



MINUTES

President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005

January 17, 2023

7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. APPROVAL OF MINUTES

A. Committee of the Whole 12/12/2022 Approved

Trustee John Scaletta moved to approve. Trustee Mary Beth Canty
Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

B. Village Board 01/03/2023 Approved

Trustee Robin LaBedz moved to approve. Trustee Nicolle Grasse Seconded
the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

V. APPROVAL OF ACCOUNTS PAYABLE

A. Warrant Register 01/15/2023 Approved

Trustee James Bertucci moved to approve in the amount of \$670,178.76.
Trustee John Scaletta Seconded the Motion.
The Motion: Passed
Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

VI. RECOGNITIONS AND PRESENTATIONS

- A. Excellence in Masonry Architectural Award
(Police Station)

President Hayes acknowledged January 9th which was National Law Enforcement Day. He thanked the Police Department for keeping the Village safe on a daily basis.

Chief Pecora said 7 years ago the Village Board approved the funding for the new police station. Trustee Tinaglia provided his professional experience and supported the stone incorporated with the brick. Chief Pecora accepted the award for excellence in Architecture in Masonry Award from the Masonry Advisory Council at a ceremony a few weeks ago. Kathryn Kurzawa from the Council presented the award to the Board. President Hayes said the Village was proud of the facility but prouder of the people who work there.

Trustee Scaletta said it was great having Trustees Glasgow and Tinaglia offering their insights in functionality and design to the project.

Trustee Tinaglia said the team was excellent. Mr. Blye said he appreciated Mr. Papierniak's idea of recycling the ash wood from trees in the Village.

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

Melissa Cayer asked if the Village turns off the public Wifi when the buildings are closed. Mr. Recklaus said even when the building is closed, there are still people working inside. President Hayes said it is working when he is here on the weekends as he uses it then. Ms. Cayer said it should be turned off to save energy.

IX. OLD BUSINESS

X. CONSENT AGENDA

CONSENT APPROVAL OF BIDS

- A. Hydropillar & Fire Station #3 Fencing and Budget Amendment Ordinance Approved

Trustee Robin LaBedz moved to approve 2023-02. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

- B. Vendor Expenses Over \$25,000 In Aggregate for Approved Calendar Year 2023

Trustee Robin LaBedz moved to approve. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

- C. Resolution to Approve Agreement for Municipal Parking Garage Design & Construction Inspection Professional Engineering Services Approved

Trustee Robin LaBedz moved to approve R2023-03/A2023-04. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

- D. Asphalt Spray Patching - Contract Extension 2023 Approved

Trustee Robin LaBedz moved to approve. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

CONSENT LEGAL

- A. Ordinance - 2-Way Stop Signs - W Lynnwood Avenue and N Patton Avenue at N Kennicott Avenue Approved

Trustee Robin LaBedz moved to approve 2023-03. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

B.	Wilke Road Resurfacing, Phase 2; Intergovernmental Agreement	Approved
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Trustee Robin LaBedz moved to approve A2023-05. Trustee Mary Beth Canty Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

CONSENT REPORT OF THE VILLAGE MANAGER

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

A.	Clearbrook Adult Daycare - 1815-1835 W Central Rd - PC#22-013 Land Use Variation for Adult Day Care Facility, Variation	Approved
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Don Frick, Vice President of operations at Clearbrook, said they would like to create a space for some of their adult clients to work on career development, resumes and develop their skills toward independence. The space would serve 10-15 high functioning individuals. There would be 3 staff with hours from 8:30-3:30. The front door will be relocated, a loading zone added, fire prevention infrastructure updated, and landscaping improvements will be made. There will be an updated façade and signage.

Mr. Hubbard said the proposal requires a Land Use Variation to allow an adult day care facility and a variation from Chapter 28 to waive the requirement for a traffic and parking study. Staff and the Plan Commission are supportive of the request. The adults being served will not be driving themselves, but will be dropped off by other transportation. There is not a high traffic demand expected. The existing parking should be more than adequate for their needs. Clearbrook has agreed to plant shade trees in the parking lot islands and to comply with all building code requirements. Engineering has requested some additional pavement striping and signage so the site does not negatively impact the traffic flow to the rest of the center.

Trustee Scaletta said this is a great opportunity for Clearbrook and their clients. He asked if the landscape agreement was agreed upon. Mr. Hubbard said the plan has general agreement, but the specifics were not ready for this meeting. Some of the islands are not large enough to support a tree. Trustee Scaletta said a landscape plan should have been part of the presentation to the Board. Mr. Recklaus said the issues still open are relatively minor and staff thought an agreement on landscaping would not be challenging. Trustee Scaletta said Clearbrook is a great member in the community and partner and he recognized it's a minimal amount of landscaping, but he believed there should be something to show the Board at this point as it's not that complicated. Mr. Recklaus said Planning is short staffed, and there are a couple of large projects working their way through. He said staff is doing the best it can, but he appreciated the concern. Staff didn't want to hold up project. Trustee Scaletta indicated he wanted the signage to be clear on the loading zone so it is not perceived as a parking space.

Trustee Grasse said she was in full support. She asked if the adult care facility is moving, or adding space. Mr. Frick said their main space is in Palatine, and they want to elevate the program. They are creating more opportunities and dedicating more resources to attract more people.

Trustee Tinaglia said staff is trying to get Clearbrook situated as quickly as possible and he had confidence the hurdles will be addressed. Mr. Frick thanked Mr. Hubbard for his efforts in shepherding them through the process.

Trustee LaBedz wondered if the site is open late enough if it closes 3:30. Mr. Frick explained the program itself operates during those hours, but there will still be administrative staff there after that. The career development piece will occur during the stated hours, and typically 3:30 is the time clients are picked up and returned to their residential homes.

A resident named Trudi requested that big rocks not be placed in the landscaping islands in the parking lot as they damage cars.

Trustee John Scaletta moved to concur with the Plan Commission's recommendation. Trustee Jim Tinaglia Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck

XIII. LEGAL

XIV. REPORT OF THE VILLAGE MANAGER

A. Resolution - Agreement for National Community Approved

Survey

Mr. Recklaus said one of the Board's strategic priorities is to improve communications with businesses and residents. Staff is looking to engage with POLCO to conduct a National Community survey. This firm is used in 18 partner communities and is endorsed by the International City/County Management Association. The survey data would include local and national responses. There are 500 communities using the survey so it will give us the opportunity to compare data to peer communities. There are standard questions and the opportunity for customizable questions. The surveys are mailed to a sample set of residents, but it will also look at the demographics and weight the results so that the population is represented appropriately. The survey will be opened up to all who wish to participate.

The results will be available in May in time for the Board's strategic priority discussions when the new Board is seated. The contract allows the Village to do online surveys during the contract time on specific topics. The all-in cost for two years is \$29,750. The Village's last survey was \$15,000 and we currently spend an additional 5-7 thousand dollars on Survey Monkey each year. We will be able to discontinue that.

Avis Meade explained it costs \$23,550 the first year to issue the survey and the online platform with customized questions. The second-year pricing is for the engagement platform only.

Trustee Canty asked what will be lost by dropping Survey Monkey. Mr. Recklaus said staff uses Survey Monkey for one off surveys like the customer service survey in the Building Department. Planning, the Village Manager's Office and Engineering have used it as well. Survey Monkey increased their charges over the years and the Village could forgo it and use this product instead. We can do up to 10 individual surveys with this product.

Trustee Grasse asked if there were languages besides Spanish available. If the respondents don't speak the language, can reach out and receive the survey in the language they speak? Ms. Meade said other languages are accessible upon request.

Trustee Scaletta asked more about language accessibility. Ms. Meade said other components might be added on for language accessibility. Trustee Scaletta explained the Village's Management Analyst is implementing the ERP. In addition, the survey is not just about creating questions, it will provide metrics so we can compare ourselves to our neighbors in the region, State and Country. There will be a lot of good information.

Trustee Scaletta asked how many postcards will be sent. Mr. Recklaus said the number will be based on population, with a weighted representation. A sample size would be 1500 homes. If we wanted to add more, the fee would increase. We are expecting 500 responses. No one will be left out who wants to participate. We're getting one big survey and as many little

ones after that within the two years. There will be 4-5 localized questions which keeps the survey to a reasonable length. A few themes will be developed and the Board will have input.

Trustee LaBedz asked if the survey will go to multifamily and single-family homes. Ms. Mead said yes. Trustee LaBedz said she appreciated keeping the survey specific and short. She said she was glad it's going to all types of households.

Trustee Tinaglia liked that we will have other communities' data to compare. In past years we didn't always get the answers we wanted because of the way the questions were written. He asked if the fees are commensurate with other companies. Mr. Recklaus said this is the only firm focused on cities, and the only company which conducts a national community survey. They have cornered the market. The last survey the Village did in 2017. With add-ons, and accounting for inflation, this price is not that far off of what the Village paid previously.

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

XVII. ADJOURNMENT

Trustee John Scaletta moved to adjourn at 8:36 p.m. Trustee Jim Tinaglia Seconded the Motion.

The Motion: Passed

Ayes: Bertucci, Canty, Grasse, Hayes, LaBedz, Scaletta, Tinaglia

Absent: Baldino, Schwingbeck