the EFC wishes to provide regular status reports to the Council and community on progress toward meeting stated goals and deadlines.

Recommendation:

Provide the EFC with specific policy direction on proceeding with the proposed work plan outlined above.

Attachments:

1. GRC2 Report
2. GRC2 Framework Document

Attachment 1

Memorandum

To: Village Council
From: Winnetka Environmental and Forestry Commission (EFC)
Date: 4/10/2019
Re: Metropolitan Mayors Caucus (MMC) Greenest Region Compact 2 (GRC2)

Introduction

The GRC2 is a municipal pledge that articulates high-level goals for communities and a future sustainable region, administered by the MMC. The original Greenest Region Compact was first adopted in 2007 by nearly 100 communities, including Winnetka. The GRC2 is an update to the original Greenest Region Compact and presents consensus goals for environmental sustainability to be addressed by local municipalities while having positive impacts on a much larger scale. The GRC2 framework is a comprehensive sustainability tool consisting of 424 goals and strategies, which were distilled from 1,149 items contained in 30 local and 9 regional/national sustainability plans.

Background

In December 2017, the Village Council directed the EFC to determine whether to recommend the Village's endorsement of the MMC GRC2. Based on research and findings, the EFC was asked if the GRC2 is an initiative worth pursuing.

In winter 2018, the EFC met objectives by discussing benefits and feasibility of adopting the GRC2, gathering data from surrounding municipalities already implementing the GRC2 (Evanston, Glencoe, Grayslake, Hawthorn Woods, Lake Bluff, Lake Forest, Northbrook and Northfield) and soliciting information from representatives of the MMC. In March 2018, the EFC recommended the Village's endorsement of the GRC2 and sought direction from the Village Council for the EFC to begin a further examination of the accompanying GRC2 framework for the Village, which was approved by Village Council.

The EFC has spent the past 12 months reviewing the GRC2 framework document which lists all of the goals of the compact.

GRC2 Framework Summary

The EFC examined items in the accompanying framework document. Items were identified as already achieved, in progress, planned for next 6 months, planned for next 12-18 months, interested in pursuing, not planned, or not relevant for each of the 10 categories. The table below shows a detailed breakdown of this analysis.

	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant
Climate	3	5	0	0	6	6	2
Economic Development	0	8	0	0	4	0	0
Energy	2	4	1	0	13	6	11
Land	16	26	0	2	24	17	4
Leadership	0	5	0	0	5	1	0
Mobility	4	8	0	0	23	5	2
Municipal Operations	6	5	0	0	24	0	1
Sustainable Communities	9	15	1	4	15	15	1
Waste & Recycling	9	8	0	0	11	5	0
Water	21	11	1	2	25	14	8
Total:	70	95	3	8	150	69	29

Proposed Consensus Recommendation from the GRC2 Framework

As part of the analysis, the EFC also identified items that would require a proposed ordinance, staff direction, or EFC direction.

PO: Council proposes ordinance, or other Council-level action

DS: Council directs Staff to undertake

EFC: Council directs EFC to undertake

1. **Waste:** Recommend policies and actions that contribute to sustainable material management and help reduce consumption, increase use of reusable materials and products, increase recycling and waste diversion, and decrease waste overall and sent to landfill.

- a. **Studies**

- i. Measure waste and recycling volumes from Village operations in advance of consideration of developing a reduction target for those operations, followed by monitoring to validate success or propose further efforts to reduce waste and increase diversion (DS) WR1, WR1a, WR2
- ii. Measure waste and recycling volumes from residents, multi-family, commercial, planned unit development, institutional entities, and other governmental units in the Village in advance of consideration of developing a reduction target for the community, followed by monitoring to validate success or propose further efforts to

reduce waste and increase diversion (DS) WR1, WR1b, WR9, WR9a, WR9b, WR9c, WR16

b. Policies

- i. Adopt a Pay-As-You-Throw program (PO, DS) WR+6
- ii. Support and incentivize expansion of existing services to include food scrap collection, commercial and multi-family recycling, and discouraging the use of unrecyclable or hard to recycle items (such as single-use disposable plastic bags and/or utensils) (PO, DS, EFC) WR+12, WR16, WR18, WR19, WR20
- iii. Make public events “zero waste” (PO, DS) WR+8
- iv. Ensure municipal finance practices are consistent with sustainability and reinvest cost savings into sustainable initiatives (DS) MO48, MO8a
- v. Ensure municipal finance practices are consistent with sustainability and reinvest cost savings (such LRS rebate) (PO) MO 8a, in infrastructure (PO) MO 48, MO 49

c. Education

- i. Engage the Village community in sustainable material management by educating the public about waste, reduction, and diversion, and opportunities for the community to meaningfully participate in such efforts (EFC) WR21, WR22, WR24, WR25

2. **Water:** Recommend policies and actions that use and distribute water efficiently and sustainably, protect and improve water quality, and optimize the use of natural and built systems to manage stormwater while improving habitability of Winnetka.

a. Studies

- i. Reduce community water consumption by implementing water efficiency measures in Village operations and encouraging residents and businesses to identify and mitigate water losses (DS) W1
- ii. Comprehensively and sustainably manage water infrastructure (DS) W16
- iii. Review and develop codes to eliminate barriers to sustainable landscaping (PO) L33, L29a, green infrastructure BMPs including cisterns , green roofs, bioswales, permeable paving and non-mainstream approaches (e.g. poulders around homes) (DS) W39
- iv. Redevelop underutilized or contaminated properties (DS) L1c

b. Policies

- i. Protect surface and groundwater from runoff and contamination support post development runoff reduction and mitigation, and encourage residents and businesses to address flood risks on their property (PO) W9, W11, W24
- ii. Collaborate with other organizations (to enhance wetlands for improved ecosystem services) (PO) W27

- iii. Adopt codes that enable rainwater harvesting for non-potable uses (PO) W37
- iv. Adopt codes to eliminate barriers to sustainable landscaping (PO) L33, L29a

c. Education

- i. Reduce community water consumption by implementing water efficiency measures in Village operations and encouraging residents and businesses to identify and mitigate water losses (EFC) W1
- ii. Support regional and state initiatives to protect water supplies and support stewardship of Lake Michigan and the Mississippi River (EFC) W48

3. **Energy:** Recommend policies and actions to help reduce Greenhouse Gasses (GHGs), promote energy efficiency and reduced energy usage, develop renewable sources of energy, and engage the Village community in sustainability and clean energy practices to adapt to and mitigate the effects of climate change.

a. Studies

- i. Measure emissions from Village operations in advance of consideration of developing a GHG emissions reduction target for those operations, followed by monitoring to validate success or propose further efforts to reduce GHGs (DS) C1, C2
- ii. Audit, benchmark, and track energy usage in Village facilities, and promote energy audits and retro-commissioning studies of residential and commercial entities, and other governmental units in the Village (DS) E1, E2

b. Policies

- i. Where feasible and economic, adopt energy efficiency measures for Village facilities, endeavor to make procurement and other Village functions consistent with sustainability, and develop renewable energy resources on underutilized Village properties (e.g., brownfields, rooftops, etc.) (PO, DS) E5, E6, E12, E14, E16, M9, M12, M17, MO9
- ii. Support the adoption of renewable energy technologies, particularly those that expand economic development opportunities in the Village or access to alternative energy options for residents (e.g., community solar, electric vehicle charging infrastructure, etc.) (PO, DS, EFC) E12, E13, E14, E17

c. Education

- i. Engage the Village community in climate change mitigation and adaptation by educating the public about climate change, its effects, and opportunities for the community to meaningfully respond (EFC) C16, E13, E17, E33

Work Plan

Following this evaluation, the EFC has developed a proposed work plan to begin implementation of the GRC2 framework. The EFC recommends the following:

First, the Council should consider incorporating elements of the GRC2 framework, as tailored for Winnetka through the EFC's review and analysis, into Winnetka's Comprehensive Plan. This would document the Village's sustainability goals in a real and forward-looking way so that the Village Council and EFCs can continue working on identified implementation plans.

Second, the EFC will incorporate elements of the GRC2 framework, as tailored for Winnetka through the EFC's review and analysis, into the EFC's Strategic Plan, so the EFC can continue bringing focused recommendation to the current and future Village Councils.

Third, the EFC requests policy direction on whether to begin and/or continue pursuing the EFC's three recommended environmental priorities for the Village, namely Waste, Water, and Energy.

Fourth, the EFC intends to provide regular status reports to the Council and community on progress toward meeting stated goals and deadlines.

Recommendations

Provide the EFC with specific policy direction on proceeding with the proposed work plan outlined above.

Attachment 2

GRC2 Framework



March 2017

The Greenest Region **Compact 2** presents consensus goals for environmental sustainability to be addressed by local municipalities, yet it will have coordinated, positive impacts on a much larger scale.

Municipalities throughout the region are invited to formally endorse the Greenest Region Compact 2 and work in concert to achieve its goals.

The Greenest Region Compact 2 (GRC2) **Framework** is the companion document that provides suggested objectives, strategies and tools to help communities achieve consensus goals of the Greenest Region Compact 2.

The details of the Framework are organized around the 10 categories and 49 consensus goals of the Compact. *See the complete Greenest Region Compact 2 and sample municipal resolution in the Appendix.* The 10 categories are:

- | | |
|-------------------------|----------------------------|
| 1. Climate | 2. Economic Development |
| 3. Energy | 4. Land |
| 5. Leadership | 6. Mobility |
| 7. Municipal Operations | 8. Sustainable Communities |
| 9. Water | 10. Waste & Recycling |

Introduction

The Framework is built on 30 sustainability plans and guiding documents already in use by Illinois municipalities. It also incorporates more than 10 documents from regional, national or global organizations that are widely used to guide sustainable municipal actions. More than 1150 actual sustainability goals and objectives are synthesized into this Framework resulting in a broad and comprehensive guidance for municipal sustainability. Fundamentally, the Framework is built from goals and actions that are broadly applicable and suited to municipal action.

Dozens of partners, advisors and stakeholder groups contributed additional objectives, strategies and tools supportive of the consensus GRC2 goals, and for this we are grateful. See Appendix. These contributions help connect the consensus goals to achieve greater positive impacts at the regional, state, national and global levels. Many of the partner programs cited in the Framework offer assistance and guidance to help municipalities achieve GRC2 objectives, thus creating a synergy between local efforts and existing resources.

For more information on the methodology used to construct the Framework see the full report, [Greenest Region Compact, Opportunities + Impact](#), Metropolitan Mayors Caucus, 2014.

How to Use the GRC2 Framework

HOW TO USE THE GRCZ Framework

The Framework can guide municipalities of all sizes and strengths towards sustainability actions. For communities with no formal sustainability plan, the extensive Framework offers a menu of options that could be used to construct a local, tailored sustainability plan. Communities can begin by assessing actions already accomplished and underway. Then they may choose priority objectives and strategies on which they will begin work. The Framework is broadly applicable to most communities so users will need to refine

CLIMATE	Category	 GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource		
			> STRATEGY															
			+ ADVANCED STRATEGY															
Greenhouse Gas Emissions	Reduce greenhouse gas emissions	C1	Establish a Greenhouse Gas (GHG) emission reduction target:					X								X		
		C1a	>Utilize US EPA's Local Climate Action Framework to plan and evaluate climate strategies						X							Y		
		C2	Measure and monitor GHG emissions					X								Y		
		C2a	>Measure and monitor GHG from municipal operations					X										
		C2b	>Measure and monitor GHG community wide					X										
		C+3	+ Verify and report climate action to Carbon Climate Registry						X							Y		
		C+4	+ Participate in carbon offset program						X									
		C+5	+ Commit to the Compact of Mayors					X								Y		
	Air Quality	Maintain clean and healthful air	C6	Regulate burning of landscape waste	X									Burning of leaves prohibited Village Code 8.16.090			X	
			C7	Facilitate compliance of federal air quality standards by businesses							X							
			C8	Participate in Illinois Partners for Clean Air						X							Y	
			C9	Discourage the use of high-emitting small engines, such as for landscaping	X										Gas leaf blower ban (June 1 - October 1) Village Code 9.16.020			X
			C10	Reduce volatile organic compound (VOC) emissions for municipal operations by using low VOC cleaners, paints, and paving practices		X									Coal tar ban Village Code 5.74.020			X
			C11	Establish policies to meet Illinois Dept of Public Health Indoor Air quality standards		X									No Idling - Public Works SOP 17.4; Annual testing of municipal buildings		Y	
		C12	Coordinate resiliency efforts with federal, state and regional planning agencies		X							Forest Preserve District, SWANCC, Cook County (stormwater)			X			

CLIMATE

	Resiliency	Develop resiliency to climate change impacts	C12a	>Prepare Pre-Disaster Hazard Mitigation Plan	X										Emergency Operations Plan; FEMA training of staff members	Y	
			C13	Collaboratively manage urban heat islands							X						
			C+14	+ Assess infrastructure and public safety threats from extreme weather events		X								Stormwater Master Plan	Y	X	
			C+15	+ Develop a resiliency plan to protect assets, public health, and provide essential services through natural and man-made disasters		X								Stormwater Master Plan; Tornado sirens	Y	X	
	Education & Outreach	Engage the community in climate change mitigation and adaptation	C16	Educate the public about climate change					X						Y		
			C17	Participate in Cool Communities						X					Y		
			C18	Inform the community about air quality index and air pollution action days						X					Y		
	Total					3	5	0	0	6	6	2					

ECONOMIC DEVELOPMENT	Category	 GOAL		OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
				> STRATEGY												
				+ ADVANCED STRATEGY												
	Workforce Development	Promote innovation and a competitive workforce	ED1	Connect local businesses with education training, and jobs related to sustainability		X							Go Green Winnetka, Business Resource Guide, SBA events & programs	Y	X	
			ED2	Advocate for the development of a competitive 'green workforce'					X							
			ED3	Advocate for new opportunities in the clean energy industry					X				IMEA Program	Y		
	Innovation		ED4	Encourage green innovation among residents and local businesses		X							Green Awards, IMEA Program		X	
			ED5	Collaborate to support innovation centers					X					Y		
	Green Economy	Cultivate local and sustainable development, jobs, and businesses	ED6	Attract and retain businesses that practice and promote sustainability		X							Economic Development Coordinator; Business Development resource webpage		X	
			ED7	Recognize and support businesses who practice and promote sustainability		X							Press releases, e-developments newsletter	Y	X	
ED8			Promote local goods and services		X							Neighborhood Champion for Small Business Saturday, shop local marketing, business directory, Farmers Market		X		
ED9			Create and promote a community brand featuring natural resources or cultural characteristics of community		X							Shop, Dine, Discover economic development tagline, which incorporates nature and park images. New trail tree logo (2018 Streetscape & Signage Plan) and promoting use of the Green Bay Trail. New farmers' market.	Y	X		
ED10			Promote tourism featuring natural and cultural assets of the community		X							Members of the Chicago North Shore Convention & Visitors Bureau.	Y	X		

Economic Development

	Policy		ED11	Promote the economic prosperity of the community		X										Dedicated economic development marketing and event sponsorship budgets.		X
			ED12	Advocate for expanded job opportunities and sufficient wages					X									
			Total				0	8	0	0	4	0	0					

ENERGY	Category	 GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY													
			+ ADVANCED STRATEGY													
Energy Efficiency	Use energy for building and facilities efficiently	E1	> Conduct energy audits of municipal facilities						X						Y	
		E2	Support energy audits and retro-commissioning studies of residential, commercial and institutional facilities						X				IMEA Energy Efficiency Upgrade Rebate Program		Y	X
		E3	> Conduct retro-commissioning studies to optimize public facility performance							X					Y	
		E4	> Implement operational changes recommended in the retro-commissioning study							X						
		E5	Implement energy efficiency measures that have a short-term payback (i.e. lighting, occupancy sensors)			X							LED lighting upgrades to Village-owned buildings		Y	X
		E6	Implement energy efficiency measures that have a longer-term payback						X				Possibility of solar panels			
		E7	Collaborate with utilities and other agencies to upgrade streetlight equipment and integrate smart technologies			X							W&E has started to install LED lights			X
		E8	Achieve ENERGY STAR certification for municipal buildings							X					Y	
		E+9	+ Utilize performance contracts to finance large energy efficiency projects								X				Y	
		E+10	+ Demonstrate extreme energy efficiency with a model Passivhaus building							X					Y	
		E+11	+ Budget and plan for long-term energy efficiency equipment upgrades						X							

Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY												
			+ ADVANCED STRATEGY												
Renewable Energy	Advance renewable energy	E12	Install and operate renewable energy systems at municipal facilities					X				Currently seeking quotes for small solar project			
		E12a	> Use power purchase agreements, leasing and other strategies to finance renewable energy systems					X				IMEA - small solar PPAS, 1.5MW wind PPA	Y		
		E13	Support the adoption of renewable energy technologies in the community					X				Solar connection to grid permitted; SolSmart			
		E13a	>Adopt codes and permitting practices that support renewable energy systems in the community					X				SolSmart			
		E13b	> Facilitate access to renewable energy systems through collaborative purchasing for residents and business					X					Y		
		E14	Procure renewable energy for public facilities		X							Power from IMEA - some is renewable	Y		
		E14a	>Become a US EPA Green Power Community					X				Currently investigating to see if Village qualifies	Y		
		E15	Support procurement of renewable energy through community choice aggregation							X		N/A	Y		
		E16	Develop renewable energy capacity targeting underutilized public properties (i.e. brownfields)						X			On hold - landfill will be part of stormwater project			
		E+17	+ Collaborate to provide access to community solar						X			In need of a location	Y		

Category	 GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
		> STRATEGY												
		+ ADVANCED STRATEGY												
Energy Management	Reduce energy consumption	E18	Power down equipment when possible					X						
		E19	Participate in demand response programs							X		Not available at this time		
		E20	Track and benchmark energy consumption through ENERGY STAR Portfolio Manager					X				Potential - need to identify resources to compile	Y	
		E21	Utilize energy management expertise (i.e. Building Operator Certification and Certified Energy Manager)							X			Y	
		E22	Participate in energy management challenges and programs							X			Y	
		E+23	+ Utilize performance contracts to finance energy efficiency projects when feasible							X		Policy decision	Y	

ENERGY		Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
					> STRATEGY												
					+ ADVANCED STRATEGY												
Policy	Enact policies that support clean energy	E24		Adopt current Illinois Energy Conservation Code (IECC) and report compliance								X				Y	
		E25		Facilitate the adoption of renewable energy technologies (i.e. solar, geothermal) by adapting building and zoning codes			X							SolSmart - member of MMC Cohort		X	
		E+26		+ Collaborate to advance Property Assessed Clean Energy (PACE) policies							X					Y	
		E+27		+ Adopt 'stretch codes' setting higher standards for energy efficiency than IECC							X			Policy decision		Y	
		E+28		+ Enact an ordinance requiring periodic benchmarking for large energy users							X			Policy decision		Y	
		E+29		+ Negotiate franchise agreement with utilities to exercise lump sum payment option to finance clean energy								X					

Category	 GOAL		OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY											
			+ ADVANCED STRATEGY											
Education & Outreach	Engage the community in clean energy practices	E30	Partner with electric and gas utilities to promote energy efficiency programs to the community		X							North Shore Gas Home Energy Rebate Program	Y	X
		E31	Promote the use of ENERGY STAR certified appliances and equipment	X									Y	X
		E32	Publicly recognize institutional and private buildings that achieve a specific energy efficiency targets	X								Green Awards		X
		E33	Collaborate to educate the community about clean energy options					X				EFC Communications & Outreach; SolSmart	Y	X
Total				2	4	1	0	13	6	11				

LAND	Sustainable Development	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource	
					> STRATEGY													
					+ ADVANCED STRATEGY													
			Encourage strategic development that upholds sustainability principles	L1	Reduce sprawl by promoting infill development to reduce adverse impacts on natural resources and infrastructure demands							X				Y		
				L1a	>Encourage the development of compact and complete residential neighborhoods						X							
				L1b	>Protect greenfields and open space		X							Work with Winnetka Park District			X	
				L1c	>Redevelop underutilized or contaminated properties					X				Landfill		Y		
				L2	Prioritize redevelopment projects and infrastructure investment for transit-served locations					X				Hubbard Woods Train Station		Y		
				L2a	>Pursue transit oriented development and transit-supportive land uses in new development					X								
				L2b	>Seek public-private partnerships to create transit-oriented developments					X								
				L3	Collaborate with neighboring communities to jointly create sustainable developments		X							Stormwater Master Plan - MOU w/ FPDCC			X	
				L4	Encourage conservation design to protect natural resources					X						Y		
				L5	Promote Sustainable Sites Certification for commercial and institutional landscapes						X					Y		
				L6	Integrate resiliency into land development decisions					X						Y		
				L7	Support local food production by assuring access to affordable land							X						
				L8	Evaluate proposed developments for on groundwater levels and water quality.		X							Flood Plain information on website			X	

LAND	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource	
				> STRATEGY													
				+ ADVANCED STRATEGY													
Land Preservation	Conserve restore and enhance natural features and ecosystems	L9	Using data such as the Green Infrastructure Vision and the Illinois Natural Areas Inventory, watershed plans, identify key natural assets, landscape features, parcels with high value for connectivity and ecosystem function						X						Y		
		L10	Conserve key natural assets and open space		X												X
		L10a	>Through direct acquisition and management					X								Y	
		L10b	>Through collaborations and cooperative agreements such as conservation easements					X								Y	
		L11	Guide future development to conserve natural topography, views, drainage patterns, existing vegetation, and historic or cultural assets					X									
		L12	Prioritize the acquisition, dedication and management of lands to create connected greenways		X								Green Bay Trail		Y	X	
		L13	Prioritize the acquisition of land to protect groundwater recharge areas						X								
		L14	Manage public and private landscapes to optimize ecosystem services and support biodiversity					X					Stormwater BMP Guide		Y		
		L14a	>Collaborate to restore prairie, wetland, forest and other important ecosystems in the community		X								Stormwater Master Plan - Working with Forest Preserve District (MOU)			X	
		L14b	>Monitor and control invasive species in natural areas and throughout the community		X								Village Forester oversees Emerald Ash Borer and Dutch Elm Disease programs		Y	X	
		L14c	>Ensure long-term maintenance and management of protected natural areas within Conservation Design development					X									
		L15	Protect and restore soil integrity		X								Engineering Design Guidelines			X	
		L15a	>Enforce soil erosion and sediment control regulations for construction sites		X								Engineering Design Guidelines			X	

LAND	Category	 GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY													
			+ ADVANCED STRATEGY													
Parks & Open Space	Support networks of accessible, well-used and enjoyable parks	L16	Develop a park and open space master plan			X							Park District Master Plan; Master Beach Plan			
		L17	Maximize the amount of public spaces and parks accessible to residents						X				Park District			
		L17a	>Collaborate to provide access to under-utilized land (i.e. utility right of ways) for trails, community gardens, and sustainable landscapes							X						
		L17b	>Optimize linkages between parks and open spaces			X							Park District Bikeway System Master Plan		X	
		L17c	>Work with developers to integrate and develop open space reserves and trails in developments							X						
		L17d	>Collaborate with private property owners to create vibrant public gathering spaces (placemaking)						X					Y		
		L18	Enhance parks, open space, and recreational opportunities accessible to all residents		X								Park District		X	
		L18a	>Collaborate with park and forest preserve districts		X								Stormwater Master Plan - Working with Forest Preserve District (MOU)		X	
		L18b	>Collaborate to create and maintain hiking, biking, canoe and other recreational trails			X							Green Bay Trail; Skokie Lagoons		X	
		L18c	>Collaborate to provide accessible recreational services involving parks and open space						X				Collaboration with Winnetka Park District and Forest Preserve District of Cook County			
L19	Foster healthy community relationships through the use of open space		X								Plan Commission		X			

LAND	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
				> STRATEGY											
				+ ADVANCED STRATEGY											
Urban Forestry	Sustain a robust urban forest canopy	L20	Conduct a community wide urban tree canopy assessment or collaborate on a regional study					X					Village Forester - Tree Inventory		
		L21	Conduct an inventory and assessment of trees on public right of ways		X								Village Forester - Tree Inventory; On-going		X
		L22	Develop and implement a management plan to assure a long term vitality of the urban forest		X								Village Forester - Tree Inventory; On-going	Y	X
		L23	Maintain the health and integrity of existing trees		X								Village Forester		X
		L23a	>Maintain the health of trees on public right of ways	X									Village Forester; regular trimming activities		X
		L23b	>Collaborate with utilities to maintain trees compatible with overhead powerlines	X									Village Forester; regular trimming activities	Y	X
		L23c	>Practice integrated pest management to sustain urban forest health					X					IPM Policy	Y	
		L23d	>Assess structural integrity of trees and proactively mitigate risks through strategic removal and other actions		X								Tree Removal Permit	Y	X
		L24	Plant trees to sustain and renew the urban forest	X									Tree City USA	Y	X
		L24a	>Continually plant hardy, site-appropriate trees to meet tree canopy goals	X									Parkway Tree Planting program	Y	X
		L24b	>Engage resident in public stewardship through cost-share planting programs	X									Parkway Tree Planting program		X
		L24c	>Using canopy analysis data, strategically plant trees to optimize public health and stormwater benefits					X					Currently collecting tree inventory data - Assistant Village Forester		X
		L25	Diversify the urban forest for long term resilience	X									Village Forester		X
		L26	Earn recognition for urban forest stewardship as a Tree City USA	X									Tree City USA Award	Y	X
		L27	Harvest and utilize high value wood products from trees that must be removed							X				Y	
		L+28	+ Optimize tree planting and protect existing trees for maximum carbon storage/sequestration and energy savings							X				Y	

LAND	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource	
				> STRATEGY													
				+ ADVANCED STRATEGY													
Landscapes			<i>Sustain beautiful landscapes that provide ecosystem services</i>	L29	Manage traditional, cultivated landscapes sustainably		X							Phosphorus ban			
				L29a	>Replace turf with sustainable landscaping alternatives					X							
				L29b	>Manage lawns using natural products and low-impact practices		X								Phosphorus ban		
				L29c	>Encourage community-wide use of integrated pest management to reduce impacts from fertilizers and pesticides					X				Educational information on website			
				L29d	>Use integrated pest management strategies for municipal landscapes to reduce impacts from fertilizers and pesticides					X					Y		
				L30	Increase the quality and amount of sustainable landscaping in the community					X							
				L30a	>Use native and sustainable landscaping on municipal properties		X							Landscaping contract with Scopellite			
				L30b	>Promote native and sustainable landscaping initiatives community wide by connecting residents to plants and information		X							Parkway Tree Planting program & Mater Tree Planting list for residents	Y	X	
				L30c	>Increase the amount of sustainable landscaping in the community through subdivision and development codes						X						
				L30d	>Encourage planting and registering of pollinator gardens through the Million Pollinator Garden Challenge						X				Y		
				L30e	>Adopt the Mayors Monarch Pledge						X				Y		
				L31	Maintain beautiful landscapes and streetscapes to enhance gateways, business districts and important public spaces		X							Downtown Master Plan	Y	X	

Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource	
																> STRATEGY
																+ ADVANCED STRATEGY
LAND	Policy	Achieve greater livability through sustainable land use and housing policies	L32	Adopt codes and incentives that guide sustainable development that maximizes social benefits and minimizes infrastructure demands					X							
			L32a	>Modify zoning and building regulations to allow mixed-use					X							
			L32b	>Use zoning and development regulations in strategic locations to increase walkability					X							
			L32c	>Promote site design that encourages the development of vibrant, walkable, commercial areas				X					Downtown Master Plan		X	
			L33	Enact and enforce land use policies that protect valuable natural assets and support resiliency		X							Coal Tar Ban		X	
			L33a	>Enact and enforce land-use policies that preserve open space		X							Zoning regulations		X	
			L33b	>Enact and enforce policies that preserve and restore functioning wetlands					X							
			L33c	>Enact policies that require conservation design best management practices to protect natural resources					X				BMP Guide for residents	Y		
			L33d	>Protect sensitive aquifer areas via land use regulations					X							
			L33e	>Protect key natural assets and open space through zoning and planned unit developments		X									X	
			L33f	>Enact and enforce a tree preservation ordinance to protect valuable trees on private property	X								Tree removal permit		X	
			L34	Integrate resiliency strategies into development policies and plans					X					Y		
			L35	Facilitate the retention of farms and other working lands							X					
			L36	Enact an ordinance that requires ample sustainable tree and landscape planting for new development and redevelopments						X						
			L37	Collaborate with state and federal partners to prepare for and respond to invasive pest threats		X								Mosquito abatement	Y	X
LAND	Community & Engagement	Cultivate a	L38	Engage the community in programs and special events to celebrate nature, such as Arbor Day and Earth Day	X							Arbor Day tree giveaway	Y	X		
			L39	Educate the community about the value of trees, native and sustainable landscaping	X							Forestry webpage		X		
			L40	Engage community volunteers in land stewardship activities on public and shared landscapes		X						Park District Beach Clean Up Events	Y	X		
			L41	Educate city staff about forest, wetlands and prairie best management practices		X						BMP Guide for residents	Agenda Packet P. 245	X		

Category		GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY												
			+ ADVANCED STRATEGY												
Education, Outreach	<i>conservation ethic in the community</i>	L42	Encourage beautiful, sustainable landscaping on private property	X								BMP Guide for residents; Green Awards	Y	X	
		L43	Enlist volunteer groups to help in acquisition and stewardship of public lands						X				Y		
		L44	Engage residents through a natural resources, conservation and/ or tree commission	X								Environmental and Forestry Commission		X	
		L45	Educate planning commissioners about sustainable development principles and conservation strategies					X							
		L46	Engage local farmers to adopt conservation practices							X					

Total 16 26 0 2 24 17 4

LEADERSHIP	Category	 GOAL	OBJECTIVE							Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY									
			+ ADVANCED STRATEGY									
			Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant			
Leadership	Enlist support for GRC2 goals through regional, state and national leadership	L1	Engage with academia and non-governmental organization to support the GRC2	X						Past NU - CEE, EFC Student Member, Go Green Winnetka		X
		L2	Engage with state and national municipal associations to align actions with GRC2	X						SWANCC, Northwest Municipal Conference, Metropolitan Mayors Caucus, SolSmart	Y	X
		L3	Report local and regional environmental data to advance national and international collaborative efforts (e.g., GHG reporting, water supply planning)	X						Park District measures E.coli on beaches PW measrues lead in municipal water supply and issues annual report PW measures drinking water quality and issues annual report		X
		L4	Share information about municipal leadership in sustainability broadly in the community and externally	X						EFC gives annual Green Awards (and publicizes on website)		X
		L5	Seek recognition for community sustainability achievements	X						Goal: to become formally involved in the Retail Master Plan; Green Awards	Y	X
Advocacy	Advocate for policies that align with and advance the GRC2	L6	Advocate for state policies and investment that support municipal advances in sustainability				X			Volkswagon Mitigation Plan		
		L7	Advocate for federal policies and investment that support municipal advances in sustainability				X					
		L8	Seek collaboration with the business sector to support municipal sustainability, (e.g., product stewardship)					X			Y	
Collaboration	Work collaboratively towards a sustainable region	L9	Partner with other local governments to achieve efficiency and sustainability				X			Goal: change ordinance to include Park District liaison on the EFC		
		L10	Participate with regional, state and federal initiatives to plan and achieve sustainability				X					
		L11	Partner with non-governmental organization to advance sustainability in the community and regionally				X			Goal: formalize/account for liaison with GoGreenWinnetka		
Total				0	5	0	0	5	1	0		

Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
Bike and Pedestrian		<i>Support safe and effective active transportation</i>	M1	Identify gaps in pedestrian and the bicycle networks and barriers to active modes of travel				X				Gaps ID'd: lack of sufficient parking, safe routes, signage; lack of road width for bike lanes on arterials	Y	
			M2	Create a bicycle and pedestrian plan to improve connectivity in the community and beyond	X							Bikeway System Master Plan approved by Winnetka Park District Bd of Commissioners (2016)		X
			M3	Implement recommendations from the bicycle and pedestrian plan				X					Y	
			M3a	>Earn Bicycle Friendly Community designation				X				Future goal	Y	
			M3b	>Earn Walk Friendly Community designation				X				Future goal	Y	
			M4	Collaborate with regional partners to connect on-and off-road bicycle facilities with existing and planned regional trail networks	X							Forest Preserve District of Cook County; links to Green Bay Trail, North Branch Trail; hike/bike to Chicago Botanic Garden, Ravinia in Highland Park, Wilmette; Bike Winnetka held Sept 2017 by WPD for all ages thru scenic Winnetka in group rider format		X
			M4a	>Increase East/West connectivity				X				EFC added item 7/11/2018		
			M5	Provide bicycle parking at municipal facilities, business districts and transit stations and in neighborhoods	X							Bike racks at HW Park, Dwyer Park, 3 transit stations, 6 schools. Bike racks needed at business districts	Y	

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MOBILITY	Transportation Infrastructure	<i>Maintain a diverse, safe and efficient transportation network</i>	M6	Maintain streets and sidewalks for efficiency and safety without harming natural resources	X							Snow removal operations (brine roads, clear sidewalks). Winnetka is a built-out community	X	
			M7	Maintain efficient traffic flow within and around the community				X						
			M8	Synchronize traffic signals to reduce vehicle idling	X							Green Bay & Elm traffic signal synchronization. Hibbard & Willow signal		
			M9	Incorporate sustainable roadways into capital improvement planning, proactively plan for major transportation infrastructure improvements				X				Walkable neighborhoods, 3 train stations & Pace buses connect citizens to Chicago, schools, points north & south		
			M10	Collaborate to develop transportation infrastructure with context sensitivity				X					Y	
			M11	Coordinate with regional transportation agencies to maximize bicycle, pedestrian, vehicular transit, and rail connectivity and mobility				X				Metra \$7 million project planned for Hubbard Woods Station in 2018-2019 (incl ADA elevator and new platforms)		
			M12	Collaborate to provide alternative fuel infrastructure at public sites				X				Possible electric charging station(s) with VW settlement		
			M13	Incorporate trees and other green infrastructure elements into roadway design and maintenance for functionality and aesthetics		X						Tree City USA Community since 1991; Master Tree Planting List, Village Forester make specific tree recommendations	X	
			M+14	+ Use the Envision checklist and infrastructure sustainability rating system to guide project development				X					Y	

MOBILITY	Category		GOAL	OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
Stewardship	Support efficient transportation that uses resources wisely	M15	Support regional transportation innovation							X							
		M16	Support coordinated investment to improve efficiency in passenger and freight railroads							X					planned Metra \$7 million HW project, Village has supported Metra improvements for passenger access & safety. Bridges.		
		M17	Collaborate to support a network of alternate fueling infrastructure							X					VW settlement (see M12)		
		M18	Advocate for broad adoption of clean fuel fleets (i.e utilities, businesses, other agencies etc.)								X				Village vehicles (Public Works) utilize biodiesel fuel		
		M19	Support strong national fuel efficiency standards									X					
		M20	Seek both public and private partnership to finance transportation system improvements								X				TOD Redevelopment of 1.6 acres: residential 5-story 62-unit Winn to be built next to Winnetka Metra station; includes rooftop gardens, green roofs, underground parking garage; METRA improvements to Winnetka and Hubbard Wood train stations supported by Village Council		
		M21	Strategically manage parking policies and priorities to advance sustainability							X					DMP evaluating parking options	Y	
		M22	Create Safe Routes to School							X					neighborhood schools encourage walkability, biking to school	Y	
Policy	Integrate sustainability into transportation policies, programs and	M23	Enact and enforce anti-idling policies for public fleet vehicles							X					Anti-idling policy		X
		M24	Designate no idling zones at schools, transit stations etc.							X					no idling at elem schools encouraged		
		M25	Adapt engineering standards to incorporate sustainable practices into roadway construction and maintenance while assuring public safety							X					Permeable pavement in new Community House parking lot		
		M26	Adapt building codes to accommodate and encourage alternate fuel infrastructure								X						
		M27	Adopt a Complete Streets policy to benefit all road users								X					Y	

Category		GOAL		OBJECTIVE			Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
		<i>regulations</i>	M28	Revise subdivision code to promote active transportation, i.e., street sanctions that require bicycle facilities and sidewalks									X		Winnetka is built-out		Y	

Category		OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
		GOAL	> STRATEGY												
MOBILITY	Shared-use Mobility	<i>Promote public and sustainable transportation choices</i>	M29	Collaborate to maintain and enhance transit facilities	X								3 Metra train stations; Winnetka and Hubbard Woods stations incl elevators for handicapped access; after 31 deaths at RR crossings in 1930s, tracks lowered by trench in 1940s to improve safety		
			M30	Collaborate to expand regional transit capacity and improve service				X					stations; unusually high number of stations; no expansion needed		
			M31	Expand local transit connections to meet identified needs				X					Pace Bus routes added to Winnetka		
			M32	Collaborate to provide multi-modal transportation options to resolve the first and last mile barrier					X						
			M33	Encourage municipal employees to use alternative modes of transportation to commute to work	X								Employee public transportation benefit program		
	Education & Outreach	<i>Promote public and sustainable transportation choices</i>	M34	Encourage residents and visitors to walk and bike		X							Go Green Winnetka, Music Fest, Bike Winnetka	Y	X
			M35	Promote the availability of regional transit options				X						Y	
			M36	Collaborate with the community's largest employers to offer flex scheduling, telecommuting, public and active transportation				X					Many New Trier teachers commute via Metra train; Indian Hills station heavily used by students and teachers		
			M37	Educate the community on the negative impacts of car idling		X							Go Green Winnetka, Village webpage	Y	X
			M38	Advocate for mass transit funding		X							Metra Station		X
			M39	Encourage active transportation and community building in an open streets event	X								Winnetka Music Festival 2017 & 2018 (street closures); Art in the Village Event (Hubbard Woods Park); Coffee & Classics vintage European car show occurs monthly (June-October in East Elm Business district); all events encourage walking, biking, next to train stations	Y	

Category	 GOAL	OBJECTIVE											Notes	Link to Resource	Link to Winnetka Resource	
			> STRATEGY													
			+ ADVANCED STRATEGY													
Total			4	8	0	0	23	5	2							

MUNICIPAL OPERATIONS																
Category	 GOAL		OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
			> STRATEGY													
			+ ADVANCED STRATEGY													
Lead by Example	Lead by demonstrating sustainable values and practices	MO1	Support or create an interdisciplinary team to coordinate internal sustainability efforts	X									Environmental and Forestry Commission		X	
		MO2	Dedicate staff to direct sustainability initiatives		X								EFC staff liaison; Goal: future Village Sustainability Coordinator			
		MO2a	>Dedicate a staff liaison to other boards					X								
		MO3	Leverage state/federal and private grants and resources to advance sustainability					X								
		MO4	Educate and train staff on sustainability practices		X								Anti-idling policy (Public Works SOP 17.4), SolSmart staff permitting training (#P-8)			
		MO5	Achieve third party certification for sustainable public facilities					X						Y		
		MO5a	>Achieve LEED or Green Globes certification for public buildings					X						Y		
		MO5b	>Achieve Sustainable Sites Certification for public landscapes					X						Y		
		MO5c	>Achieve ENVISION certification for public infrastructure					X						Y		
		MO6	Formalize sustainability goals and plans		X								In progress; EFC strategic plan; GRC2			
		MO6a	>Adopt the Greenest Region Compact 2	X										Y	X	
		MO6b	>Use the GRC2 Framework to create a sustainability plan and formally adopt it		X									Y	X	
		MO+7	Consolidate and/or share the delivery of public services with other local governments		X								Member of the Municipal Purchasing Initiative (MPI)	Y		
		MO+8	+ Establish municipal finance practices to re-invest cost savings into sustainability initiatives					X								
		MO+8a	>Earmark Lakeshore Recycling Systems rebate funds for sustainable activities or projects					X								

	Category		OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
			GOAL	> STRATEGY												
MUNICIPAL OPERATIONS	Sustainable Operations	<i>Integrate sustainability into all municipal operations</i>	MO9	Adopt an environmental purchasing policy consistent with sustainability					X						Y	
			MO10	Extend useful life of physical assets	X								In-house fleet services			
			MO11	Manage special events sustainably					X				Work with Park District; Music Fest		Y	
			MO11a	>Park District Special Events					X							
			MO+12	Integrate sustainability into capital planning					X							
			MO+13	Inventory, assess and manage municipal assets sustainably							X					
	Municipal Fleet	<i>Operate a safe, clean and efficient fleet</i>	MO14	Operate a safe, clean and efficient fleet	X								Fleet maintenance software (CFA)			
			MO14a	>Conduct baseline fleet analysis					X						Y	
			MO14b	>Optimize fleet performance by reconciling tasks and vehicle types					X							
			MO14c	>Increase fleet efficiency through driver education and training					X				No idling policy, regular driver training			
			MO14d	>Modify and retrofit vehicles to use alternate fuels					X						Y	
			MO14d	> Migrate fleet to alternate fuel vehicles					X						Y	
			MO15	>Certify as an IEPA Illinois Green Fleet	X										Y	X
			MO15	Join Chicago Area Clean Cities Coalition and report reduction of petroleum fuel consumption annually					X						Y	
			MO+17	+ Collaborate with businesses, industry leaders and other agencies to develop alternative fuel infrastructure					X							
	Data Management	<i>Collect and manage data to advance sustainability</i>	MO18	Track, analyze and manage data to advance sustainability					X						Y	
			MO18a	>Establish performance metrics					X							
			MO18b	>Collect and organize data					X				Refuse & Recycling data			
			MO18c	>Report and share data					X				Northwest Municipal Conference Surveys			
			MO18d	>Continue to track and monitor data over time	X								Public Works monthly report			
			MO+10	+ Use 'smart' technology to efficiently manage waste, water, fleet, air and energy data					X							

Category	 GOAL	OBJECTIVE > STRATEGY + ADVANCED STRATEGY	Total	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
				6	5	0	0	24	0	1					

SUSTAINABLE COMMUNITIES																		
Category			GOAL		OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource

COMMUNITIES	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
COMMUNITIES	Local Food	<i>Increase access to sustainably grown local food</i>	SC16	Educate and engage the community in a sustainable food culture		X							Winnetka Farmers Market			
			SC17	Incorporate local and healthy options into public food-service procurement and events					X							
			SC18	Support and promote family and community gardens					X							
			SC+19	+ Analyze and asses the current food system					X							
			SC+20	+ Support innovative technologies for food production and distribution					X							
	Social Justice	<i>Sustain community principles that are welcoming, inclusive and equitable</i>	SC21	Cultivate and preserve a welcoming and inclusive community character				X								
			SC22	Support social justice and equity throughout the community				X								
			SC23	Promote diversity of housing stock accessible to diverse residents					X						Y	
			SC24	Distribute public services and resources equitably in the community				X								
	Sustainable Community	<i>Promote a sustainable identity for the community</i>	SC25	Promote third party certification for sustainable private facilities				X								
			SC25a	>Promote green certification for private buildings		X									Y	X
			SC25b	>Promote ENVISION certification for private & public infrastructure				X							Y	
			SC26	Develop and maintain a community brand that highlights sustainability		X							Adoption of GRC2 Downtown Master Plan		Y	
			SC26a	>Participate in the Green Office Challenge					X						Y	
			SC+27	+ Assess sustainability achievements relative to comparable cities		X							Collaboration with other municipalities regarding GRC2 initiatives			
			SC27a	>Participate in the STAR Community Rating System				X							Y	
			SC28	Incentivize green building in new construction and re-construction				X					Participation in SolSmart		Y	

INITIATIVES	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials	Notes	Link to Resource	Link to Winnetka Resource
SUSTAINABLE COMMUNITIES	Policy		Assure local policies and codes support sustainability	SC29	Identify existing Code impediments sustainable building and site best practices			X					Participation in SolSmart		
				SC30	Develop housing policies, programs, and regulations designed to support and promote sustainability			X					Participation in SolSmart		
				SC31	Revise and/or develop codes to promote sustainable building and site practices		X						Construction and Demolition Debris Recycling policy (Village Code 15.54.010); Participation in SolSmart		X
				SC32	Enact policies to preserve dark skies					X				Y	
				SC+33	+ Incentivize green building in new construction and re-construction			X					Participation in SolSmart	Y	
				SC+34	+ Require third-party green building certification for appropriate new construction					X					
	Education		Cultivate community values based on principles of sustainability	SC35	Educate the community about sustainability initiatives using existing municipal communication outlets (i.e., cable TV, newsletters)	X							EFC Communication Items, Winnetka Report		
				SC36	Assure community education messages are accessible in all languages and formats						X				
				SC37	Use community festivals, lectures, workshops and other events to share information about sustainability				X						
				SC38	Distribute sustainability information and resources provided by other allied organizations and government agencies				X				Handouts in Village-owned buildings	Y	
				SC39	Collaborate to incorporate sustainability into school curricula		X						District 36 schools - Future Ready Plan		X
				SC40	Collaborate to assure equitable access to quality education in the community				X						
				SC+41	+ Formalize an environmental education strategy					X					
				SC+42	+ Develop/ distribute a green building manual				X				Stormwater BMP Guide for Residents		

SUSTAINABLE COMMUNITY		Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
					> STRATEGY												
					+ ADVANCED STRATEGY												
Outreach and Engagement	Cultivate community values based on principles of sustainability	SC43	Utilize strategic partnerships with other community organizations to promote sustainability			X								SWANCC			X
		SC44	Participate in regional and national sustainability networks				X							SWANCC, IEPA, SolSmart			X
		SC45	Encourage the community to participate in sustainability initiatives and events				X							Electronics recycling program			X
		SC46	Establish or strengthen an inter and intra/agency Green Team				X										
		SC47	Engage residents in sustainability initiatives through an environmentally-focused citizen advisory group			X								Go Green Winnetka Environmental & Forestry Commission			X
		SC48	Foster positive communication and collaboration among local and regional institutions							X							
		SC49	Reach out and remove barriers to include all residents in civic affairs								X			Sharing GRC2 with other Winnetka Boards			
		SC50	Host environmentally focused event(s)			X								Electronics Recycling, Paper Shredding event, Pumpkin Composting event, Arbor Day event, Leaf Collection			X
		SC51	Encourage residents and businesses to contribute their time and resources to sustain the community							X							Y
		SC52	Promote green building practices to residents, businesses and developers							X							Y
		SC+53	Create an award or recognition program to encourage and report sustainable behaviors for residents at home			X								EFC Green Awards		Y	X
		SC+54	Create an award or recognition program to encourage and report sustainable actions by local businesses			X								EFC Green Awards		Y	X

WASTE & RECYCLING	Category	 GOAL	OBJECTIVE > STRATEGY + ADVANCED STRATEGY										Notes	Link to Resource	Link to Winnetka Resource
Waste Reduction	Support sustainable material management	WR1	Set a specific waste reduction goal:							X					
		WR1a	> Set a waste reduction goal for municipal operations							X					
		WR1b	> Set a waste reduction goal for the community							X					
		WR2	Promote and practice waste reduction & recycling in municipal operations		X									X	
		WR3	Reduce the use of paper in municipal offices						X			Electronic files			
		WR4	Conduct waste audits to identify waste reduction opportunities		X							Track refuse & recycling tonnage; EFC Refuse Analysis	Y		
		WR5	Support exchange of goods and services among residents (i.e. Rummage Sale, Sporting Goods Swap)	X								WCC annual rummage sale; Community House garage sale; spring clean up week		X	
		WR+6	+ Adopt a Pay-As-You-Throw program					X				Refuse program currently being reviewed by Village Council			
		WR+7	Support by-product synergies among industries						X				Y		
		WR+8	Make public events "zero waste"					X					Y		
	Recycling	WR9	Establish and strive for specific recycling goals:					X							
		WR9a	> Establish and strive for a residential recycling goal					X							
		WR9b	> Establish and strive for a multi-family recycling goal					X							
		WR9c	> Establish and strive for a commercial & institutional recycling goal					X							
		WR10	Provide curbside recycling for residents	X								Contract with Lakeshore Recycling Systems		X	
		WR11	Provide access to recycling infrastructure and services at public places	X								Commercial District recycling containers		X	
		WR +12	Support regional efforts for developing a food scrap composting services					X					Y		

CYCLING	Category		GOAL	OBJECTIVE										Notes	Link to Resource	Link to Winnetka Resource
				> STRATEGY												
				+ ADVANCED STRATEGY												
				Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials					
Waste Diversion	Divert waste from landfills	WR13	Collaborate to Support proper disposal of:													
		WR13a	> Support proper disposal of household hazardous waste	X								Mercury, CFL bulb program, SWANCC programs		X		
		WR13b	> Support proper disposal of pharmaceutical and personal care product waste		X							Fire Department programs - drug take back day; Sharps disposal		X		
		WR13c	> Support proper disposal of fats, oils and grease (FOGs)				X									
		WR13d	> Support proper disposal of electronic waste	X								Electronics recycling program		X		
		WR14	Collaborate to provide recycling service for items not suitable for curbside pickup e.g. clothing, shoes, Christmas trees and lights		X							Styrofoam, athletic shoes, Christmas trees, holiday lights, batteries, CFL bulbs		X		
		WR15	Facilitate biosolid re-use in the community (e.g. landscaping)	X								Compost at PW yards, Christmas tree recycling; fertilizer used by landscape contractor	Y	X		
	Policy	Enact policies that cause sustainable material management	WR16	Require commercial & multi-family recycling					X			Provide recycling for both	Y			
			WR17	Establish a construction & demolition recycling policy	X							Construction and Demolition Debris Recycling policy (Village Code 15.54.010)		X		
			WR18	Eliminate policy barriers to on-site composting	X							No barriers for residents to compost		X		
WR19			Engage with Solid Waste agencies to manage waste sustainably	X							Collaborations with SWANCC	Y	X			
WR20			Ban or discourage the use of products resulting in unmanageable waste (e.g. plastic bags)					X								
Education & Engagement	Engage the community in	WR21	Educate the community on recycling and composting practices		X						Materials on website and at Village-owned buildings	Y	X			
		WR22	Educate the community to reduce waste by consuming less and reusing		X						Agenda Packet P. 262 EFC Tips to Go Green	Y	X			

Waste Recycling

WASTE & RE	Category		GOAL		OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
WASTE & RE	Educa Engag		waste reduction and recycling	WR23	Discourage fly dumping and littering						X							
				WR24	Organize a community wide clean-up day			X								Annual spring clean-up week		X
				WR25	Engage community volunteers in recycling education and events			X								Presentations by Lakeshore Recycling Systems		X
				Total		9	8	0	0	11	5	0						

Category			GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource		
				> STRATEGY														
				+ ADVANCED STRATEGY														
Water Conservation	Use and distribute water efficiently	W1	Reduce community water consumption per capita					X										
		W1a	>Implement water efficiency measures at all municipal facilities						X									
		W1b	>Encourage residents and businesses to identify and mitigate water loss						X							Y		
		W2	Become a US EPA WaterSense Partner					X								Y		
		W3	Designate a staff Water Conservation Coordinator to manage water conservation programs						X									
		W4	Participate in regional efforts and programs to conserve water			X												
		W+5	Provide customer incentives to retrofit using high efficiency, Water Sense appliances and fixtures						X							Y		
		W+6	Provide water use audits to customers	X													X	
		W+7	Collaborate with energy utilities to integrate water conservation into energy audits for residential customers						X									
		W+8	Collaborate to encourage commercial, industrial and institutional customers to conserve water							X						Y		

WATER	Category		GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
				> STRATEGY												
				+ ADVANCED STRATEGY												
Water Quality	Protect and improve water quality	W9	Protect surface and groundwater from runoff and contamination						X							
		W9a	>Avoid the use of coal tar sealants on municipal property	X									Coal tar ban		Y	X
		W9b	>Resolve to eliminate unnecessary landscape pesticides and fertilizer use on municipal property						X				Phosphorus ban		Y	
		W9c	>Use sensible salting strategies to reduce chloride contamination	X									Salt education for plow drivers		Y	X
		W10	Collaborate to identify sensitive aquifer recharge areas								X				Y	
		W11	Support post-development runoff reduction and mitigation						X				Stormwater management master plan			
		W12	Inventory and inspect septic systems								X					
		W13	Collaborate with regional initiatives to protect Lake Michigan and the Mississippi River						X							
		W14	Label storm drains indicating the destination of discharge						X							

WATER	Category	 GOAL	OBJECTIVE							Notes	Link to Resource	Link to Winnetka Resource	
			> STRATEGY										
			+ ADVANCED STRATEGY										
			Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant				Contact Initials
Water Infrastructure	Manage water system assets sustainably	W15	Operate an efficient water utility that delivers clean, healthful, water	X							Separate sanitary and stormwater systems		X
		W15a	>Control water loss by auditing water supply system using AWWA protocols	X							Annual IEPA submittal Village uses AWWA tool	Y	X
		W15b	>Periodically detect system leaks and develop a strategic plan for repair	X							Consistently monitor water pipes for leaks	Y	X
		W16	Comprehensively and sustainably manage water infrastructure				X						
		W16a	>Develop a water infrastructure asset management plan to sustain the system				X					Y	
		W16b	>Implement the water infrastructure asset management plan to sustain the system				X						
		W16c	>Meter 100% of customers with automated reading technology				X						
		W16d	>Implement sub-metering for multi-family housing customers					X					
		W16e	>Detect and repair water system leaks		X						On-going leak inspections completed twice annually		
		W16f	>Repair and replace inefficient water supply infrastructure	X							Continuous upgrades		X
		W16g	>Support property owners in timely repair of service lines through third-party warranty program					X			No third-party warranty	Y	
		W17	Invest water revenues into sustaining water infrastructure		X						Stormwater utility fee		X
		W18	Coordinate street, utility and water infrastructure projects				X						
		W19	Seek both public and private financing partnerships for infrastructure improvements						X				
		W20	Riparian communities: Collaborate with other agencies to assess dam performance and support removal when feasible					X			Forest Preserve District of Cook County	Y	

Category		GOAL	OBJECTIVE							Notes	Link to Resource	Link to Winnetka Resource		
			> STRATEGY											
			+ ADVANCED STRATEGY											
			Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant				Contact Initials	
WATER	Stormwater Management and Green Infrastructure	Optimize the use of natural and built systems to manage stormwater	W21	Participate in the Community Rating System for flood mitigation and planning	X							FEMA Community Rating System Class 6	Y	X
			W22	Participate in the National Flood Insurance Program allowing residents to access flood insurance	X							Annual flood plain mailings to residents, information on website		X
			W23	Implement green infrastructure best management practices on municipal properties				X						
			W23a	>Build or retrofit paved surfaces with permeable materials		X						Community House parking lot		
			W23b	>Install and maintain bioswales, filter strips, trees, rain gardens, and other functional landscapes		X						Lincoln Ave lot landscaping		
			W24	Encourage residents and businesses to adopt green infrastructure practices		X						BMP guide for residents, Green Awards		X
			W24a	>Collaborate to provide rain barrels, plants and other resources to allow resident to capture and store rainwater		X						MRWD program		X
			W25	Encourage residents and businesses to reduce flood risks on their property				X				Stormwater best management practices guide		
			W25a	>Incentive overhead basement sewer conversion	X							Backflow prevention and overhead sewer reimbursement program		
			W25b	>Encourage property owners to disconnect downspouts from sewers and direct flow to landscaping	X							Village ordinance; inspections required		
			W26	Enhance natural features of stormwater detention and retention systems				X						
			W27	Collaborate to enhance wetlands for improved ecosystem services				X				Strand Associates		
			W28	Collaborate with regional and state agencies to sustainably manage stormwater				X				Forest Preserve District, Cook County, Army Corps of Engineers		
			W+29	+ Use USEPA Water Quality Scorecard to develop a systems approach to optimize stormwater				X					Y	
			W+30	+ Establish a stormwater utility funding mechanism	X							Stormwater Utility fee	Y	X

Category			GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource	
				> STRATEGY													
				+ ADVANCED STRATEGY													
WATE	Policy	Enact policies to protect water resources	W31	Conduct a water rate study to determine sustainable rate structure	X								Completed in 2017		X		
			W32	Adopt full-cost pricing policies for water service					X							Y	
			W33	Amend code to require water efficiency and conservation in commercial and residential development						X						Y	
			W34	Incorporate conservation practices into new development guidelines and incentives						X							
			W35	Adopt a water conservation policy and/or plan inclusive of all customers and municipal operations						X						Y	
			W35a	>Enact and enforce regulation to control of wasteful water practices	X									Summer Lawn Sprinkler Hours ordinance		X	
			W35b	>Enact and enforce outdoor watering regulations responsive to drought conditions	X									Summer Lawn Sprinkler Hours ordinance		Y	X
			W35c	>Regulate or incentive water efficiency for customers managing large landscapes	X									Summer Lawn Sprinkler Hours ordinance		X	
			W36	Update stormwater ordinance to integrate Illinois State Model Local Stormwater Ordinance						X						Y	
			W37	Adopt codes that enable rainwater harvesting for non-potable uses						X							
			W38	Adopt a resolution supporting the Great Lakes and St. Lawrence River Basin Water Resources Compact								X					
			W39	Review and adopt codes to eliminate barriers to green infrastructure BMPs including cisterns, green roofs, bioswales, permeable paving						X				No barriers for BMPs			
			W40	Allow flexibility (off-site management, payment-in-lieu) to allow developments to meet stormwater management requirements sustainably								X					
			W41	Enact codes that protect surface and groundwater from runoff and contamination							X						

Category			GOAL	OBJECTIVE	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource
				> STRATEGY												
				+ ADVANCED STRATEGY												
Stewardship	Practice stewardship of water resources	W42	Sustain supply of high-quality public water	X									Water treatment plant		X	
		W43	Ensure drinking and wastewater systems are operating efficiently	X									Water treatment plant		X	
		W44	Utilize treated effluent as a valuable water resource							X			MWRD			
		W45	Participate in watershed planning and stewardship efforts	X									Active member of North Branch Watershed Workgroup Executive Board	Y	X	
		W46	Implement municipal recommendations from watershed plan					X								
		W46	Allow public access and encourage stewardship of community waterways					X								
		W48	Support regional and statewide water supply planning and stewardship					X						Y		
		W49	Contribute local data on water supply, quality and operations to support state and regional stewardship	X									Annual water quality reports	Y	X	
		W+50	+ Enact a water offset policy for water neutral community growth						X					Y		

Category				OBJECTIVE		Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	Contact Initials		Notes	Link to Resource	Link to Winnetka Resource		
		GOAL		> STRATEGY															
				+ ADVANCED STRATEGY															
WATER	Education and Outreach	Engage the community in water stewardship	W51	Educate and support the community to conserve water		X										Y	X		
			W52	Educate the community on the value of clean and safe drinking water		X											X		
			W53	Promote tap water over bottled water						X							Y		
			W54	Educate the community on practices that reduce contamination of water resources	X												Y	X	
			W55	Support private well-owners in water quality monitoring and stewardship						X							Y		
			W56	Educate customers about public water supply and wastewater operations through media and events		X								Winnetka Report			X		
			W57	Educate the community on benefits and practices of green infrastructure		X								Stormwater best management practices guide and Green Awards	Y	X			
			W58	Educate and support the community in preparing for and managing floods		X								Floodplain resources	Y	X			
			W59	Collaborate to teach water conservation and stewardship in schools								X		District 36					
			W60	Collaborate to raise watershed awareness and foster stewardship						X									
			Total					21	11	1	2	25	14	8					

The Greenest Region Compact 2



The member municipalities of the Metropolitan Mayors Caucus seek a vibrant, sustainable future for their communities and the greater Chicago region. The consensus goals of the Greenest Region Compact 2 aim for enhanced quality of life for residents; protection and stewardship of the environment and sustainable economic vitality.

To become the most sustainable and successful region in the United States, they, therefore, support the following consensus goals of the Greenest Region Compact 2 and agree to work to achieve them, both in their own communities and in collaboration throughout the region:



Climate

- Reduce greenhouse gas emissions
- Maintain clean and healthful air
- Develop resiliency to climate change impacts
- Engage the community in climate change mitigation and adaptation



Economic Development

- Promote innovation and a competitive workforce
- Cultivate local and sustainable development, jobs, and businesses



Energy

- Use energy for buildings and facilities efficiently
- Advance renewable energy
- Reduce energy consumption
- Enact policies that support clean energy
- Engage the community in clean energy practices



Land

- Encourage strategic development that upholds sustainability principles
- Conserve, restore and enhance natural features and ecosystems
- Support networks of accessible well-used and enjoyable parks
- Sustain a robust urban forest canopy
- Sustain beautiful landscapes that provide ecosystem services
- Achieve greater livability through sustainable land use and housing policies
- Cultivate a conservation ethic in the community



Leadership

- Enlist support for GRC2 goals through regional, state and national leadership
- Advocate for policies that align with and advance the GRC2
- Work collaboratively towards a sustainable region



Mobility

- Support safe and effective active transportation
- Maintain a diverse, safe, and efficient transportation network
- Support efficient transportation that uses resources wisely
- Integrate sustainability into transportation policies, programs, and regulations
- Promote public and sustainable transportation choices



Municipal Operations

- Lead by demonstrating sustainable values and practices
- Integrate sustainability into all municipal operations
- Operate a safe, clean and efficient fleet
- Collect and manage data to advance sustainability



Sustainable Communities

- Promote cultural vibrancy in the community
- Foster a culture of health, safety, and wellness
- Increase access to sustainably grown local food
- Sustain community principles that are welcoming, inclusive and equitable
- Promote a sustainable identity for the community
- Ensure local policies and codes support sustainability
- Cultivate community values based on principles of sustainability



Waste & Recycling

- Support sustainable material management
- Recycle materials across all sectors
- Divert waste from landfills
- Enact policies that cause sustainable material management
- Engage the community in waste reduction and recycling



Water

- Use and distribute water efficiently
 - Protect and improve water quality
 - Manage water system assets sustainably
 - Optimize the use of natural and built systems to manage stormwater
 - Practice stewardship of water resources
 - Enact policies to protect water resources
 - Engage the community in water stewardship
-

	Already achieved	In Progress	Planned for next 6 months	Planned for next 12-18 months	Interested in pursuing	Not planned	Not relevant	
Climate	3	5	0	0	6	6	2	
Economic Development	0	8	0	0	4	0	0	
Energy	2	4	1	0	13	6	11	
Land	16	26	0	2	24	17	4	
Leadership	0	5	0	0	5	1	0	
Mobility	4	8	0	0	23	5	2	
Municipal Operations	6	5	0	0	24	0	1	
Sustainable Communities	9	15	1	4	15	15	1	
Waste & Recycling	9	8	0	0	11	5	0	
Water	21	11	1	2	25	14	8	
Total:	70	95	3	8	150	69	29	424

