

Village of Itasca

550 W. Irving Park Rd., Itasca, Illinois 60143-2018

Committee of the Whole Meeting Agenda November 3, 2016

**(Immediately following Village Board Meeting)
(Upstairs Board Room)**

President: Jeffery J. Pruyn
Trustees: Jeff Aiani
Marty Hower
Michael J. Latoria
Ellen Leahy
Frank J. Madaras
Lucy Santorsola
Clerk: Melody J. Craven
Administrator: Evan Teich

Phone: 630.773.0835
FAX: 630.773.2505

1. Call to Order; Roll Call
2. Pledge of Allegiance
3. Audience Participation
4. Presentation of Committee of the Whole Meeting Minutes of October 4, 2016

Documents:

[20161004 COW MTG MINUTES.PDF](#)

5. Presentation of Committee of the Whole Meeting Minutes of October 18, 2016

Documents:

[20161018 VLG BD MTG MINUTES.PDF](#)

6. President's Comments
7. Community Development Committee
Trustee Latoria, Chairperson
 - a. Discussion and possible action concerning a Request by Reed Hadley of Major Prime Plastics, Inc. for a Special Use for Outdoor Storage in the M Limited Manufacturing District (925 W. Thorndale Avenue)

Documents:

[MAJOR PRIME PLASTICS STAFF REPORT.PDF](#)

8. Administration Committee
Trustee Santorsola, Chairperson

- a. Discussion and possible action concerning Adding Nine New Parking Spaces to South Maple Street Parking Lot for Reverse Parking

Documents:

[METRA RESERVE PARKING MEMOFINAL.PDF](#)

9. Environmental Committee
Trustee Leahy, Chairperson
10. Finance Committee
Trustee Hower, Chairperson
11. Public Safety Committee
Trustee Madaras, Chairperson
12. Public Works/Infrastructure Committee
Trustee Aiani, Chairperson

- a. Discussion and possible action concerning Payment Estimate #1 - 2016 Street Resurfacing Program

Documents:

[STREET RESURFACING MEMO.PDF](#)

- b. Discussion and possible action concerning Happy Acres Improvements - Payment Estimate #3 & Final

Documents:

[HAPPY ACRES MEMO.PDF](#)

- c. Discussion and possible action concerning South Side Drainage Improvements - Phase 1 Payment Estimate #4 & Final

Documents:

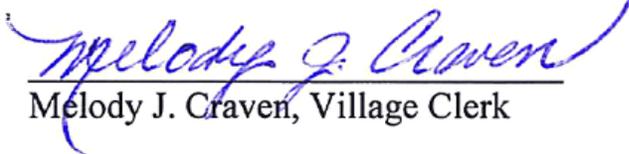
[SOUTH SIDE DRAINAGE MEMO.PDF](#)

- d. Robinson Engineering Presentation on Elgin O'Hare Tollway Project

13. Department Head Reports
14. Village Administrator
15. Executive Session
16. Adjournment



Evan Teich, Village Administrator



Melody J. Craven, Village Clerk

VILLAGE OF ITASCA COMMITTEE OF THE WHOLE MEETING MINUTES

October 4, 2016 – Immediately Following Village Board Meeting

- Call to Order:** Mayor Jeff Pruyn called the meeting to order at 7:47PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Frank Madaras, Ellen Leahy, Lucy Santorsola, Mike Latoria; Village Clerk – Melody Craven.
- Also present: Village Administrator – Evan Teich; Director of Police – Robert O’Connor; Community Development Director – Nancy Hill; Director of Public Works – Ross Hitchcock; Village Attorney – Chuck Hervas; Village Engineering Consultant – Aaron Fundich; Community Development Intern – Chris Strom.
- Absent: Finance Director Julie Ciesla
- Pledge of Allegiance:** Recited at the preceding Village Board Meeting.
- Audience Participation:** None.
- Minutes:** Mayor Pruyn asked if there were any questions regarding or corrections to the Committee of the Whole Meeting minutes of (September 20, 2016) September 20, 2016 as presented. Hearing none, Trustee Santorsola made a motion to approve said minutes; Trustee Leahy seconded the motion. Motion carried by a unanimous voice vote.
- President’s Comments:** Mayor Pruyn reported on the previous weekend’s “Coffee with the Mayor” event. One resident, he explained, the Village could do a better job talking about lead in pipes. He suggested the idea of creating a volunteer list for seniors.
- (Elgin O’Hare) Mayor Pruyn reported on Elgin O’Hare preliminary numbers on tolls collected. Traffic down approximately 30% since pre-tolling. The Village has not seen an increase in traffic on surrounding streets. Tollway revenue is meeting projections; there has been an increase in truck traffic as truck pay a higher toll.
- (ComEd Poles) Mr. Teich reported that DuPage Mayors and Managers would be meeting on October 18, 2016 – ComEd will not be filing with the ICC this Fall on regarding the installation of electrical poles along IL Rt. 390 corridor.
- (Suburban O’Hare Committee) Mayor Pruyn stated that he attended a Suburban O’Hare Committee (SOC) meeting this morning. The engineering consultants, JDA, presented a preliminary report on their

findings. Regarding runway rotation, there has been an increase of overnight flights of approximately 20%. The report concluded there was a need for a longer runway for larger planes. In addition, there is a significant amount of non-compliance with pilots as 15 to 20 overnight flights are occurring currently. Trustee Latoria stated that there were no comments at any of the ONCC Tech Committee Meetings that there is a need for longer runways.

Community Development Committee:

Trustee Latoria, Chairperson
(Ordinance #1819-16)

Trustee Latoria presented Ordinance #1819-16, "An Ordinance Approving a Class I Site Plan for 400 Park Boulevard (Westin Hotel)." Hearing no objections, Trustee Latoria made a motion to recommend approval of Ordinance #1819-16; Trustee Madaras seconded the motion. Motion carried by a unanimous voice vote.

(Ordinance #1820-16)

Trustee Latoria presented Ordinance #1820-16, "An Ordinance Approving a Class I Site Plan for 1325 Ardmore Avenue (APG Holdings)." Hearing no objections, Trustee Latoria made a motion to recommend approval of Ordinance #1820-16; Trustee Leahy seconded the motion. Motion carried by a unanimous voice vote.

(Ordinance #1821-16)

Trustee Latoria presented Ordinance #1821-16, "An Ordinance Approving a Class I Site Plan for 425 Spring Lake Drive (Gift of Hope)." The petitioner was in the audience. There were no questions or comments. Hearing no objections, Trustee Latoria made a motion to recommend approval of Ordinance #1821-16; Trustee Madaras seconded the motion. Motion carried by a unanimous voice vote.

(Ordinance #1822-16)

Trustee Latoria presented Ordinance #1822-16, "An Ordinance Approving a Class I Site Plan for 1050 Spring Lake Drive (Titan Electric/Elmhurst 83, LLC)." Hearing no objections, Trustee Latoria made a motion to recommend approval of Ordinance #1822-16; Trustee Leahy seconded the motion. Motion carried by a unanimous voice vote.

(Ordinance #1823-16)

Trustee Latoria presented Ordinance #1823-16, "An Ordinance Approving a Plat of Subdivision for 425 and 1050 Spring Lake Drive (Gift of Hope & Elmhurst 83, LLC)."

Petitioner Marshall Subach of 1035 S. York Road in Bensenville, Illinois representing Titan Electric was present. Discussion ensued over the original easement agreement, the present force main, and whether or not the Village should be required to restore the parking lot upon repairs. Community Development Director Nancy Hill explained if there are best management practices in place for the easement, then the Village would want to work with the property owner.

Hearing no further objections, Trustee Latoria made a motion to recommend approval of Ordinance #1823-16 subject to language and further staff review; Trustee Madaras seconded

the motion. Motion carried by a unanimous voice vote.

Ross Raspopovich, CFO for Gift of Hope, approached the Board to ask if it would be possible for Gift of Hope to start foundation work. Village Attorney Charles Hervas stated he would not recommend such an action. Community Development Director Nancy Hill concurred.

Administration Committee: Trustee Santorsola had no report.
Trustee Santorsola, Chairperson

Environment Committee: Trustee Leahy had no report.
Trustee Leahy, Chairperson

Finance Committee: Trustee Hower had no report.
Trustee Hower, Chairperson

Public Safety Committee: Trustee Madaras had no report.
Trustee Madaras, Chairperson

Public Works/Infrastructure Committee: Trustee Aiani presented Resolution #908-16, "A Resolution Authorizing Task Order 16-R0569 Between the Village of Itasca and Robinson Engineering, Ltd. for Services related to Design Engineering for the Willow Street Storm Sewer." Hearing no objections, Trustee Aiani made a motion to recommend approval of Resolution #908-16; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.
Trustee Aiani, Chairperson
(Resolution #908-16)

Trustee Aiani presented Resolution #908-16, "A Resolution Authorizing Task Order 16-R0570 Between the Village of Itasca and Robinson Engineering, Ltd. for Engineering Services for the North Side Drainage Study." Hearing no objections, Trustee Aiani made a motion to recommend approval of Resolution #909-16; Trustee Latoria seconded the motion. Motion carried by a unanimous voice vote.
(Resolution #909-16)

Trustee Latoria called to go into Executive Session at the end of the Committee of the Whole meeting to discuss Executive Session minutes; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.
(Call for Executive Session)

Department Heads: Director of Police Robert O'Connor reported that he and Mayor Pruyn attended a meeting at Medinah Country Club concerning the BMW Championship scheduled for September 2019. In addition, an upcoming highlight will be the "Principal for the Day" event in which he will serve as honorary principal for one of the Itasca schools on October 25, 2016.

Community Development Nancy Hill reported the Itasca Plan Commission has two items for the upcoming meeting. Ms. Hill also reported the Historical Commission plans to meet on Thursday, October 20, 2016; however, there are currently no agenda items.

Ms. Hill also reported intern Christ Strom accepted a part-time position with the DuPage Mayors and Managers Conference (DMMC) as a Planning Liaison. His primary function would be to handle STP applications. He will still work for the Village of Itasca part-time on his off-time.

Community Development Intern Chris Strom had no report.

Village Engineering Consultant Aaron Fundich reported that due to the wet weather local construction is requesting work hours until approximately 10:00PM for the next 4-6 weeks.

Public Works Director Ross Hitchcock thanked Itasca Police Department in notifying residents on Baker Drive regarding the resurfacing. The holes along Irving Park Road are for the construction of the Safe Routes to School project. He also reported there is an extensive grub infestation in Usher Park. Mr. Dave Sloan will be initiating an aggressive treatment process.

Finance Director Julie Ciesla was absent.

Village Administrator Evan Teich reported on the Village Board soon to be entering a defense agreement with Clark Hill in regards to ComEd's 150' power line project. Mr. Teich further reported on a Suburban O'Hare Commission (SOC) meeting. A 6-month temporary rotation plan was enacted, and when that time period ends, SOC will request the City of Chicago to keep the plan permanently.

Village Clerk Melody Craven had no report.

Village Attorney Charles Hervas reported on pending Village litigation related to former Officer Hancock. Mr. Hervas explained that for all intents and purposes the case has been won in the Village's favor.

- Recess:** Mayor Pruyn called for a recess at 8:56PM before going into Executive Session to discuss Executive Session minutes.
- Executive Session:** Executive Session was called to order at 8:56PM.
- Reconvene:** The Village Board reconvened at 9:01PM.
- Adjournment:** Trustee Latoria made a motion to adjourn the Committee of the Whole Meeting at 9:07PM; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Melody Craven, Village Clerk

VILLAGE OF ITASCA BOARD OF TRUSTEES MEETING MINUTES

October 18, 2016 – 6:15 PM

- Call to Order:** Mayor Jeff Pruyn called the meeting to order at 6:24PM.
- Roll Call:** Present: Mayor Pruyn; Trustees – Marty Hower, Jeff Aiani, Ellen Leahy, Lucy Santorsola, Mike Latoria; Village Clerk – Melody Craven.
- Also present: Village Administrator – Evan Teich; Director of Police – Robert O'Connor; Community Development Director – Nancy Hill; Director of Public Works – Ross Hitchcock; Finance Director – Julie Ciesla; Village Attorney – Chuck Hervas; Village Engineering Consultant – Aaron Fundich; Community Development Intern – Chris Strom.
- Absent: Trustee Madaras.
- Pledge of Allegiance:** Mayor Pruyn led everyone in saying the Pledge of Allegiance.
- Audience Participation:** None.
- Minutes:** Mayor Pruyn asked if there were any questions regarding or corrections to the Village Board Meeting minutes of October 4, 2016 as presented. Hearing none, Trustee Santorsola made a motion to approve said minutes; Trustee Aiani seconded the motion. Motion carried by a unanimous voice vote.
(October 4, 2016)
- President's Comments:** Mayor Pruyn thanked everyone for their cooperation in changing the start time of the meeting from 7:00 pm to 6:15 pm. Mayor Pruyn presented discussion and possible action concerning Resolution #911-16, "A Resolution Authorizing the Mayor to Sign and Direct the Village Clerk to Attest a Joint Defense and Confidentiality Agreement." Hearing no objections, Trustee Latoria made a motion to approve Resolution #911-16; Trustee Hower seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.
(Resolution #911-16)
- Community Development Committee:** Trustee Latoria initiated discussion and possible action concerning Ordinance #1823-16, "An Ordinance Approving a Plat of Subdivision for 425 and 1050 Spring Lake Drive (Gift of Hope & Elmhurst 83, LLC)." Ms. Nancy Hill explained that all items have been worked out between applicants and Village staff regarding easement agreement language based on feedback received at the last Village Board meeting. Hearing no further discussion and no objections, Trustee Latoria made a motion to approve Ordinance #1823-16; Trustee Leahy
Trustee Latoria, Chairperson
(Ordinance #1823-16)

seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

Administration Committee:
Trustee Santorsola, Chairperson
(Recap Intergovernmental
Committee Meeting – October
17, 2016)

Trustee Santorsola provided a summary of the October 17, 2016 Intergovernmental Committee meeting. The next Intergovernmental Committee Meeting is scheduled for Monday, January 9th, 2017 at 5:45PM.

Environment Committee:
Trustee Leahy, Chairperson
(Tollway LAC Meeting recap)

Trustee Leahy reported she attended the Tollway LAC meeting last evening on October 17, 2016. Trustee Leahy explained that, by the end of 2017, the Elgin O'Hare construction will be finished through Itasca. In addition, two lanes will open on Prospect by mid to end of November and Clover Ridge Drive will be open by the end of the month. Further, Trustee Leahy explained toll revenue is as expected, but there will be large volume of truck traffic. PACE was present at the meeting and reported there will be a meeting on November 9, 2016 regarding potential new bus routes. Trustee Leahy encouraged everyone to attend the next LAC meeting on December 12, 2016.

Finance Committee:
Trustee Hower, Chairperson
(Resolution #910-16)

Trustee Hower initiated discussion and possible action concerning Resolution #910-16, "A Resolution Determining to Levy an Additional Tax for the Public Library Building and Maintenance Fund." Trustee Hower explained the resolution needs to be published since the public has 30 days to file a petition. In the event there is no petition, the Village will pass a resolution regarding the levy. Hearing no further objections, Trustee Hower made a motion to approve Resolution #910-16; Trustee Leahy seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

Public Safety Committee:
Trustee Madaras, Chairperson
(Call for Executive Session)

Mayor Pruyn asked for a motion to hold an Executive Session toward the end of the meeting to discuss collective bargaining issues. The Village Board meeting would be reconvened afterward in order that discussion of items "a" and "b" below could be discussed and a vote could be taken. Trustee Latoria made a motion to hold an Executive Session to discuss collective bargaining issues; Trustee Aiani seconded the motion. Motion carried by a unanimous voice vote.

- a) Discussion and possible action concerning Resolution #912-16, "A Resolution Authorizing the Execution of a Collective Bargaining Agreement between the Village of Itasca and the Illinois Fraternal Order of Police (Patrol Officer)"
- b) Discussion and possible action concerning

Resolution #913-16, "A Resolution Authorizing the Execution of a Collective Bargaining Agreement between the Village of Itasca and the Illinois Fraternal Order of Police

Public Works/Infrastructure Committee:

Trustee Aiani, Chairperson
(Ordinance #1824-16)

Trustee Aiani initiated discussion and possible action concerning Ordinance #1824-16, "An Ordinance Amending Schedule III: Parking between Signs Prohibited of Chapter 78 of the Itasca Code of Ordinances." Hearing no objections, Trustee Aiani made a motion to approve Ordinance #1824-16; Trustee Hower seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

(Call for Public Works/Infrastructure Committee Meeting)

Trustee Aiani called for a Public Works/Infrastructure Committee meeting on Monday, October 24, 2016 at 6:00PM to discuss the 5-Year Capital Improvement Plan; Trustee Leahy seconded the motion. Motion carried by a unanimous voice vote.

Consent Agenda:

Mayor Pruyin asked for a motion to approve the Consent Agenda items "a" through "f". Trustee Hower made a motion to approve items "a" through "f" on the consent agenda; Trustee Santorsola seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Madaras; Abstain – None. Motion carried.

- a) Approval of Ordinance #1819-16, "An Ordinance Approving a Class I Site Plan for 400 Park Boulevard (Westin Hotel)"
- b) Approval of Ordinance #1820-16, "An Ordinance Approving a Class I Site Plan for 1325 Ardmore Avenue (APG Holdings)"
- c) Approval of Ordinance #1821-16, "An Ordinance Approving a Class I Site Plan for 425 Spring Lake Drive (Gift of Hope)"
- d) Approval of Ordinance #1822-16, "An Ordinance Approving a Class I Site Plan for 1050 Spring Lake Drive (Titan Electric/Elmhurst 83, LLC)"
- e) Approval of Resolution #908-16, "A Resolution Authorizing Task Order 16-R0569 Between the Village of Itasca and Robinson Engineering, Ltd. for Services related to Design Engineering for the Willow Street Storm Sewer"
- f) Approval of Resolution #909-16, "A Resolution Authorizing Task Order 16-R0570 Between the Village of Itasca and Robinson Engineering, Ltd. for Engineering Services for the North Side Drainage Study"

Voucher:
(October 18, 2016)

Trustee Hower made a motion to approve the voucher dated October 18, 2016 in the amount of \$776,970.29; Trustee Leahy

seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

Department Heads: Mayor Pruyn stated he would hear Department Head reports at the Committee of the Whole Meeting following the Village Board Meeting.

Recess: Mayor Pruyn called for a recess at 6:40PM to go into Executive Session to discuss collective bargaining.

Executive Session: The Village Board went into Executive Session at 6:40PM.

Reconvened: The Village Board reconvened at 6:44PM.

Public Safety Committee: Trustee Madaras was absent. Mayor Pruyn initiated discussion and possible action concerning Resolution #912-16, "A Resolution Authorizing the Execution of a Collective Bargaining Agreement between the Village of Itasca and the Illinois Fraternal Order of Police (Patrol Officer)." Hearing no objections, Trustee Leahy made a motion to approve Resolution #912-16; Trustee Hower seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

(Resolution #913-16) Mayor Pruyn initiated discussion and possible action concerning Resolution #913-16, "A Resolution Authorizing the Execution of a Collective Bargaining Agreement between the Village of Itasca and the Illinois Fraternal Order of Police (Sergeants)." Hearing no objections, Trustee Leahy made a motion to approve Resolution #913-16; Trustee Hower seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Leahy, Aiani, Latoria, and Santorsola; Nays – None; Absent – Trustee Madaras; Abstain – None. Motion carried.

Adjournment: Trustee Santorsola made a motion to adjourn the Village Board meeting at 6:46PM; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Melody J. Craven, Village Clerk



Village of Itasca
Community Development Department

550 WEST IRVING PARK RD. ITASCA, IL 60143
PHONE: 630/773-5568 FAX: 630/773-0852
e-mail: smalik@itasca.com
www.itasca.com

MEMORANDUM

TO: President Jeff Pruyn
Village Board of Trustees

RE: PC 16-013
Major Prime Plastics
925 W. Thorndale Ave.

FROM: Shannon L. Malik, AICP
Planner III

COTW: November 1, 2016

CC: File

ENCL: Plan Commission staff report
w/attachments

Background

Major Prime Plastics has indicated that, due to a portion of their business pertaining to the production of plastics used for medical containers, they have a specific need to have outdoor storage to expose pallets to UV to reduce the chance of mold forming. A significant amount of outdoor storage has been conducted without first securing a special use permit. The applicant took steps to immediately apply for a special use once Village officials learned that outdoor storage was occurring.

At the Plan Commission public hearing, there was a discussion on limiting the height of stored materials to the height of the fence, which is 8' in all locations adjacent to where storage is currently placed. The Commission considered requiring additional screening, but did not make that a condition of approval since the petitioner agreed at the public hearing to reduce the height and quantity of stored materials and follow all recommended conditions of approval. In addition, the petitioner has relocated the dumpster to an interior dock location.

The request before the Village Board is as follows:

1. Special use for outdoor storage in the M Limited Manufacturing District

Plan Commission Recommendation

The Plan Commission reviewed this matter on October 19, 2016. The Plan Commission recommended ***unanimous approval*** (5-0) of the request for a special use for outdoor storage subject to the following conditions, as recommended by staff and amended by the Plan Commission:

1. Permit documents must be in substantial compliance with Plan Commission/Village Board submittal.
2. The project must comply with all Village Ordinances, Building Codes, and the DuPage County Stormwater Ordinance.
3. The Special Use will become null and void if not exercised within one year from the date of Village Board approval.
4. The Special Use is for Major Prime Plastics only and will be revoked if they should cease to operate at this location.
5. If outdoor storage ceases for a period of 90 days or more, the Special Use will become null and void.

-
6. Storage is limited to the areas shown on the site plan prepared by the applicant.
 7. Revise site plan to indicate the location of stored polypropylene fabric.
 8. Revise site plan to indicate the maximum quantities of each type of stored item and a maximum height of 8' for all stacked materials, and approximate area/dimensions of stored items. The plan should be amended to include striping of the storage area boundary.
 9. Limit the number of propane tanks to be stored to 28, within the existing storage cabinets located along the east wall of the building near the man door.
 10. Storage is not to encroach on any employee or visitor parking.
 11. Ample backing and turning areas must be maintained.
 12. Performance standards for fuel storage in the M Limited Manufacturing District must be met.
 13. Provide solid screening enclosure for dumpster in the appropriate location pursuant to the requirements of Code.



**Village of Itasca
Community Development Department
Plan Commission
Agenda Item**

PUBLIC HEARING: October 19, 2016

PC 16-019

TITLE: Major Prime Plastics, Inc.
ADDRESS: 925 W. Thorndale Ave.
PIN: 03-06-400-002 and 03-06-300-005

Reed Hadley of Major Prime Plastics, Inc., as tenant, with Prologis, as property owner, for the following:

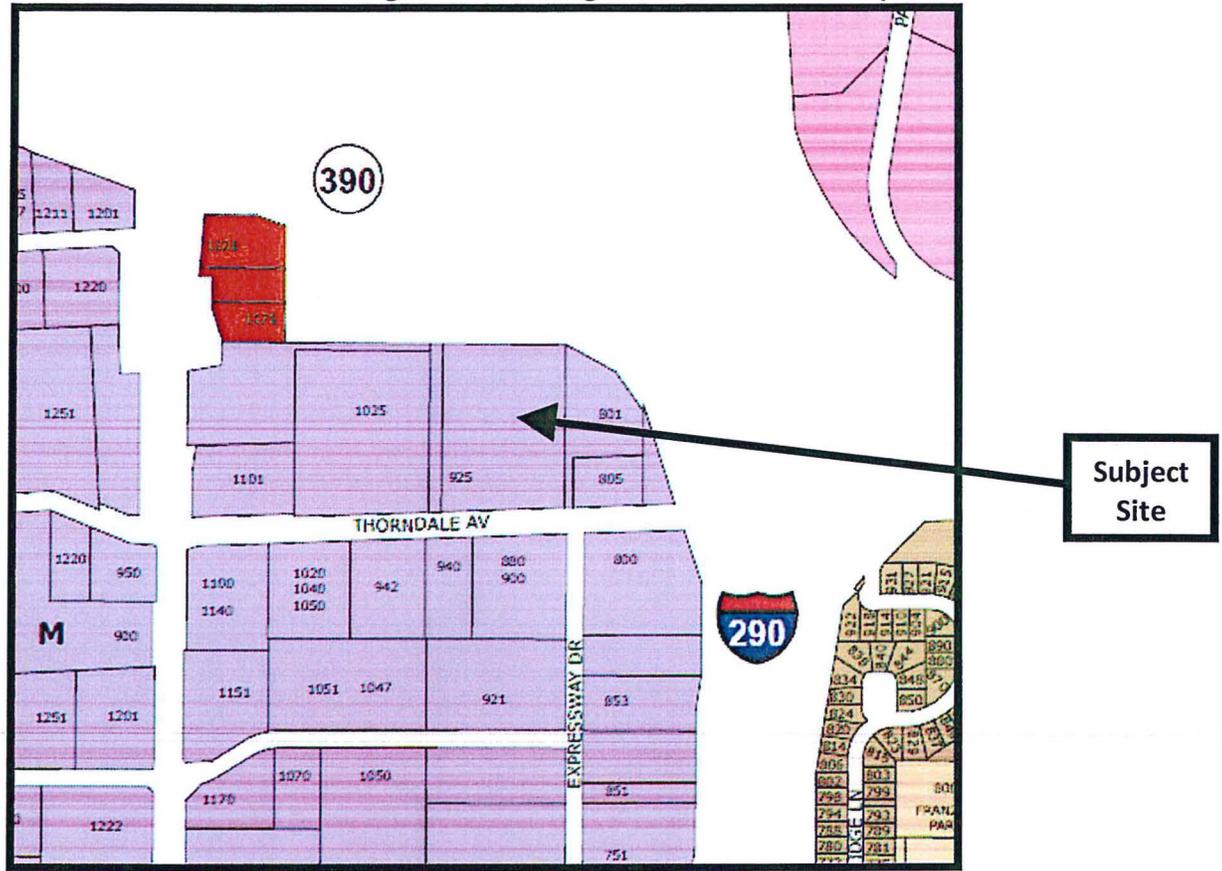
- A. Special Use for outdoor storage in the M Limited Manufacturing District.

LOCATION



Source: DuPage County GIS (Showing Previous Tenant)

M- Limited Manufacturing District Zoning District Shown in Purple



Source: 2016 Village of Itasca Zoning Map

GENERAL INFORMATION

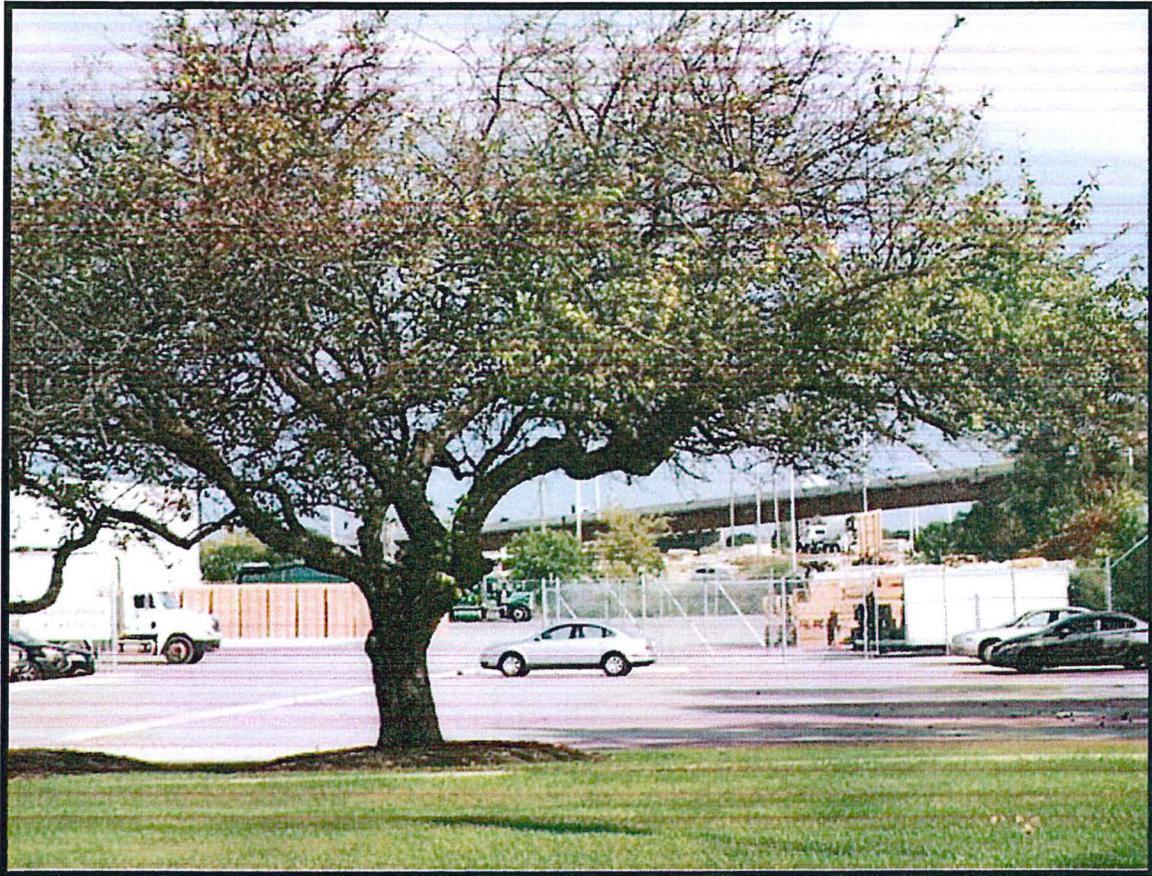
Current Use: Warehouse facility
Proposed Use: No change
Current Zoning: M Limited Manufacturing District

BACKGROUND

The subject property is bound by Illinois Route 390 to the north and Thorndale Avenue to the south. It is located on the leg of Thorndale Avenue just east of Illinois Route 53. The property features a 1 story concrete building of approximately 152,700 square feet.

The applicant, Major Prime Plastics, Inc., specializes in storing, packaging, and warehousing raw plastic materials. In November of 2014, they received Village Board approval of their Zoning Certificate in order to operate at this location. The tenant space was leased from Prologis in order to complement their Villa Park facility. At that time, there was no request for outdoor storage, which requires a Special Use permit. At

the time of Village Board approval, these uses were deemed permitted in the M Limited Manufacturing District and parking was adequate.



View of east side of parking lot looking north from Thorndale Ave.

Staff recently discovered that a significant amount of outdoor storage is occurring on site, including plastic and wood pallets, bales of cardboard for recycling, propane tanks, trailers, and a dumpster.

These materials are being stored on the east side of the parking lot with an approximate separation of 14' to the property line at the closest point. The items are enclosed by a fence, which is open on the Thorndale side during hours of operation.

ZONING ANALYSIS

The Zoning Ordinance does not ordinarily permit business activities or storage outside in the M Limited Manufacturing District. Section 11.02(3) states:

“All activities and operations, including material and equipment storage, shall be within completely enclosed buildings. The outside storage of materials and

equipment may be allowed only by Special Use Permit obtained in accordance with the provisions of Section 14.11 of the Itasca Zoning Ordinance.

Semi-trailers, storage containers and similar enclosed storage devices shall not be used for storage of materials or products for longer than three (3) days unless a Special Use Permit for such storage has been obtained in accordance with the provisions of Section 14.11 of the Itasca Zoning Ordinance.



View looking west from adjacent property to the east

The applicant proposes to continue outdoor storage of the following:

- a. Approximately 28 propane tanks stored in two secured metal racks along the east side of the building near an existing man door.
- b. Wood and plastic pallets of unspecified quantities, primarily adjacent to the east property line, with some materials adjacent to the east building wall.
- c. Bales of recycling materials of unspecified quantities adjacent to the east property line.
- d. Two trailers adjacent to the east property line.
- e. One dumpster adjacent to the east property line.
- f. Polypropylene fabric of an unspecified quantity.

FIRE DISTRICT ANALYSIS

Itasca Fire Protection District No. 1 informed the applicant that they had too much pallet storage during a recent inspection, which prompted this request for a special use for outdoor storage.

Fire Prevention Bureau Director Leigh Fabbri has indicated that storage could be conducted inside of the building as long as the regulations pertaining to storing these types of materials could be met, including fire protection and adequate separation. The applicant has indicated that these Code requirements make indoor storage of the quantities currently being kept on site unfeasible for them.

ITEMS FOR DISCUSSION

1. Although it may be unfeasible for the applicant to store the same amount of materials indoors due to Code requirements for storing these types of items, perhaps there is an opportunity to move as much indoors as possible or to relocate some items to another facility in order to reduce the total quantity of items stored outside.
2. Although this property is located within the M Limited Manufacturing District, which is the highest intensity zoning district within the Village of Itasca, it is bound by Illinois Route 390 on the north, which serves a gateway to the community. The tollway is at a higher elevation and the subject property may be visible from this well-traveled corridor.
3. The intensity of storage, particularly the number, height, and area of pallets and bales, is unquantifiable based on the information provided. The amount of pallets and bales to be stored should be limited to a set quantity or area and a maximum height; staff suggests the 8' maximum height allowed for solid screening fences in the M Limited Manufacturing District.
4. The height of stacked pallets appears to roughly match the elevation of the property to the east. Despite a significant grade differential and setback between the two lots, pallets can be clearly seen when looking west from the property to the east. The Plan Commission may wish to impose a screening requirement for a board on board or solid fence. The existing fence appears to be located on the property of the neighbor to the east, based on the plat of survey.
5. The Village has approved of requests for outdoor storage for propane tanks in the recent past. Staff recommends that the propane storage remain outdoors.
6. The Plan Commission has recommended approval of outdoor storage in the past. However, in the majority of these cases, the outdoor storage has not been intrusive because of heavy landscaping and remote facility locations and a much

smaller footprint. The Plan Commission should discuss if this property has similar conditions or can meet similar regulations.

STAFF RECOMMENDED CONDITIONS OF APPROVAL

Should the Plan Commission make a recommendation of approval, staff suggests including the following conditions, which may be amended, based on feedback received on the open items for discussion above:

1. Permit documents must be in substantial compliance with Plan Commission/Village Board submittal.
2. The project must comply with all Village Ordinances, Building Codes, and the DuPage County Stormwater Ordinance.
3. The Special Use will become null and void if not exercised within one year from the date of Village Board approval.
4. If outdoor storage ceases for a period of 90 days or more, the Special Use will become null and void.
5. Storage is limited to the areas shown on the site plan prepared by the applicant and is not to exceed the quantity generally shown on the proposed site plan or as otherwise recommended by the Plan Commission.
6. Revise site plan to indicate the location of stored polypropylene fabric.
7. Revise site plan to indicate the maximum quantities of each type of stored item including the maximum height of stacked materials, and approximate area/dimensions of stored items. The plan should be amended to include striping of the storage area boundary.
8. Revise site plan to show location and height of any required screening fence.
9. Limit the number of propane tanks to be stored to 28, within the existing storage cabinets located along the east wall of the building near the man door.
10. Storage is not to encroach on any employee or visitor parking.
11. Ample backing and turning areas must be maintained.
12. Performance standards for fuel storage in the M Limited Manufacturing District must be met.
13. Provide solid screening enclosure for dumpster in the appropriate location pursuant to the requirements of Code.

REQUIRED FINDINGS OF FACT

Per Section 14.11(7), the Plan Commission is required to make the following findings should it make a favorable recommendation on the Special Use Permit application:

1. The approval of such Special Use is in the public interest and is not solely for the interest of the applicant;

2. The proposed use at the particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
3. Such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or injurious to property values or improvements in the vicinity; and
4. The proposed use will comply with the regulations and conditions specified in the Itasca Zoning Ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

The applicant has responded to the required Findings of Fact within the Petition for Special Use.

Staff has not received any inquiries from the public on this application. The petitioner has indicated that they made an attempt to speak to nearby businesses on August 25, 2016 about the pending application.

DOCUMENTS ATTACHED

1. Application signed September 9, 2016.
2. Summary of discussions with neighbors prepared by applicant, dated August 25, 2016.
3. Photographs provided by applicant.
4. Plat of Survey, prepared by Chicago Guarantee Survey Company, dated May 5, 1998.
5. Site Plan prepared by applicant.

PETITION FOR SPECIAL USE

Village of Itasca Plan Commission
c/o Community Development Department
550 W. Irving Park Rd.
Itasca, IL 60143
(Ph): 630-773-5568 (F): 630-773-0852
comdev@itasca.com

Date Submitted: 8/31/16

ALL ITEMS MUST BE COMPLETE TO PROCESS APPLICATION

Address(es) of Property: 925 W.Thorndale Ave

Owner(s) of Property: Prologis

Petitioner(s) (if other than owners): Major Prime Plastics, Inc.

Existing Use: Packaging/Warehouse Distrubution center Zoning: M

P.I.N. #(s): 0306400002/0306300005 Lot Size (sq. ft.): 337,717

Please answer the following questions (you may attached additional sheets if needed):

- 1.) Please provide a detailed description of the use requested.
 Petition for Special use is driven by the request to store various items in our secure yard. Items to be stored include pallets, locked propane tank cages, bales of cardboard and polypropylene fabric. The pallets are a fire hazard if stored inside, as are the propane tanks for our fork trucks. The bales of cardboard and polypropylene fabric are neatly stored outside for our recycler to pick up.

- 2.) Please explain how the special use requested is in the interest of the public and is not solely for the interest of the applicant.
 As stated before storage of the pallets outside is mainly driven by concern for fire safety standards. Our facility is break bulk production facility and on average we use 1000 pallets per week on our production lines. We are constantly receiving new packaging supplies to maintain our business needs.

- 3.) Explain the reasons why the special use is necessary or desirable for the public convenience and how it will contribute to the general welfare of the neighborhood or community at this location.
 Our operation here in Itasca represents growth in our business. Our head quarters is in Villa Park and the Itasca facility was created due to growth with our current customers and new customer business. In addition to the safey reasons there is also revenue gains from using the warehouse square footage for products. Our yard is also a secure yard that is locked when the operation is closed and it is under 24 hour video surveillance.

4.) Will the special use be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity? Please explain your answer.
No. The items we are requesting to store outside are not hazardous or impose any hazards to the general public.

5.) What effect will the use have on property values and improvements in the vicinity? Please explain your answer.
Major Prime Plastics leases this building from Prologis. Since our start of the lease with Prologis(12/01/14), there have been many improvements to the entire facility. The yard was almost entirely rebuilt and the building itself is going through many repairs and improvements since we have brought our business to Itasca. Our yard usage will be neat and orderly. The Itasca facility is a showcase operation that we present to all customers.

Owner's Name(s): Prologis

Address: _____ Phone: _____
_____ Email: _____

Petitioner's Name(s): Reed Hadley - Major Prime Plastics, Inc

Address(es): 925 W.Thorndale Phone: 630-417-8130
Itasca, IL 60143 Email: rhadley@majorprime.com

Agent or Attorney (if applicable)	Site Planner or Engineer (if applicable)
Name: _____	Name: _____
Firm: _____	Firm: _____
Address: _____	Address: _____
_____	_____
Phone: _____	Phone: _____
Email: _____	Email: _____

Please attach the following:

- Legal description of property (from title policy or plat of survey) – required for all variances.
 - Current plat of survey (showing all site improvements/structures and easements).
 - Architectural renderings of new or altered structures (if applicable).
 - Site Plan (drawn to scale showing buildings, parking spaces, storm water detention and all other significant data with all pertinent dimensions fully noted).
 - If held in trust, letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to the petition request. The letter must be signed by all beneficiaries of the trust.
-
-

THE LEGAL TITLEHOLDER MUST SIGN THE PETITION. Where the property is held in trust, the trust officer must sign the petition and include a letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to this petition request. The undersigned acknowledges and agrees that this application and all documentation submitted becomes public record and may be viewed by the public.

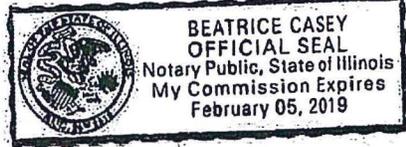
I/WE Vince Zuppa Vice President DO HEREBY CERTIFY OR AFFIRM THAT I/WE ARE THE OWNER(S) OF RECORD OF THE AFORESAID DESCRIBED PROPERTY AND HEREBY MADE APPLICATION AS SUCH.

Signature: *[Handwritten Signature]* Date: 9-9-16

SUBSCRIBED AND SWORN TO

BEFORE ME THIS 9th DAY OF Sept, 2016

[Handwritten Signature]
NOTARY PUBLIC



On Thursday, 8/25/16 the following businesses were informed of Major Prime Plastic's petition for special application with the Village of Itasca regarding storage of pallets in the yard. The plant manager, Reed Hadley stopped by and gave notice of the upcoming public hearing.

EMKAY-spoke with Cindy Forssen of HR

KESTER – spoke with Maintenance Manager- Scott

GIVAUDAN- spoke with receptionist Patrick who would forward my card on to the Director

VanFon – spoke with the receptionist who would forward my information on to the Operations Manager –Dominic

RDI- Spoke with the receptionist (Joanne) who would pass my information on to the HR Manager-Herm.


8/25/16

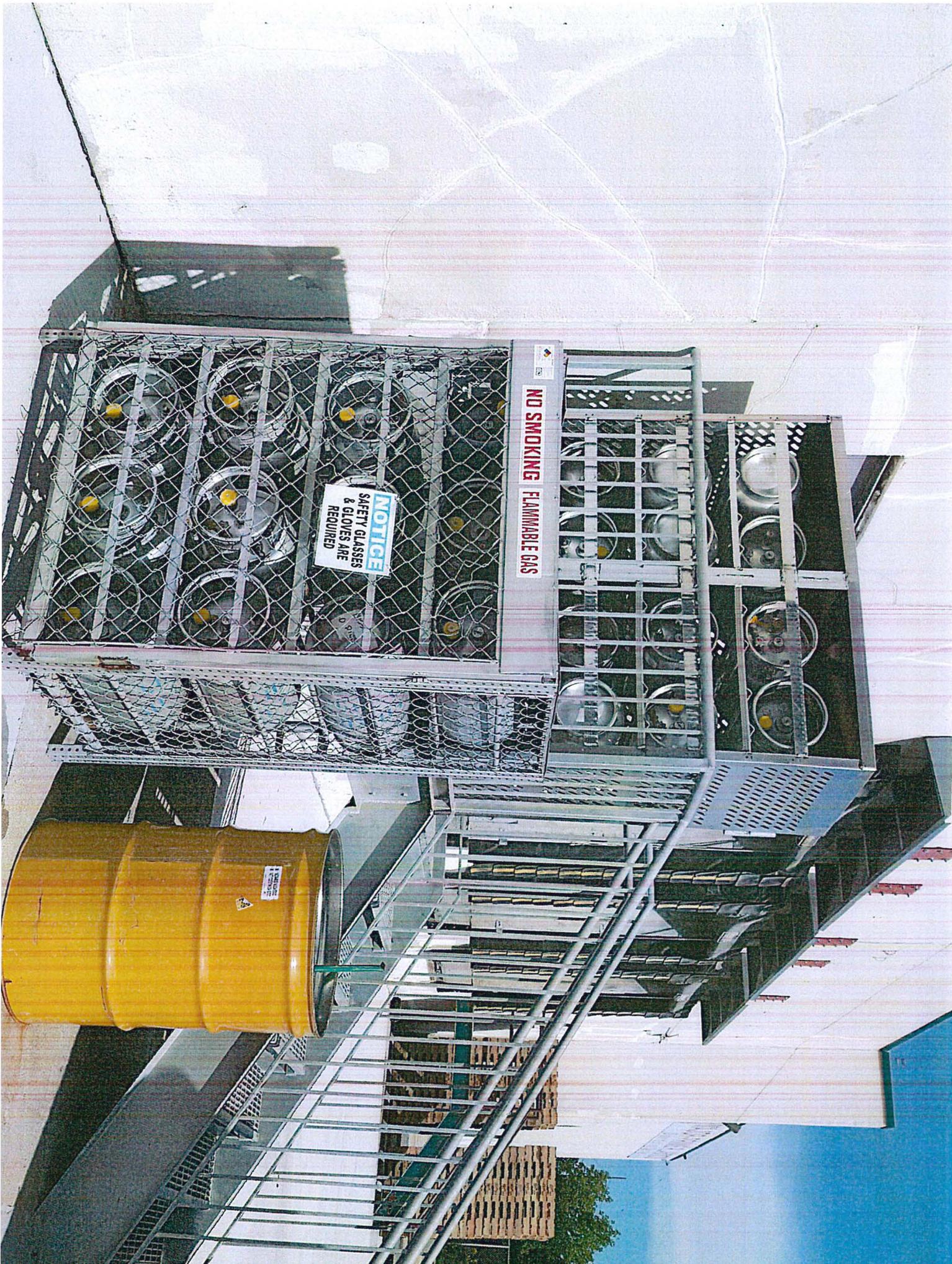












NO SMOKING FLAMMABLE GAS

NOTICE
SAFETY GLASSES
& GLOVES ARE
REQUIRED





**ITASCA FIRE PROTECTION DISTRICT NO. 1
520 W. IRVING PARK ROAD, ITASCA, IL 60143**

**James F. Burke, Jr.
Fire Chief**

Administration: 630-773-1223

Fire Prevention: 630-773-1240

Fax: 630-773-3381

October 13, 2016

To: Ms. Shannon Malik

From: Leigh Fabbri, Director
Bureau of Fire Prevention

Subject: Major Prime Plastics
925 W Thorndale Ave
Request for Special Use for Outside Storage

The Itasca Fire Protection District will have no objection to approval of the Special Use for Outside Storage at the subject facility if the applicant agrees to the following conditions:

- Provide a private fire hydrant supplied from the city water supply within 300 feet of the furthest north outside storage
- Provide a minimum 6-inch private watermain to supply the hydrant

Please feel free to contact me if you have any questions.

Sincerely,

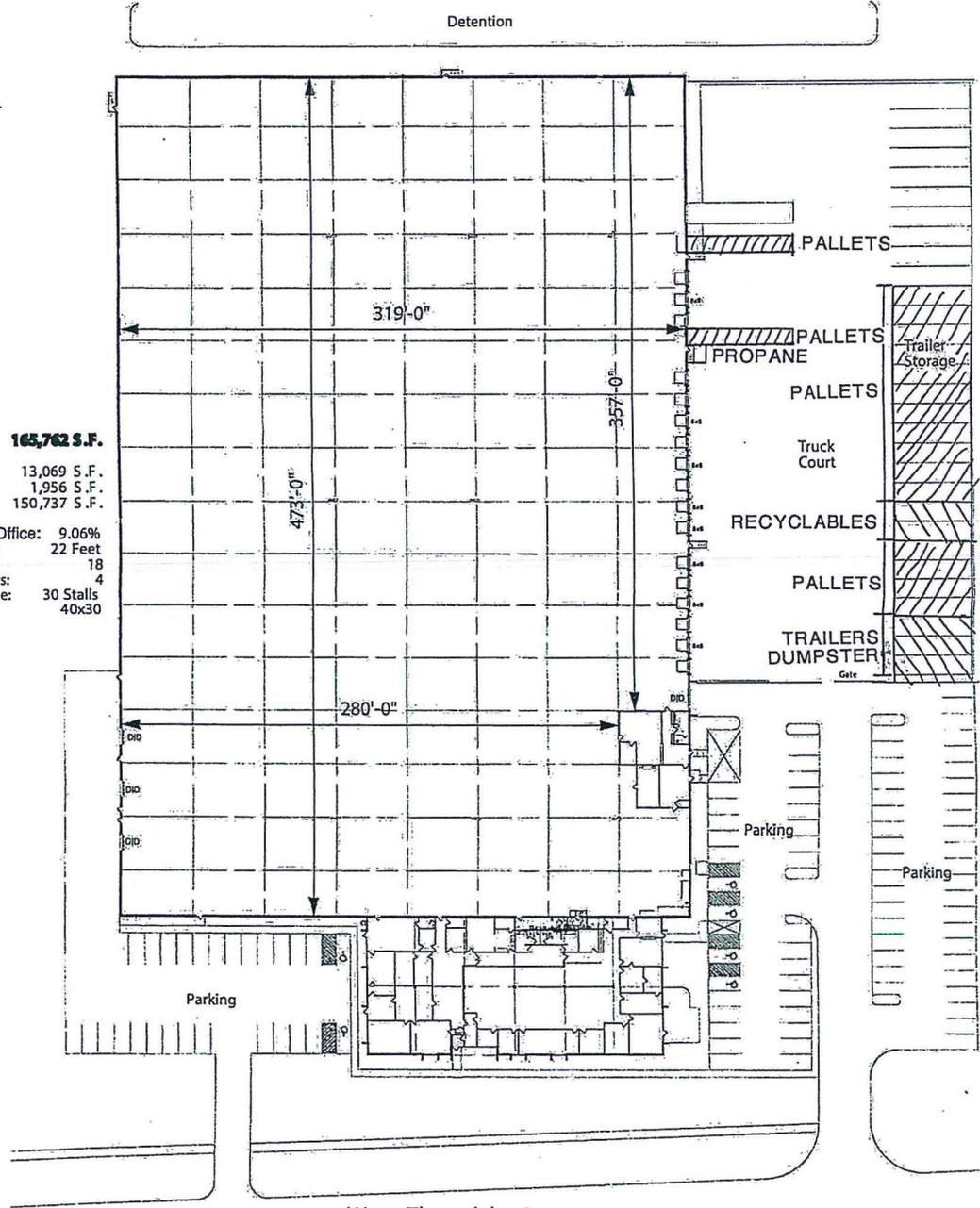
A handwritten signature in cursive script that reads "Leigh Fabbri".

Serving the Community Since 1909

Detention



Building: 165,762 S.F.
Office: 13,069 S.F.
Whs Office: 1,956 S.F.
Warehouse: 150,737 S.F.
Percentage Office: 9.06%
Clear Height: 22 Feet
Dock Doors: 18
Drive-in Doors: 4
Trailer Storage: 30 Stalls
Typical Bay: 40x30

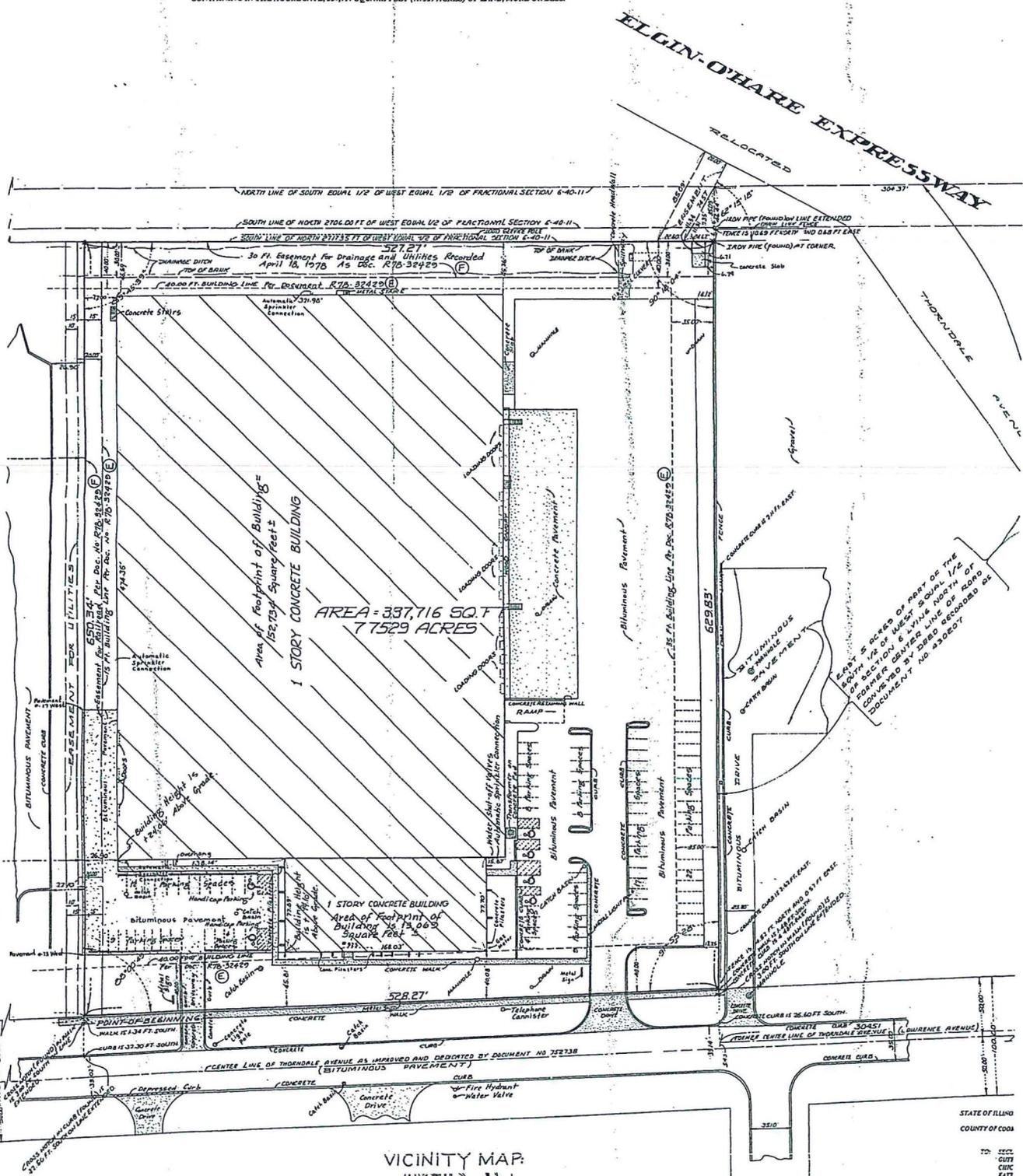


West Thorndale Avenue

elo

THAT PART OF THE SOUTH HALF OF THE WEST EQUAL HALF FRACTIONAL SECTION 6, TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, BOUNDED AND DESCRIBED AS FOLLOWS:
 BEGINNING AT THE POINT OF INTERSECTION OF THE NORTHERLY LINE OF THORNDALE AVENUE AS IMPROVED AND AS DEDICATED BY INSTRUMENTS RECORDED IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS AS DOCUMENT NUMBERS 752717 AND 752718, WITH THE NORTHWARD EXTENSION OF A LINE 952.07 FEET, MEASURED PERPENDICULARLY, EAST FROM AND PARALLEL WITH THE EAST LINE OF ILLINOIS STATE ROUTE 53, AS SHOWN ON PLATS OF ITASCA 1-90 CENTER FOR INDUSTRY UNIT NOS. 1, 2 AND 3 AND RUNNING;
 THENCE NORTH ALONG SAID NORTHWARD EXTENSION OF SAID PARALLEL LINE, A DISTANCE OF 693.34 FEET TO AN INTERSECTION WITH THE SOUTH LINE OF THE NORTH 2717.15 FEET OF SAID WEST EQUAL HALF OF FRACTIONAL SECTION 6;
 THENCE EAST ALONG THE SOUTH LINE OF THE NORTH 2717.15 FEET, AFORESAID, A DISTANCE OF 527.27 FEET TO AN INTERSECTION WITH THE WEST LINE OF THE 3 ACRE PARCEL OF LAND CONVEYED BY DEED RECORDED IN SAID RECORDER'S OFFICE ON THE 31TH DAY OF OCTOBER 1914 AS DOCUMENT NO. 43937;
 THENCE SOUTH ALONG SAID WEST LINE OF SAID 3 ACRE PARCEL OF LAND AFORESAID, A DISTANCE OF 629.83 FEET TO AN INTERSECTION WITH SAID NORTHERLY LINE OF THORNDALE AVENUE;
 THENCE WESTWARD ALONG SAID NORTHERLY LINE OF THORNDALE AVENUE, A DISTANCE OF 512.27 FEET TO THE POINT OF BEGINNING, ALL IN DUPAGE COUNTY, ILLINOIS.

CONTAINING IN THE AGGREGATE, 337,117 SQUARE FEET (7.7529 ACRES) OF LAND, MORE OR LESS.



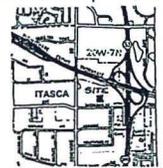
ELGIN-O'HARE EXPRESSWAY
 THORNDALE AVENUE

AREA = 337,116 SQ. FT.
 7.7529 ACRES

Area of Footprint of Building =
 152,134 Square Feet ±
 1 STORY CONCRETE BUILDING

1 STORY CONCRETE BUILDING
 Area of Footprint of Building is 13,063 Square Feet ±
 13,063 SQ. FT.

VICINITY MAP:



B Exception Letter.

SURVEY COMPANY HEREBY CERTIFIES THAT THE PROPERTY SHOWN ON THIS MAP IS AN AREA OF MINIMAL FLOODING AS DELINEATED ON THE SURVEY PROGRAM'S FLOOD INSURANCE RATE MAP, COMMUNITY 1-00018, EFFECTIVE DATE NOVEMBER 2, 1977.

STATE OF ILLINOIS
 COUNTY OF COOK

TO: SECY
 CLERK
 CLERK

CHICAGO GUARANTEE SURVEY COMPANY
 ILLINOIS PROFESSIONAL LAND SURVEYOR
 CORPORATION NUMBER 1
 DATED: APRIL 14, 1978





Village of Itasca

550 W. Irving Park Rd. Itasca, IL 60143
630.773-0835 • Fax 630.773.2505 • www.itasca.com

MEMORANDUM

TO: Village President and Village Board
FROM: Lamar Jones, Administrative Intern
DATE: November 3rd, 2016
SUBJECT: Reverse Commuter Parking

Background

Itasca has a waiting list of eighteen (18) commuters for overnight reserved parking permits. Staff has received several concerns from the business community that our supply of parking spaces does not satisfy the demand for parking. Currently, the Village sells six overnight parking spaces and has had an average waiting list of fifteen (15) customers over the past two years. Staff conducted a survey of nine (9) parking spaces located on the west side of the S. Maple Street parking lot in order to determine if a parking expansion would meet the needs of the business community.

Assessment

Staff considered several factors when assessing the nine (9) S. Walnut Street parking spaces. Assessment topics included: current use of the spaces, the ability to enforce permits, ability for maintenance, and the ability to administer. The following is a breakdown of the information obtained from each area of assessment:

- *Current use:* The Police Department surveyed the spots daily from August 15th to August 31st. The lot had 1 out of 27 spaces taken. The maximum amount of cars parked in a two week period was 3 out of 27.
- *Enforcement:* The spots are currently enforced as hourly spaces. The Village would have to create signage and parking passes to enforce the new spaces.
- *Ability for maintenance:* The primary concern would be shoveling snow outside of the parking spaces. Public Works anticipates they will have minor issues but would be able to plow the spaces.
- *Ability to administer:* The Village will have to order additional placards for the new spots. Yearly ordering takes place in December. The spots would be available January 1st at the earliest.

- *Pricing:* The Village Currently charges \$70 per permit for reverse commuters. The average for overnight commuters is slightly higher.

Municipality	Quarterly Fee for Reverse Commuter
Naperville	\$65
Barrington	\$180
Lisle	\$120
Cary	\$95
Wheaton	\$95
Average	\$111
Itasca	\$70

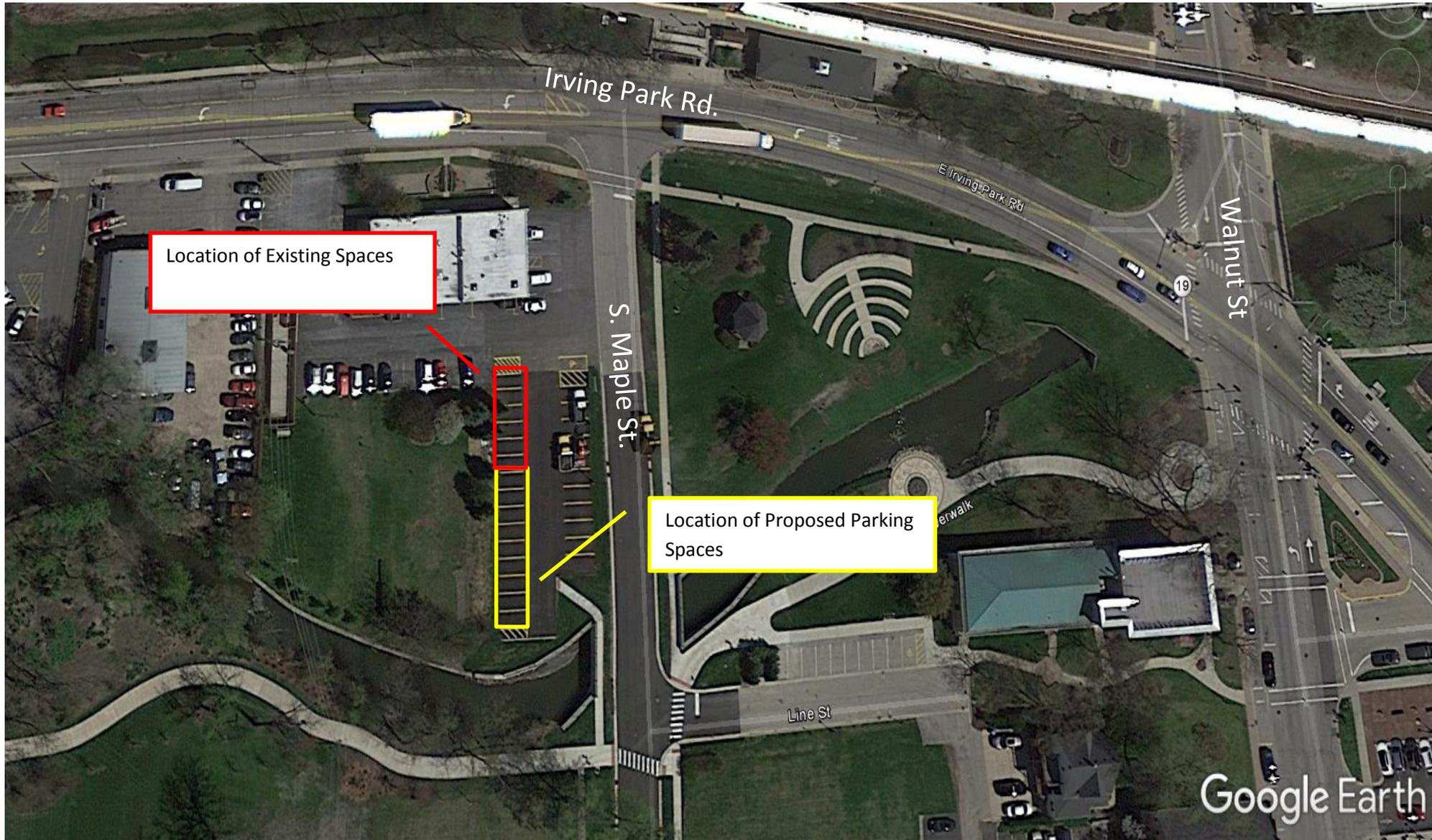
Analysis

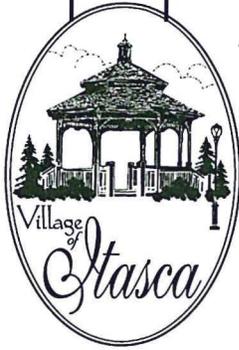
Staff does not anticipate that creating additional spots will have significant unintended consequences. When surveying the lots current use, enforcement, ability for maintenance, ability to administer, and pricing, staff believes the parking spaces would be the best fit for the new overnight spaces. Given that the Village is creating new spaces, the Village President and Village Board may want to consider raising its overnight commuter parking spaces closer to the average. If the Village were to charge its current rate and expand overnight parking by nine (9) spaces it would receive additional revenue totaling \$2,520 for the year at the current rate. If the Village were to pursue creating the new spaces, it could smoothly implement the new policy by January 1st.

Recommendations

1. Staff recommends the Village create the nine (9) new spaces on the west end of the S. Maple Street parking lot.
2. Staff recommends the parking spaces to be established beginning in January.
3. Staff recommends raising the parking spaces closer to the average for communities surveyed.

Map of Proposed Changes





PUBLIC WORKS

411 N Prospect Ave
Itasca, Illinois 60143-1795
Tel: 630-773-2455 Fax: 630-773-9856
www.itasca.com

MEMORANDUM

Date: October 21, 2016

To: Village President
Board of Trustees
Village Administrator

From: Ross Hitchcock, Director of Public Works *RH*

RE: Payment Estimate #1 - 2016 Street Resurfacing Program

We have received Payment Estimate #1 in the amount of \$205,754.76 from Schroeder Asphalt Services Inc. for work performed on the 2016 Street Resurfacing Program. Attached please find a recommendation to release funds from Robinson Engineering. Everything appears to be in order.

I recommend accepting Payment Estimate #1 in the amount of \$205,754.76.

We budgeted \$300,000 for this program. Due to the low bid we were able to add some much needed pavement patching throughout the village. This program will close out closer to \$290,000.



Municipal Expertise. Community Commitment.

Mark A. Wesolowski, P.E
Direct Line: (815) 412-2710
Email: mwesolowski@reltd.com

October 13, 2016

Project 16-027

Mr. Ross Hitchcock, Director of Public Works
Village of Itasca Public Works
411 N. Prospect
Itasca, Illinois 60143

**RE: 2016 Street Resurfacing Program
Payment Estimate #1**

Dear Mr. Hitchcock:

We have reviewed Estimate of Payment #1 from Schroeder Asphalt Services, Inc. for work completed on the above referenced project. It is our opinion that the work has been completed in substantial conformance with the plans and specifications, as summarized below:

Total Earned to Date	\$228,616.40
Less 10% retention	<u>\$22,861.64</u>
Total Due Estimate No. 1 - Partial	\$205,754.76
Original Contract Amount	\$228,727.85
Additional Work / Changes to Date	\$0.00
Remaining Contract Balance (including retainage)	\$22,973.09

Therefore, we recommend that the Village Board authorize the release of funds in the amount of Two Hundred Five Thousand, Seven Hundred Fifty-Four Dollars and Seventy-Six Cents (\$205,754.76) at this time to the contractor, Schroeder Asphalt Services, Inc.

Sincerely,

ROBINSON ENGINEERING, LTD.

Mark A. Wesolowski, P.E., CFM
Senior Project Manager
MAW/vp

R:\2015-2019\2016\16-027.IT\Construction\Payouts\16-027_Payout #1.docx

Encl:



PUBLIC WORKS

411 N Prospect Ave
Itasca, Illinois 60143-1795
Tel: 630-773-2455 Fax: 630-773-9856
www.itasca.com

MEMORANDUM

Date: October 21, 2016

To: Village President
Board of Trustees
Village Administrator

From: Ross Hitchcock, Director of Public Works *RH*

RE: Happy Acers Improvements – Payment Estimate #3 & Final

We have received Payment Estimate #3 & Final in the amount of \$24,978.60 from Martam Construction Inc. for work performed on the Happy Acers Improvement project. Attached please find a recommendation to release funds from Robinson Engineering. Everything appears to be in order.

I recommend accepting Payment Estimate #3 & Final from Martam Construction Inc. for the amount of \$24,978.60.



Municipal Expertise. Community Commitment.

Mark A. Wesolowski, P.E
Direct Line: (815) 412-2710
Email: mwesolowski@reltd.com

October 13, 2016

Project 13-250

Mr. Ross Hitchcock, Director of Public Works
Village of Itasca Public Works
411 N. Prospect
Itasca, Illinois 60143

**RE: Happy Acres Improvements
Payment Estimate #3 - Final**

Dear Mr. Hitchcock:

Enclosed herewith please find the Invoice 11971 from Martam Construction, Inc., for the work completed on the above referenced project. We have reviewed the work and find that, in our best judgement, it is in substantial compliance with the plans and specifications.

We, therefore, recommend that Martam Construction, Inc., is entitled to payment of Twenty-Four Thousand Nine Hundred Seventy-Eight Dollars and Sixty Cents (\$24,978.60) as summarized below:

Total Earned to Date	\$	249,786.00
Less previous payments	\$	224,807.40
Total Due – This Pay Request #3 - Final	\$	24,978.60

If you have any questions, please feel free to contact me at your convenience.

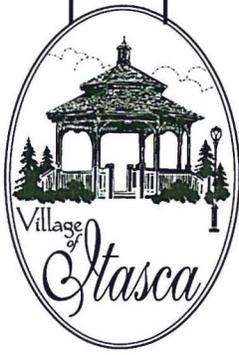
Sincerely,

ROBINSON ENGINEERING, LTD.

Mark A. Wesolowski, P.E., CFM
Senior Project Manager
MAW/vp

R:\2010-2014\2013\13-250 IT\Improvements Design\Construction\Payouts\13-250_Payout#3-Final.docx

Encl: Pay Request #3 – Invoice 11971



PUBLIC WORKS

411 N Prospect Ave
Itasca, Illinois 60143-1795
Tel: 630-773-2455 Fax: 630-773-9856
www.itasca.com

MEMORANDUM

Date: October 21, 2016

To: Village President
Board of Trustees
Village Administrator

From: Ross Hitchcock, Director of Public Works *R.H.*

RE: South Side Drainage Improvements – Phase I
Payment Estimate #4 & Final

We have received Payment Estimate #4 & Final in the amount of \$39,410.25 from Copenhaver Construction Inc. for work performed on the South Side Drainage Improvement project. Attached please find a recommendation to release funds from Robinson Engineering. Everything appears to be in order.

I recommend accepting Payment Estimate #4 & Final from Copenhaver Construction Inc. for the amount of \$39,410.25.



Municipal Expertise. Community Commitment.

Mark A. Wesolowski, P.E
Direct Line: (815) 412-2710
Email: mwesolowski@reltd.com

October 13, 2016

Project 14-604

Mr. Ross Hitchcock, Director of Public Works
Village of Itasca Public Works
411 N. Prospect
Itasca, Illinois 60143

**RE: South Side Drainage Improvements – Phase 1
Payment Estimate #4 - Final**

Dear Mr. Hitchcock:

We have reviewed Estimate of Payment #4 from Copenhagen Construction, Inc. for work completed on the above referenced project. It is our opinion that the work has been completed in substantial conformance with the plans and specifications, as summarized below:

Total Earned to Date	\$723,395.90
Less Payment #1.....	\$221,272.20
Less Payment #2.....	\$257,688.00
Less Payment #3.....	<u>\$205,025.45</u>
Total Due Estimate No. 4 - Final.....	\$39,410.25
Original Contract Amount	\$862,555.00
Additional Work / Changes to Date	(\$139,159.10)
Remaining Contract Balance (including retainage).....	\$0.00

Therefore, we recommend that the Village Board authorize the release of funds in the amount of Thirty-Nine Thousand, Four Hundred Ten Dollars and Twenty-Five Cents (\$39,410.25) at this time to the contractor, Copenhagen Construction, Inc.

Sincerely,

ROBINSON ENGINEERING, LTD.

Mark A. Wesolowski, P.E., CFM
Senior Project Manager
MAW/vp

R:\2010-2014\2014\14-604.IT\Construction\14-604_Payout #4 - Final.docx

Encl: