

PRESIDENT  
Dr. James L. Discipio

VILLAGE MANAGER  
Julia A. Cedillo

VILLAGE CLERK  
Amanda G. Seidel



TRUSTEES  
Scott F. Mesick  
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Michael L. Sheehan  
James P. Kucera  
Robert T. Lautner  
Jamie M. Zaura

## VILLAGE BOARD WORK SESSION MEETING

**WILL BE HELD IN THE VILLAGE HALL COMMUNITY ROOM, LOWER LEVEL**

Tuesday, November 8, 2016 – 7:30 p.m.

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### AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Participation (agenda and non-agenda related)**
5. **Building & Zoning Committee Items**
  - A. Discussion – Zoning Application No. 2016-06, 320 N. Waiola, Variations - *Motion: To approve an ordinance granting certain variations for 320 N. Waiola, La Grange Park, IL (Public Hearing No. 2016-06)*
  - B. Discussion – Cook County Health Inspections – *Motion: To approve the resolution to allow the Village Manager to execute a Certain Agreement with the Cook County Department of Public Health for health inspection services, effective December 1, 2016, and continuing through November 30, 2017*
  - C. Discussion & Action – Don Morris Architects August Invoice Payment – *Motion: To approve the payment of the August invoice for Don Morris Architects in the amount of \$42,890.00*
6. **Finance Committee Items**
  - A. Discussion – Annual Post-Issuance Compliance Report – *Motion: To receive the annual Post-Issuance Compliance Report*
  - B. Discussion – Police Pension Municipal Compliance Report – *Motion: To accept the 2016 Police Pension Municipal Compliance Report*
  - C. Discussion – 2016 Property Tax Levy: *Motion:*
    - (1) *To approve an Ordinance providing for the Annual Tax Levy for the Village of La Grange Park, Cook County, Illinois, for the fiscal year beginning May 1, 2016 and ending April 30, 2017*

**VILLAGE WORK SESSION MEETING**  
**November 8, 2016 – 7:30 p.m.**

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**AGENDA (continued – Page 2)**

- (2) *To approve an Ordinance providing for Specific Reductions of the 2016 Property Tax Levy Pursuant to the Property Tax Extension Limitation Law*
- (3) *To approve an Ordinance abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$3,495,000.00 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014, of the Village of La Grange Park, Cook County, Illinois*

**7. Other Reports**

A. Village Manager

B. Village President

(1) Discussion & Action – Appointment to Youth Commission – *Motion: To appoint Wyatt Forsyth to the Village of La Grange Park Youth Commission for a term to expire on September 1, 2018*

(2) Discussion – Notice of Annual Schedule of Regular Meetings

C. Village Clerk

D. Commercial Revitalization Committee

(1) Discussion & Action: TIF District Implementation – Indiana Harbor Belt Property Annexation – *Motion: To adopt an ordinance annexing certain territory to the Village of La Grange Park, Cook County, Illinois (Indiana Harbor Belt Railroad Company Right of Way)*

(2) Discussion – Business Development District Implementation – Timeline

**8. New Business**

**9. Executive Session** – *Motion to move into Executive Session for the purpose of discussing Collective Bargaining in accordance with 5 ILCS 120/2 (c)(2)*

**10. Adjourn**

*Items of Interest*

*Village Board Meeting: November 22, 2016*

*Work Session Meeting: December 13, 2016*



## **Rules for Public Comment**

### **Village Board Work Session Meetings Village Board Meetings**

1. Please step up to the microphone before speaking, and announce your name and address before beginning your comments.
2. After announcing your name and address for the record, you will be allowed to speak for three (3) minutes.
3. You may not use profane or obscene language and you may not threaten any person with bodily harm, or engage in conduct which amounts to a threat of physical harm.
4. (a) Agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to agenda items.  
  
(b) Non-agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to Village business, Village services or Village governance.
5. The Village of La Grange Park complies with the Americans with Disabilities Act of 1990. If you require accommodations in order to observe or participate in the meeting, please contact Ms. Deanne Curelo at (708) 354-0225 between 9:00 and 5:00 before the meeting so that the Village can make reasonable accommodations for you.

# **Building & Zoning Committee Divider**

**Jamie Zaura, Chairwoman**

**Scott Mesick**

**James Kucera**

# Village Board Agenda Memo

Date: November 8, 2016

To: President & Board of Trustees

From: Emily Rodman, Assistant Village Manager 

Julia Cedillo, Village Manager 

RE: Zoning Application No. 2016-06, 320 N. Waiola, Variations

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## GENERAL BACKGROUND

On September 20, 2016 the Zoning Board of Appeals (ZBA) conducted a public hearing to consider Zoning Application No. 2016-06 filed by John Garofalo for 320 N. Waiola for the following variations:

- From Section 12.4.E.2.d of the Zoning Code to reduce the required rear yard setback for an accessory structure from five feet to 1.93'; and,
- From Section 12.4.E.2.d of the Zoning Code to reduce the required interior side yard setback from three feet to zero feet,

The variations, if granted, would permit the reconstruction and expansion of a one car garage to a one and one half car garage.

The ZBA accepted testimony and evidence into the record. Upon conclusion of the testimony and discussion, the ZBA determined that the application met the standards for variations and recommended that the Village Board approve the zoning application and grant the above noted variations, subject to the following three conditions:

- (1) That the proposed garage be constructed in a manner that eliminates the overlap of eaves between the subject property and the adjacent property to the north.
- (2) That the Village may require, based upon its review of an application for a building permit for the subject property, that the garage be constructed with a fire rated wall or other fire rated materials as determined appropriate by the Director of Fire & Building.
- (3) That the proposed garage maintain a minimum 2.5 foot separation from the outside edge of walls of the existing garage to the North.

## MOTION/ACTION REQUESTED

This item is discussion only. If there is consensus by the Village Board, it will be placed on the November 22<sup>nd</sup> consent agenda for approval.

***Motion to Approve an Ordinance Granting Certain Variations for 320 N. Waiola La Grange Park, Illinois (Public Hearing No. 2016-06).***

**RECOMMENDATION**

The ZBA, on a vote of 4 "AYES" and 0 "NAYS" has recommended that the zoning application be approved.

**DOCUMENTATION**

- Ordinance Granting Variations for 320 N. Waiola
- Transcript of the public hearing for Zoning Application No. 2016-06
- Zoning application (previously distributed)

**ORDINANCE NO. \_\_\_\_**

**ORDINANCE GRANTING CERTAIN  
VARIATIONS FOR 320 N. WAIOLA  
LA GRANGE PARK, ILLINOIS  
(PUBLIC HEARING NO. 2016-06)**

WHEREAS, on or about August 4, 2016, John Garofalo, filed an application for multiple variations to permit the construction of a one and one half car garage on property commonly referred to as 320 N. Waiola; and

WHEREAS, on August 31, 2016, the Village of La Grange Park published a legal notice of public hearing before the Zoning Board of Appeals of La Grange Park to consider the variations at a public hearing on September 20, 2016, at 7:00 p.m.; and

WHEREAS, upon conclusion of the public hearing the Zoning Board of Appeals recommended to the Village Board of Trustees that it grant the variations requested in the Application, subject to certain conditions as outlined in Section 1 herein, based upon certain Findings of Fact, true and correct copies of which are attached to this Ordinance; and

WHEREAS, the Board of Trustees of the Village of La Grange Park has reviewed the Application, public notice and Findings of Fact, and have publicly discussed this application at a Village Board Work Session on November 8, 2016, and

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

**SECTION 1:** That the variations requested in the Application, to wit:

- From Section 12.4.E.2.d of the Zoning Code to reduce the required rear yard setback for an accessory structure from five feet to 1.93'; and,
- From Section 12.4.E.2.d of the Zoning Code to reduce the required interior side yard to zero feet, provided:
  - a) That the proposed garage be constructed in a manner that eliminates the overlap of eaves between the subject property and the adjacent property to the north; and,
  - b) That the Village may require, based upon its review of an application for a building permit for the subject property, that the garage be constructed with a fire rated wall or other fire rated materials as determined appropriate by the Director of Fire & Building; and,
  - c) That the proposed garage maintain a minimum 2.5 foot separation from the outside edge of walls of the existing garage to the North.

consistent with the variation application, are hereby granted to the property

commonly known as 320 N. Waiola and as legally described in Section 2 of this Ordinance.

**SECTION 2:** The property that is the subject of the variations granted in Section 1 of this Ordinance is commonly known as 320 N. Waiola and is legally described as follows:

LOT 25 IN CORK AND JOHNSON'S SUBDIVISION OF EIGHTEEN ACRES LYING NORTH AND ADJOINING THE SOUTH EIGHT ACRES OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF LA GRANGE PARK IN COOK COUNTY, ILLINOIS

**SECTION 3:** That all necessary permits may be issued by the Village of La Grange Park, subject to further compliance with this Ordinance and all other applicable Village Ordinances and Codes.

**SECTION 4:** That this Ordinance shall become effective and shall be in full force and effect from and after its passage in the manner provided by law.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois, this 22<sup>nd</sup> day of November, 2016.

\_\_\_\_\_  
James L. Discipio, Village President  
Village of La Grange Park

ATTEST: \_\_\_\_\_  
Amanda Seidel, Village Clerk  
Village of La Grange Park

Vote taken by the Board of Trustees on passage of the above ordinance:

AYES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CERTIFIED TO BE CORRECT:

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Village Clerk

APPROVED AS TO FORM-  
VILLAGE ATTORNEY

**FINDINGS OF FACT  
VILLAGE OF LA GRANGE PARK ZONING BOARD OF APPEALS  
VARIATION  
320 N. WAIOLA  
CASE #2016-06**

**WHEREAS**, John Garofalo “Applicant” on or about August 4, 2016, filed an application for a Variation in order in order to facilitate the reconstruction and expansion of the existing one-car garage into a 1.5 car garage on property located at 320 N. Waiola, referred to as “Subject Property”; and

**WHEREAS**, a public hearing was held before the Zoning Board of Appeals of the Village of La Grange Park, Illinois, on September 20, 2016, pursuant to notice and publication as required by law; and

**WHEREAS**, the public hearing was opened at approximately 7:00 p.m. on September 20, 2016, and pursuant to a unanimous vote of the members of the Zoning Board of Appeals; on September 20, 2016 the public hearing was concluded; and

**WHEREAS**, with respect to the Application for a Variation, based upon documentary evidence and testimony presented by the Applicant and members of the public, the Zoning Board of Appeals makes the following Summary of Facts, and pursuant to Section 4.4E of the La Grange Park Zoning Code, makes the following Findings of Fact:

**SUMMARY OF FACTS**

The Subject Property is zoned R-1 Single Family and is legal non-conforming with regard to lot depth. The Subject Property is improved with a two-story single-family home and detached one-car garage. The Subject Property shares a driveway with the adjacent property to the north. The existing detached garage is legal non-conforming with regard to the required interior side yard setback and rear yard setback for detached garages. The Applicant is requesting a variation from Section 12.4.E.2.d of the Zoning Code in order to reconstruct and expand the existing one-car garage into a 1.5 car garage. The existing garage is in disrepair and needs to be replaced. The garage currently has no interior side yard setback as measured from the eaves (3’ is required) as the eaves abut the north property line and overlap with the eaves of the garage on the adjacent property. The garage currently has a rear yard setback of approximately 1.93’ (5’ is required). The driveway serving the garage is attached to the driveway serving the adjacent property to the north (322 N. Waiola). The majority of the useable driveway is located on the adjacent property and there is an easement in place which allows the Applicant to use the full width of the driveway. The detached garage on the adjacent property sits flush with the Applicants garage. Adjacent to the existing garage to the south are two large trees that the Applicant would like to preserve.

**FINDINGS OF FACT**

- 1. The strict application of the terms of this Zoning Code will result in undue hardship unless the specific relief requested is granted.**

The majority of the driveway serving the Subject Property is located on the adjacent property to

the north (322 N. Waiola). Currently, the detached garages serving the two properties sit flush, allowing for a clear line of sight when backing out of the garages and also facilitating the use of the driveway on the Subject Property immediately in front of the garage (to the east) to park a vehicle. If the Applicant is required to relocate the garage in order to meet the required setbacks, the Applicant's garage will be located approximately three feet in front of the neighbor's garage. This would eliminate the ability to park a vehicle on the Applicant's driveway and also create line of sight issues when backing out of the respective garages. Moving the garage to the south would make maneuvering in and out of the garage difficult due to the sharp angle of the driveway. Forcing the relocation of the garage on the Subject Property would also have detrimental aesthetic impacts as the garages would no longer be aligned. Strict application of the code would prevent the Applicant from using his driveway in a reasonable manner and would create safety issues for both properties.

**2. The plight of the owner is due to unique circumstances inherent to the Subject Property and not from the personal situation of the owner.**

The Subject Property is legal non-conforming with regard to lot depth. The lot is 117' deep, 8' shorter than required by the Zoning Code. This fact, in conjunction with the shared driveway, limits the ability of the Applicant to park vehicles on the subject property. Requiring the Applicant to further reduce his driveway length in order to meet the required setbacks would significantly reduce the usability of the driveway. The Subject Property also has two large trees that the Applicant would like to preserve, making it difficult to relocate the garage further south on the property. These circumstances are unique to the Subject Property and were not created by the Applicant.

**3. The variation, if granted, will not alter the essential character of the locality.**

The proposed variation would not alter the character of the neighborhood as it preserves existing setbacks. The proposed 1 ½ garage is not inconsistent with other homes in the neighborhood which have detached one and two car garages.

**Regarding the request for a Variation, the Zoning Board of Appeals voted as follows:**

**AYES:** Bartholomai, Lampert, Lee, Studwell

**NAYS:** None

**ABSENT:** Boyd, Domagalski, Griffin

**VILLAGE OF LAGRANGE PARK  
ZONING BOARD OF APPEALS**

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

BEFORE THE VILLAGE OF LA GRANGE PARK  
ZONING BOARD OF APPEALS

IN RE THE MATTER OF: )  
 ) Petition  
Application for Variation for ) #2016-06  
320 North Waiola Avenue )

September 20, 2016  
7:00 o'clock P.M.

Proceedings had and testimony taken before  
the VILLAGE OF LA GRANGE PARK ZONING BOARD OF  
APPEALS, before Tabitha Watson, Certified Shorthand  
Reporter, Registered Professional Reporter, License  
#084-004824, taken at La Grange Village Hall, 447  
North Catherine, La Grange Park, Illinois.



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1 BOARD MEMBERS PRESENT:

2 MR. WILLIAM LAMPERT, Chairman

3 MR. JIM LEE, Member

4 MR. WILLIAM LAMPERT, Member

5 MR. CHRISTOPHER STUDWELL, Member

6 MR. ROBERT BARTHOLOMAI, Member

7  
8 ALSO PRESENT:

9  
10 MS. EMILY RODMAN, Assistant Village  
11 Manager

12 MS. AMANDA G. SEIDEL, Village Clerk

13 MS. CATHLEEN M. KEATING, Village Attorney

14 CHIEF DEAN J. MAGGOS, Director of Fire  
15 Building and Emergency Management

16  
17 PRESENT FOR THE PETITION:

18  
19 MR. JOHN GAROFALO  
20  
21  
22  
23  
24

1 CHAIRMAN LAMPERT: We'll move on to the next  
2 item, which is a public hearing for an application  
3 for a variation. I'll read in our notice for the  
4 record.

5 "Notice is hereby given that on  
6 September 20, 2016 a public hearing  
7 will be held before the Zoning Board  
8 of Appeals for La Grange Park,  
9 Illinois at the village hall at  
10 447 North Catherine Avenue at  
11 7:00 p.m. or soon thereafter for the  
12 purpose of considering an application  
13 for a zoning variation on property  
14 zoned as R-1, Residential District,  
15 located at 320 North Waiola Avenue,  
16 La Grange Park, Illinois, and legally  
17 described as -- "

18 And we'll let that stand in the record.

19 "The petitioner is requesting the  
20 variation to reduce the required  
21 interior side yard and rear yard  
22 setbacks for an attached garage in  
23 order to construct a new garage in  
24 the same location as the existing

1 garage. The application for zoning  
2 variation and description of the  
3 proposed use are available for  
4 examination during normal office  
5 hours at La Grange Park Village Hall,  
6 447 North Catherine Avenue, La Grange  
7 Park, Illinois. All persons  
8 interested in providing testimony at  
9 the hearing are welcome to do so."

10 With that, we'll have anybody that is  
11 interested in providing testimony, including the  
12 applicant, we'd like you to be sworn in before you  
13 begin your presentation.

14 (Whereupon the witness was duly  
15 sworn.)

16 CHAIRMAN LAMPERT: Thank you very much.

17 Good evening.

18 JOHN GAROFALO,  
19 having been first duly sworn testified as follows:

20 MR. GAROFALO: The reason I requested the  
21 variation is I have a shared driveway with my  
22 neighbor, who is here.

23 MR. LEE: State your name and address.

24 CHAIRMAN LAMPERT: Excuse me. I'm sorry.

1 Can you please state your name and address?

2 THE WITNESS: John Garofalo. I live at  
3 320 North Waiola.

4 CHAIRMAN LAMPERT: Thank you.

5 MR GAROFALO: So because of the unique situation  
6 of the shared driveway, it would be difficult to have  
7 to move the garage forward the approximately five  
8 feet we would have to.

9 Currently, our garages are flush; the  
10 fronts are flush. So if one is up close or if one is  
11 up further than the other, it might make it a little  
12 difficult for us to use that shared driveway. The  
13 driveway itself is pretty short. I have a ten-foot  
14 by ten-foot section in front of my garage that is  
15 mine and the rest is a shared driveway. So having to  
16 move it approximately five feet forward would make it  
17 very difficult to park a car without blocking that  
18 shared driveway with that space.

19 So that's the main reason for requesting  
20 this variation.

21 CHAIRMAN LAMPERT: Thank you very much. If  
22 anything, we'll start with -- Does your neighbor need  
23 to speak at all or make a comment? Is there  
24 anything -- I know he's not part of the --

1 MR GAROFALO: Yeah. She doesn't wish to come  
2 forward and speak about that, but she has told me  
3 that she is in agreement. She definitely would  
4 prefer that the garage be placed in the current  
5 location and not moved forward.

6 CHAIRMAN LAMPERT: Okay.

7 MR. LEE: I assume this is the neighbor to the  
8 north?

9 MR GAROFALO: Correct.

10 CHAIRMAN LAMPERT: All right. Great. Thank you  
11 very much. Please take a seat.

12 With that, I guess we'll take a look here  
13 and start the discussion here if no one else is going  
14 to be providing testimony.

15 We'll start with you over on the end there,  
16 Mr. Lee.

17 MR. LEE: Only one question, probably more for  
18 staff. What are the options for restoring a garage  
19 when it's currently legal non-conforming? Obviously  
20 this is butted up against two different property  
21 lines, garage is in disrepair; what are the options  
22 that the owner has?

23 MS. RODMAN: Well, I think it depends on the  
24 condition of the garage in terms of what -- to what

1 extent the garage is structurally sound or unsound  
2 and what would be required to improve it. That --  
3 The specific circumstances of the garage and the  
4 ability to restore it, I can't speak to, but I think  
5 the applicant might be able to speak to.

6 MR GAROFALO: So, currently, they did -- the  
7 previous owners -- I just moved there two months ago.  
8 So the previous owners had put a new roof and put  
9 some new boards on there. The walls and boards are  
10 rotting. The back of the garage is pushed out. I  
11 guess a car must have hit it and pushed it out.  
12 There is about six inches of asphalt that was poured  
13 on top of the concrete floor, and there was no  
14 electricity in the garage.

15 So there's a lot of things I think would  
16 make it difficult to try to repair versus just  
17 tearing it down and starting from scratch.

18 MS. RODMAN: I guess I'll add then based on his  
19 description of the garage, it sounds like the  
20 majority of the structure would have to come down in  
21 order to repair it; and based on the legal  
22 non-conforming standards in the village code, if  
23 you're going to rebuild more than 50 percent of the  
24 structure, you have to bring it into compliance with

1 the village code. So it sounds like --

2 MR. LEE: That answers my question.

3 MS. RODMAN: -- that would be the case here and  
4 it would have to come in compliance in terms of the  
5 locations.

6 MR. LEE: I don't have any other questions,  
7 Mr. Chairman.

8 CHAIRMAN LAMPERT: Thank you, Mr. Lee.

9 Mr. Studwell?

10 MR. STUDWELL: What is the minimum requirement  
11 for getting somebody into a space like between the  
12 garages? Right now, I think that the walls are just  
13 over two feet apart. Can you get somebody in there  
14 with rescue equipment?

15 MR. MAGGOS: It would be difficult, but two feet  
16 we can wedge ourself in there. I don't know if we'd  
17 want to.

18 MR. STUDWELL: How about if it was two and a  
19 half feet I guess is my next question. I mean, what  
20 would be the minimum?

21 MR. MAGGOS: Sure. Outside of the zoning code,  
22 which I think requires a three-foot setback from the  
23 eave, if I remember correctly, which was not designed  
24 necessarily for rescue but probably fire spread and

1 just people being able to walk back and forth to  
2 utilize the property or get behind the garage. I'm  
3 only estimating two and a half feet is fine. I'm  
4 not --

5 MR. STUDWELL: I would think so if you had  
6 equipment.

7 MR. MAGGOS: If we had to go around the side of  
8 the garage -- I'm trying to think what circumstances  
9 would warrant that. Maybe a power line down, maybe  
10 somebody crashes through their garage, we could go  
11 around the other way also.

12 MR. STUDWELL: Somebody falls down and is  
13 trapped back there or something like that. That's  
14 what I'm worried about is access to that area quickly  
15 by somebody from a rescue perspective.

16 MR. MAGGOS: Two feet is tight, but I think it  
17 would work. You know, 18 inches is I think what they  
18 use for a standard for seating in, like, bleachers.  
19 So I think a little bigger like two feet, someone  
20 could squeeze through there. It's not ideal.

21 If they're trapped that bad, we'll probably  
22 disassemble the garage to get them straightened out.  
23 I don't know if we'd just pull them out. I don't  
24 know if that's what you're asking.

1 MR. STUDWELL: Also, with this being torn down,  
2 he has to put in foundation down to 42 inches; is  
3 that correct?

4 MR. MAGGOS: Not for a slab. I think it's  
5 20 inches on the perimeter; 20 inches or 22,  
6 something like that.

7 MR. STUDWELL: The perimeter being so --

8 MR. MAGGOS: Right around where the bearing  
9 walls are. I don't think he has to go to a full  
10 foundation.

11 MR. STUDWELL: He doesn't have to go down to a  
12 full foundation. All right.

13 MR. MAGGOS: It would be like a footing.

14 MR. STUDWELL: I think that's about it for right  
15 now. Thank you.

16 CHAIRMAN LAMPERT: Mr. Bartholomai, any comments  
17 or questions?

18 MR. BARTHOLOMAI: Yeah. I did have a question  
19 for the applicant. I think a picture would have done  
20 a lot for me. I looked at the plan and I was trying  
21 to read the verbiage, understanding.

22 So two separate structures really close  
23 together. Are the eaves actually touching? It was a  
24 staff recommendation item in that regard that I

1 didn't quite understand.

2 MR GAROFALO: The eaves are not touching. It's  
3 an interesting system. Her roof, the water would  
4 drain on to my roof, into my gutter, and go down past  
5 her property. So I'm not sure how this was designed.  
6 We were talking about that. We're not sure how  
7 someone came up with that. They are pretty close,  
8 but I guess we share a gutter.

9 MR. BARTHOLOMAI: That explains the illuminating  
10 overlap.

11 MR. STUDWELL: They're at elevations. The roofs  
12 are at different elevations and one is overlapping.

13 MR. BARTHOLOMAI: Thank you. That was my only  
14 question.

15 CHAIRMAN LAMPERT: Thank you. Actually, I had a  
16 question for staff. Chief, regarding the other staff  
17 recommendation on the paint or the safety -- Let's  
18 see here -- the file wall. That's right. Sorry.  
19 Can you explain that and just understand what that's  
20 going to entail? Is it just a material upgrade from  
21 a standard drywall?

22 MR. MAGGOS: Yeah. Most garages don't require  
23 drywall in the interior. In this case, we'd probably  
24 require drywall and some type of drywall or something

1 on the exterior even if you put siding on. And  
2 Possibly so many feet, maybe the standard of what the  
3 variation is if he didn't drywall the ceiling, maybe  
4 that would be fire resistant wood, something like  
5 that. That's what I think we've done in the past.  
6 I'd have to go back.

7           There's no particular standard because it  
8 is a variation, but there are some standards as far  
9 as what provides a one-hour rating and we would like  
10 at some design standard. It's not ideal in a garage,  
11 but it would provide some type of barrier to slow  
12 fire spread possibly. I don't even know if he would  
13 be able to get an eave on at that side. It would be  
14 very minimal, but would look at that wood also there.

15           MS. RODMAN: Perhaps the applicant would like to  
16 speak to that because we did briefly talk about that.

17           I believe you talked to your architect or  
18 your contractor about the eave?

19           MR GAROFALO: Yeah. I have not picked a builder  
20 yet. I was talking to a couple different builders to  
21 see my options. They mentioned there are shorter  
22 eave options. Instead of a foot eave, they could  
23 maybe do a half-foot eave. But we didn't get into  
24 any specifics, and I have not designed any garage or

1 picked anything out yet.

2 CHAIRMAN LAMPERT: And that shorter eave is  
3 going to accommodate that first staff recommendation  
4 in our packet?

5 MR. MAGGOS: Yeah. And our concern was just the  
6 neighboring garage. Let's say they had the fire and  
7 it wasn't this gentleman's fire, that eave overhang  
8 would propagate the fire a lot quicker. It's still  
9 going to be close, it's still going to be tight; but  
10 the eave overhanging would be more of a concern  
11 because the flames would hit that.

12 MR. STUDWELL: The other alternative is they  
13 could pitch the roof, you know, 90 degrees from where  
14 this is.

15 CHAIRMAN LAMPERT: East west instead of north  
16 south? Got it.

17 Well, thank you very much for your time.

18 Are there any other last comments or  
19 thoughts?

20 Then I think we'll make a motion -- If I  
21 can have a motion to close the public hearing.

22 MR. STUDWELL: So moved.

23 CHAIRMAN LAMPERT: Second?

24 MR. LEE: Second.

1 CHAIRMAN LAMPERT: Can I just have a vote then  
2 to close the public meeting? Mr. Bartholomai --

3 MS. KEATING: Hearing.

4 CHAIRMAN LAMPERT: Sorry. Hearing. Close the  
5 public hearing.

6 MS. RODMAN: Didn't you just close the public  
7 hearing?

8 CHAIRMAN LAMPERT: I moved and seconded.

9 MS. RODMAN: Oh, I'm sorry.

10 CHAIRMAN LAMPERT: Let's have a vote on the  
11 table to close the public hearing.

12 (A voice vote was taken.)

13 CHAIRMAN LAMPERT: Thank you very much,  
14 everybody.

15 (Which were all the proceedings had  
16 and testimony taken at the public  
17 hearing of the above-entitled cause.)  
18  
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24

1 STATE OF ILLINOIS )  
2 ) SS.  
3 COUNTY OF DUPAGE )  
4

5 I, Tabitha Watson, Certified Shorthand  
6 Reporter, Registered Professional Reporter, do hereby  
7 certify that I reported in shorthand the proceedings  
8 had and testimony taken at the hearing of the  
9 above-entitled cause, and that the foregoing  
10 transcript is a true, correct, and complete report of  
11 the entire testimony so taken at the time and place  
12 hereinabove set forth.

13  
14  
15  
16  
17  
18 *Tabitha Watson*



19  
20 TABITHA WATSON

21 CSR License No. 084-004824  
22  
23  
24

# Village Board Agenda Memo

**Date:** October 31, 2016

**To:** President & Board of Trustees

**From:** Dean J. Maggos, Director of Fire, Building and Emergency Management  
Julia Cedillo, Village Manager



**RE:** Cook County Health Inspections

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## GENERAL BACKGROUND:

Our current Intergovernmental Agreement with the Cook County Department of Public Health expires on November 30, 2016. The Department of Public Health has provided health inspection services to the Village of La Grange Park since April of 2001, and the system overall has continued to work very well.

The overall content of the new agreement would remain unchanged, including the fees charged for inspections. The current fee is set at \$100.00 per inspection, and was implemented in 2014, after remaining the same since 2002. As a reminder, the Village invoices the individual facilities for the required inspections, and for any follow-up inspections which are needed that we may be charged for.

## ACTION REQUESTED:

Discussion – Approve Resolution to continue Agreement for Health Inspections with Cook County Department of Public Health.

*Motion: To approve the resolution to allow the Village Manager to execute a Certain Agreement with the Cook County Department of Public Health for health inspection services, effective December 1, 2016, and continuing through November 30, 2017.*

## RECOMMENDATION:

Staff recommends entering into another contract with the Cook County Department of Public Health for health inspection services, effective December 1, 2016, and continuing through November 30, 2017.

## DOCUMENTATION:

- Copy of the proposed Intergovernmental Agreement
- Copy of Resolution approving agreement

**INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF  
ENVIRONMENTAL HEALTH INSPECTIONAL SERVICES**

This **AGREEMENT** entered into as of December 1, 2016 by and between the Village of La Grange Park, Cook County, Illinois a municipal corporation (hereinafter called the **VILLAGE**), and the County of Cook, Illinois a body corporate and politic (hereinafter called the **COUNTY**).

**WITNESSETH:**

**WHEREAS**, The **VILLAGE** wishes to provide environmental health inspectional services relating to food service sanitation and retail food store sanitation; and

**WHEREAS**, the **COUNTY** is willing to provide the **VILLAGE** with certain environmental health services through the work of its Department of Public Health, (hereinafter called the **DEPARTMENT**) upon the terms and conditions as hereinafter set forth; and

**WHEREAS**, the **COUNTY** is a home rule unit as provided in the 1970 Illinois Constitution (Art. VII, Sec. 6); and

**WHEREAS**, the **VILLAGE** is a municipality deriving its authority as provided in the Illinois Compiled Statutes (65 ILCS 5); and

**WHEREAS**, the 1970 Illinois Constitution (Art. VII, Section 10) and the Illinois Compiled Statutes (5 ILCS 220) provide authority for intergovernmental cooperation; and

**WHEREAS**, the Illinois Compiled Statutes (55 ILCS 5/5-25013 (B) 5), provides that the **DEPARTMENT** may contract for the sale of health services; and

**WHEREAS**, the parties hereto seek to protect the health of the citizens of the **COUNTY** and the **VILLAGE** by undertaking the **AGREEMENTS** contained herein through their joint effort.

**NOW THEREFORE**, in consideration of the premises, and such other considerations as hereinafter set forth, the parties hereto agree as follows:

1. The **DEPARTMENT**, through its Environmental Health Division Staff, shall provide the following environmental services to the **VILLAGE**:
  - a. Make inspections as required by the food sanitation provisions of the Code of Ordinances of the **VILLAGE** (hereinafter called the **VILLAGE CODE**) of all food service establishments and retail food stores licensed or permitted by the **VILLAGE** as scheduled by the **VILLAGE** and the **DEPARTMENT** during the term of this **AGREEMENT** to assure compliance with the **VILLAGE CODE**;

- b. Reinspect all food service establishments and retail food stores to monitor the correction of violations identified at the time of the initial inspection pursuant to (a.) above;
  - c. Provide the **VILLAGE** with reports of inspections undertaken;
  - d. Report immediately to the **VILLAGE** on matters which in the opinion of the inspector are of serious concern;
  - e. Testify as required in any court cases brought by the **VILLAGE** for correction of food sanitation code violations cited pursuant to inspections conducted by the **DEPARTMENT**;
  - f. Review plans for any new or extensively remodeled food service establishment or retail food store in the **VILLAGE** to assure compliance with current Federal, State, **COUNTY**, and **VILLAGE** Food Service Establishment and Retail Food Store Regulations.
2. The **DEPARTMENT** agrees to furnish its employees with means of transportation to, from, and within the **VILLAGE** in order to carry out the duties and inspections as described herein.
  3. The **VILLAGE** agrees:
    - a. To maintain in force during the term and any extension of this intergovernmental **AGREEMENT**, ordinances or regulations at least equivalent to the **COUNTY** Food Service Establishment and Retail Food Store Ordinances;
    - b. To maintain files and records of inspections and licensing or permitting of food service establishments and retail food stores, and to provide the **DEPARTMENT** with one copy of inspection reports prepared by **DEPARTMENT** personnel and upon reasonable notice provide the **COUNTY** with access to said files and records;
    - c. To provide any legal action in the determination of the **VILLAGE** necessary to enforce the **VILLAGE** ordinances or regulations.
  4. To provide the **DEPARTMENT** with the necessary authority to perform the duties and services referred to above.
  5. The **DEPARTMENT** agrees to provide all of the services outlined in Paragraph Number 1 above, at a cost of **\$100.00 per inspection** billed to the **VILLAGE** for the term of the **AGREEMENT**.

6. The **VILLAGE** agrees to hold harmless and to indemnify the **COUNTY**, its Board members, officers, agents and employees from liabilities, costs, judgments, attorneys' fees or other expenses resulting from any negligence or act or failure to act under this **AGREEMENT** by the **VILLAGE**, its officers, agents or employees. The **COUNTY** agrees to hold harmless and to indemnify the **VILLAGE**, its Board members, officers, agents and employees from liabilities, costs, judgments, attorneys' fees or other expenses resulting from any negligence or act or failure to act under this **AGREEMENT** by the **COUNTY**, its officers, agents or employees. Nothing herein shall be construed to require the **VILLAGE** to indemnify the **COUNTY** for the negligence of the **DEPARTMENT** or its officers, agents, or employees; and further, nothing herein shall be construed to require the **VILLAGE** to indemnify or make any payments in connection with any claim for which the **COUNTY** or the **DEPARTMENT** otherwise would not be liable, nor shall it be construed to waive any defenses that the **COUNTY**, the **DEPARTMENT** or the **VILLAGE** may otherwise have to any such claim. Furthermore, nothing herein shall be construed to require the **COUNTY** to indemnify the **VILLAGE** for the negligence of the **VILLAGE** or its officers, agents or employees; and further, nothing herein shall be construed to require the **COUNTY** to indemnify or make payments in connection with any claim for which the **VILLAGE** otherwise would not be liable.
7. This **AGREEMENT** shall become effective as of December 1, 2016 and shall continue through November 30, 2017 unless otherwise terminated by either party as hereinafter provided. This **AGREEMENT** may be renewed on an annual basis by resolution of the corporate authority of both parties or with the written agreement of the parties through their designated representatives. For purposes of the renewal of the terms and conditions contained in this **AGREEMENT** the **COUNTY** authorizes the Chief of the Bureau of Health Services or the Director of the **DEPARTMENT** to renew on its behalf.
8. The parties hereto shall at any time during the term of this **AGREEMENT** have the right to terminate same upon 30 days written notice to the other party, said notice to be sent certified mail, return receipt to: Director, Cook County Department of Public Health, 15900 S. Cicero Avenue, Building E, Oak Forest, IL 60452; or the Village Manager, Village of La Grange Park, 447 N. Catherine, La Grange Park, Illinois 60526.
9. It is expressly agreed by the parties hereto that all environmental health staff members of the **DEPARTMENT** shall be deemed its employees and shall be under the sole supervision and control of the **DEPARTMENT**.

10. This intergovernmental **AGREEMENT** may be amended only by resolution of the corporate authority of each party hereto.
11. If any provision of this **AGREEMENT** is invalid for any reason, such invalid portion shall not render invalid the remaining provisions of this **AGREEMENT** which can be given effect without the invalid provision to carry out the intent of the parties as stated herein.
12. Neither party hereto may assign this **AGREEMENT** in whole or in part without the written consent of the other party.
13. The waiver by a party or any breach or failure of the other party to perform any covenant or obligation contained herein shall not constitute a waiver of any subsequent breach.
14. This **AGREEMENT** represents the entire **AGREEMENT** between the parties and supersedes any and all prior **AGREEMENTS**, whether written or oral. Any modification of this **AGREEMENT** shall be valid only if in writing and signed by all parties hereto.
15. This **AGREEMENT** shall be governed by and construed in accordance with the laws of the State of Illinois.
16. All notices relating to the **AGREEMENT** shall be either hand delivered to the party or mailed to the party by certified mail, return receipt requested to all respective parties at addresses as both appear in Section 8 of this **AGREEMENT**.
17. None of the provisions of this **AGREEMENT** is intended to create nor shall be designed or construed to create any relationship between the **COUNTY** and the **VILLAGE** other than of independent entities contracting with each other hereunder solely for effecting the provisions of the **AGREEMENT**. Neither of the parties hereto nor any of their respective representatives shall be construed to be the agent, the employer or representative of the other. The **VILLAGE** and the **COUNTY** will maintain separate and independent managements and each has full unrestricted authority and responsibility regarding its own organization and structure.
18. The execution of this **AGREEMENT** by the **COUNTY** shall be subject to the authorization of the Cook County Board of Commissioners adopted in accordance with applicable law.

**IN WITNESS WHEREOF**, the undersigned governmental units have caused this **AGREEMENT** to be duly executed and attached herewith are copies of the respective resolutions authorizing the signing official to execute this **AGREEMENT**.

**VILLAGE OF LA GRANGE PARK**  
a municipal corporation

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

Village President

ATTEST:

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

Dated:

**COUNTY OF COOK**, a body  
corporate and politic

\_\_\_\_\_

Dated

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

Director, Cook County  
Department of Public Health

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION AUTHORIZING EXECUTION OF  
A HEALTH INSPECTION SERVICES AGREEMENT  
WITH THE COUNTY OF COOK**

WHEREAS, the Village of La Grange Park seeks to continue to retain the Cook County Department of Public Health to perform health and sanitation inspections within all businesses involved in the sale of food products; and

WHEREAS, the Cook County Department of Public Health undertakes this role for a number of Cook County communities on a contractual basis; and is qualified and staffed to undertake this role; and

WHEREAS, the Cook County Department of Public Health and is well qualified and staffed to undertake this role for the Village of La Grange Park.

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

1. That the *Intergovernmental Agreement for the Provision of Environmental Health Inspectional Services*, attached hereto is approved.
2. That the President is authorized to execute the agreement, and the Village Clerk is authorized to attest the agreement.
3. The Village Manager is authorized and directed to take such further actions as he deems necessary and appropriate to implement, administer and enforce this Resolution.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 22<sup>nd</sup> day of November, 2016.

YES:

NOS:

ABSENT:

Approved this 22<sup>nd</sup> day of November, 2016.

\_\_\_\_\_  
Dr. James L. Discipio, Village President

ATTEST: \_\_\_\_\_  
Amanda G. Seidel  
Village Clerk

*APPROVED AS TO FORM-*

*VILLAGE ATTORNEY: Agreement Approved by Village Attorney on \_\_\_\_\_*

# **Village Board Agenda Memo**

**Date:** November 2, 2016

**To:** President and Board of Trustees

**From:** Dean J. Maggos, Director of Fire and Building  
Julia Cedillo, Village Manager  

**Re:** Don Morris Architects August Invoice Payment

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## **GENERAL BACKGROUND:**

The Building Department has been utilizing Don Morris Architects for plan review and inspectional services for over 15 years to varying degrees. Over the last several months, they have worked on reviewing the plans for the Congregation of St. Joseph project. This is obviously a substantial project, including complete renovation of the three story "I" building, demolition of the six-story building, and the construction of the new two-story assisted living facility. For the month of August, we received an invoice from Don Morris Architects for \$42,890.00.

For this project, Don Morris Architects conducted a Building Code Plan Review, and an NFPA Code Plan Review. They billed us accordingly, a total of \$41,240.00 for such services. The bill for the building code review was \$30,930.00, which is at the rate of .003 x Cost of Construction (\$10,280,000.00), plus a \$90.00 Clerical Fee. The bill for the NFPA review was \$10,280.00, which is at the rate of .001 x Cost of Construction (\$10,280,000.00), plus a \$30.00 Clerical Fee.

These fees will be offset by the Permit Fees charged by the Village for this project. Although the exact amount has not been finalized as of the time of this memo, it is estimated that permit fees for this project will well exceed \$80,000.00.

## **RECOMMENDATION:**

Based upon the large dollar amount of the invoice, it is being brought to the Village Board for payment approval. Staff recommends the payment of such, which includes \$41,240.00 for work related to the Congregation of St. Joseph project, and an additional \$1,650.00 for plumbing inspections conducted on other projects during the month.

## **ACTION REQUESTED:**

Discussion & Action - Don Morris Architects August Invoice Payment – *Motion: To approve the payment of the August Invoice for Don Morris Architects in the amount of \$42,890.00.*

## **DOCUMENTATION:**

-Don Morris Architects August Invoice

## Don Morris Architects P.C.

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616 Executive Drive, Willowbrook, IL 60527  
Phone (630) 920-8175 Fax (630) 920-8091

DATE: August 31, 2016

TO: Ms. Julia Cedillo, Village Manager  
Village of La Grange Park  
447 N. Catherine Avenue  
La Grange Park, IL 60526

RE: Services for the Month of August, 2016:

Building and Zoning Fee	\$41,120.00
Clerical	\$120.00
Inspections	\$1,650.00
<b>TOTAL AMOUNT DUE</b>	<b>\$42,890.00</b>

\*See attachments for a detailed summary of services.

**PLAN EXAMINATIONS for the Month of August, 2016:**

<u>Date</u>	<u>Property Address</u>	Plan Review	Clerical	<u>Total Fee</u>
8/26/16	1515 W. Ogden Ave. - Building Code Review Addition and Remodeling Congregation of St. Joseph - La Grange Park Center	\$30,840.00	\$90.00	\$30,930.00
8/26/16	1515 W. Ogden Ave. - NFPA Code Review Addition and Remodeling Congregation of St. Joseph - La Grange Park Center	\$10,280.00	\$30.00	\$10,310.00
<b>TOTALS PLAN EXAMINATIONS</b>		<b>\$41,120.00</b>	<b>\$120.00</b>	<b>\$41,240.00</b>

**INSPECTIONS for the Month of August, 2016:**

<u>Date</u>	<u>Permit #</u>	<u>Address</u>	<u>Type of Inspection</u>	<u>Fee</u>
8/1/16	16-326	1006 E. Oak	Rough Plumbing	\$50.00
8/3/16	15-843	745 N. Brainard	Rough Plumbing	\$50.00
8/8/16	15-421	340 N. Malden	Rough Plumbing	\$50.00
8/10/16	16-606	405 Homestead, 2 <sup>nd</sup> Floor	Rough Plumbing	\$50.00
8/10/16	16-607	409 Sherwood, 2 <sup>nd</sup> Floor	Rough Plumbing	\$50.00
8/10/16	16-378	409 Homestead, 3 <sup>rd</sup> Floor	Plumbing Final	\$50.00
8/10/16	16-472	401 Sherwood, 1 <sup>st</sup> Floor	Plumbing Final	\$50.00
8/10/16	16-030	1545 Forest	Plumbing Final	\$50.00
8/11/16	16-346	541 N. Brainard Ave.	Underground Plumbing	\$50.00
8/12/16	16-464	814 Robinhood	Rough Plumbing	\$50.00
8/12/16	16-414	831 Sherwood	RPZ	\$50.00
8/12/16	16-170	712 Sherwood	Rough Plumbing	\$50.00
8/15/16	16-595	1502 Blanchard	Underground Plumbing	\$50.00
8/15/16	16-030	1545 Forest	Plumbing Final	\$50.00
8/16/16	15-699	750 N. Brainard	Plumbing Final	\$50.00
8/16/16	16-542	750 N. Brainard Ave.	RPZ	\$50.00
8/16/16	16-077	1522 Ostrander	Rough Plumbing	\$50.00
8/17/16	15-699	750 N. Brainard	Plumbing Final Reinsp.	\$50.00
8/17/16	16-374	419 Homestead, 1 <sup>st</sup> Floor	Rough Plumbing	\$50.00
8/17/16	16-377	449 Sherwood Road	Rough Plumbing	\$50.00
8/22/16	16-536	739 Robinhood	Rough Plumbing	\$50.00

<u>Date</u>	<u>Permit #</u>	<u>Address</u>	<u>Type of Inspection</u>	<u>Fee</u>
8/22/16	16-355	407 N. Edgewood	Plumbing Final	\$50.00
8/23/16	16-393	818 Forest Road	Rough Plumbing	\$50.00
8/23/16	16-019	804 Newberry	Plumbing Final	\$50.00
8/25/16	15-075	1209 W. Ogden	Rough Plumbing	\$100.00
8/26/16	16-135	733 N. Waiola	Plumbing Final	\$50.00
8/30/16	16-375	425 Homestead, 2 <sup>nd</sup> Fl.	Rough Plumbing	\$50.00
8/30/16	16-376	433 Homestead, 2 <sup>nd</sup> Fl.	Rough Plumbing	\$50.00
8/30/16	16-651	405 Sherwood, Apt #3	Rough Plumbing	\$50.00
8/30/16	16-512	435 Homestead, 1 <sup>st</sup> Fl.	Plumbing Final	\$50.00
8/30/16	16-373	463 Homestead, 2 <sup>nd</sup> Fl.	Plumbing Final	\$50.00
8/31/16	16-242	21 Brewster	Basement Plumbing Final	\$50.00
		<b>TOTAL INSPECTIONS</b>		<b>\$1,650.00</b>

# **Finance Committee Divider**

**Patricia Rocco, Chairwoman**

**Scott Mesick**

**James Kucera**

## Village Board Agenda Memo

Date: October 31, 2016

To: Finance Committee Chair Patricia Rocco  
Village President and Board of Trustees

From: Larry Noller, Finance Director   
Julia Cedillo, Village Manager 

Re: **Annual Post-Issuance Compliance Report**

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### PURPOSE

To receive the annual Post-Issuance Compliance Report for the Village's 2014 and 2016 bonds.

### GENERAL BACKGROUND

The Village issued bonds in 2014 to refund the 2006 sewer bonds and in 2016 for road projects and fire equipment. The Village Board adopted a policy in October 2014 that requires an annual report demonstrating the Village's compliance with IRS record keeping requirements for tax-exempt bonds.

### STAFF RECOMMENDATION

Staff recommends the Village Board receive the annual Post-Issuance Compliance Report.

### ACTION REQUESTED

This item is for discussion only. If the Village Board agrees, the following motion will be included on the November 22, 2016 consent agenda.

***Motion to receive the annual Post-Issuance Compliance Report.***

### DOCUMENTATION

- Annual Post-Issuance Compliance Report

STATE OF ILLINOIS    )  
                                  ) SS  
COUNTY OF COOK     )

**POST-ISSUANCE TAX COMPLIANCE REPORT**

To:    President and Board of Trustees of the Village of LaGrange Park, Cook County, Illinois

Pursuant to my responsibilities as the Compliance Officer as set forth in a Bond Record Keeping Policy (the "*Policy*") adopted by the President and Board of Trustees (the "*Corporate Authorities*") of the Village of LaGrange Park, Cook County, Illinois (the "*Village*"), I have prepared a report reviewing the Village's contracts and records to determine whether the Tax Advantaged Obligations (as defined in the Policy), comply with the applicable federal tax requirements. In accordance with the proceedings and agreements under which the Tax Advantaged Obligations were issued, the Village has covenanted generally to take all action necessary to comply with the applicable federal tax rules and regulations relating to the Tax Advantaged Obligations, including covenants necessary to preserve the excludability of interest on the Tax Advantaged Obligations from gross income for federal income taxation purposes. The following sets forth a summary demonstrating the Village's compliance with such covenants and expectations.

(a) *Records.* I have in my possession all of the records required under the Policy.

(b) *Arbitrage Rebate Liability.* I have reviewed the agreements of the Village with respect to each issue of the Tax Advantaged Obligations. At this time, the Village does not have any rebate liability to the U.S. Treasury.

(c) *Contract Review.* I have reviewed copies of all contracts and agreements of the Village, including any leases, with respect to the use of any property owned by the Village and acquired, constructed or otherwise financed or refinanced with the proceeds of the Tax Advantaged Obligations and other records. At this time, each issue of the Tax Advantaged Obligations complies with the federal tax requirements applicable to such issue, including restrictions on private business use, private payments and private loans.

(d) *IRS Examinations or Inquiries.* The Internal Revenue Service (the “IRS”) has not commenced an examination of any issue of the Tax Advantaged Obligations. The IRS has not requested a response to a compliance check, questionnaire or other inquiry.

Based upon the foregoing, I believe that the Village is currently in compliance with the applicable tax law requirements and no further action is necessary at this time. This report will be entered into the records of the Village and made available to all members of the Corporate Authorities at the next regular meeting thereof.

Respectfully submitted this 31<sup>st</sup> day of October, 2016.

By  \_\_\_\_\_  
Larry Noller  
Finance Director  
Compliance Officer

## Village Board Agenda Memo

Date: November 3, 2016

To: Finance Committee Chair Patricia Rocco  
President Discipio and Board of Trustees

From: Larry Noller, Finance Director   
Julia Cedillo, Village Manager 

Re: **2016 Police Pension Municipal Compliance Report**

---

### PURPOSE

Present the 2016 Police Pension Municipal Compliance Report for Village Board acceptance.

### BACKGROUND

State law requires that the Police Pension Board report annually to the Village Board on the condition of the pension fund prior to the Village Board's approval of the tax levy. The report includes information from the actuarial report as well as the annual financial statements.

### STAFF RECOMMENDATION

Staff recommends that the Village Board accept the 2016 Police Pension Municipal Compliance Report.

### ACTION REQUESTED

This item is for discussion only. If the Village Board agrees, the following motion will be included on the November 22, 2016 consent agenda.

***Motion to accept the 2016 Police Pension Municipal Compliance Report.***

### DOCUMENTATION

- Letter from Police Pension Board President
- Municipal Compliance Report



**Police Pension Fund**

447 N. Catherine • La Grange Park • Illinois • 60526

708/352-2151 • Fax 708/354-9223

October 31, 2016

Honorable Dr. James Discipio, Village President  
Village of La Grange Park  
447 N. Catherine Avenue  
La Grange Park, Illinois 60526

**RE: Tax Levy Request from the La Grange Park Police Pension Fund**

Dear President Discipio:

As you are aware, Sections 3-125 and 3-127 of the Illinois Pension Code provide that the Village of La Grange Park shall annually levy a tax to meet the annual actuarial requirements of the police pension fund (40 ILCS 5/3-125 & 3-127).

Foster & Foster, an independent actuary jointly hired by the Police Pension Fund and the Village, has provided a recommended municipal contribution of \$844,299 to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127. This is an increase of 3.9% over the prior year's amount of \$812,453.

In light of its fiduciary obligation to the Police Pension Fund to ensure that funding remains available to meet the actuarial requirements of the Fund, the Police Pension Fund Board voted unanimously at its October 24, 2016 meeting to request that the Village Board levy the Foster & Foster actuarially determined and recommended contribution of \$844,299.

Enclosed is the Foster & Foster actuarial report, which was presented to the Village Board at its Work Session on September 13<sup>th</sup>, along with the Municipal Compliance Report and the Fund's current Investment Policy Statement as required by Illinois statute.

If you have any questions regarding the Pension Board's request, please let us know.

Sincerely,

**La Grange Park Police Pension Fund**

Christopher O'Hea, President

Enclosures

VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND

HOUSE BILL 5088 - MUNICIPAL COMPLIANCE REPORT

FOR THE FISCAL YEAR ENDED

APRIL 30, 2016

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

The Pension Board certifies to the Board of Trustees of the Village of La Grange Park, Illinois on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

- 1) The total cash and investments, including accrued interest, of the fund and their current market value of those assets:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Total Cash and Investments (including accrued interest)	<u>\$13,077,928</u>	<u>\$13,450,469</u>
Total Net Position	<u>\$13,087,346</u>	<u>\$13,459,077</u>

- 2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	<u>\$195,100</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$915,500</u>
Municipal Contributions	<u>\$844,299</u>

- 3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$1,518,000</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance	<u>N/A</u>
Private Actuary - Foster & Foster	
Recommended Municipal Contribution	<u>\$844,299</u>
Statutory Municipal Contribution	<u>N/A</u>

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Net Income Received from Investment of Assets	<u>-\$147,652</u>	<u>\$778,039</u>
Assumed Investment Return		
Illinois Department of Insurance	<u>N/A</u>	<u>6.75%</u>
Private Actuary - Foster & Foster	<u>7.00%</u>	<u>7.00%</u>
Actual Investment Return	<u>(1.11)%</u>	<u>6.09%</u>

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members	<u>21</u>
--------------------------	-----------

- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	<u>Number of</u>	<u>Total Amount Disbursed</u>
(i) Regular Retirement Pension	<u>16</u>	<u>\$970,947</u>
(ii) Disability Pension	<u>2</u>	<u>\$82,530</u>
(iii) Survivors and Child Benefits	<u>4</u>	<u>\$113,884</u>
Totals	<u>22</u>	<u>\$1,167,361</u>

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

7) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Illinois Department of Insurance	<u>N/A</u>	<u>57.71%</u>
Private Actuary - Foster & Foster	<u>57.63%</u>	<u>56.41%</u>

8) The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance	<u>N/A</u>
Private Actuary - Foster & Foster	<u>\$10,237,508</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached.

Please see Notes Page attached.

CERTIFICATION OF MUNICIPAL POLICE  
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Pension Fund, based upon information and belief, and to the best of our knowledge, hereby certify pursuant to §3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this 24<sup>th</sup> day of October, 2016

President  Date 10/24/16

Secretary  Date 10-24-16

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

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**INDEX OF ASSUMPTIONS**

- 1) **Total Cash and Investments - as Reported at Market Value in the Audited Financial Statements for the Years Ended April 30, 2016 and 2015.**

**Total Net Position - as Reported in the Audited Financial Statements for the Years Ended April 30, 2016 and 2015.**

- 2) **Estimated Receipts - Employee Contributions as Reported in the Audited Financial Statements for the Year Ended April 30, 2016 plus 3.97% Increase (Actuarial Salary Increase Assumption) Rounded to the Nearest \$100.**

**Estimated Receipts - All Other Sources**

**Investment Earnings - Cash and Investments as Reported in the Audited Financial Statements for the Year Ended April 30, 2016, times 7% (Actuarial Investment Return Assumption) Rounded to the Nearest \$100.**

**Municipal Contributions - Recommended Tax Levy Requirement as Reported by Foster & Foster, Actuarial Valuation for the Year Ended April 30, 2016.**

- 3) (a) **Pay all Pensions and Other Obligations - Total Non-Investment Deductions as Reported in the Audited Financial Statements for the Year Ended April 30, 2016, plus a 25% Increase, Rounded to the Nearest \$100.**

(b) **Annual Requirement of the Fund as Determined by:**

**Illinois Department of Insurance - No April 30, 2016 Actuarial Valuation available at the time of this report.**

**Private Actuary - Foster & Foster**

**Recommended Amount of Tax Levy as Reported by Foster & Foster in the April 30, 2016 Actuarial Valuation.**

**Statutorily Required Amount of Tax Levy - No statutorily required amount has been provided in a April 30, 2016 Private Actuarial Valuation, at the time of this report.**

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

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INDEX OF ASSUMPTIONS - Continued

- 4) Net Income Received from Investment of Assets - Investment Income (Loss) net of Investment Expense, as Reported in the Audited Financial Statements for the Years Ended April 30, 2016 and 2015.

Assumed Investment Return

Illinois Department of Insurance - Preceding Fiscal Year Interest Rate Assumption as Reported in the April 30, 2015 Actuarial Valuation. No April 30, 2016 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Interest Rate Assumption as Reported in the Foster & Foster, April 30, 2016 and 2015 Actuarial Valuations.

Actual Investment Return - Net Income Received from Investments as Reported Above as a Percentage of the Average of the Beginning balance of the Cash and Investments and the Ending balance of the Cash and Investments, excluding the fiscal year net investment income, as Reported in the Audited Financial Statements for the Fiscal Years Ended April 30, 2016, 2015 and 2014.

- 5) Number of Active Members - Illinois Department of Insurance Annual Statement for April 30, 2016 - Schedule P.
- 6) (i) Regular Retirement Pension - Illinois Department of Insurance Annual Statement for April 30, 2016 - Schedule P for Number of Participants and Expense page 1 for Total Amount Disbursed.
- (ii) Disability Pension - Same as above.
- (iii) Survivors and Child Benefits - Same as above.

**VILLAGE OF LA GRANGE PARK, ILLINOIS  
POLICE PENSION FUND**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report  
For the Fiscal Year Ending April 30, 2016**

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**INDEX OF ASSUMPTIONS - Continued**

**7) The funded ratio of the fund:**

Illinois Department of Insurance - Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the April 30, 2015 Actuarial Valuation. No April 30, 2016 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the Foster & Foster, April 30, 2016 and April 30, 2015 Actuarial Valuations.

**8) Unfunded Liability:**

Illinois Department of Insurance - Deferred Asset (Unfunded Accrued Liability) - No April 30, 2016 Actuarial Valuation available at the time of this report.

Private Actuary - Deferred Asset (Unfunded Accrued Liability) as Reported by Foster & Foster in the April 30, 2016 Actuarial Valuation.

***Village of LaGrange Park  
Police Pension Fund***

**Investment Policy Statement**

**Objectives & Guidelines**

**Adopted – October 24, 2016**

## **SCOPE OF THIS INVESTMENT POLICY**

This statement of investment policy reflects the investment policy, objectives, and constraints of the Village of LaGrange Park Police Pension Fund by its Trustees. The investment policy will be reviewed at least annually by the Trustees of the Village of LaGrange Park Police Pension Fund.

## **PURPOSE OF THIS INVESTMENT POLICY STATEMENT**

This statement of investment policy is set forth by the Board of the Village of LaGrange Park Police Pension Fund in order to:

1. Define and assign the responsibilities of all involved parties.
2. Establish a clear understanding for all involved parties of the investment goals and objectives for Fund assets.
3. Offer guidance and limitations to all Investment Advisors regarding the investment of Fund assets.
4. Establish a basis for evaluating investment results.
5. Ensure that Fund assets are managed in accordance with the State of Illinois Division of Insurance regulations, and the requirements of the Illinois Pension Code and other laws as may be applicable to investments under Article 3 of the Code and as such statutes may be amended hereafter.
6. Establish the relevant investment time horizon for which Fund assets will be managed.

In general, the purpose of this statement is to outline a philosophy and attitude which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical.

## **DEFINITIONS**

1. "Fund" shall mean the Village of LaGrange Park Police Pension Fund.
2. "Board" shall refer to the governing board established to administer the Fund as specified by applicable ordinance.
3. "Illinois Pension Investment Law" shall mean the State of Illinois Division of Insurance including the requirements of the Illinois Pension Code and other laws as may be applicable to investments under Article 3 of the Code and as such statutes may be amended hereafter.
4. "Fiduciary" shall mean any individual or group of individuals as defined in the Illinois Village of LaGrange Park – Police Pension Fund

Pension Code as may be applicable to investments under Article 3 (Police Pension Code).

5. "Investment Advisor" (Also called Investment Manager or Money Manager) shall mean any individual, or group of individuals, employed to manage the investments of all or part of the Fund assets.
6. "Investment Management Consultant" shall mean any individual or organization employed to provide advisory services, including advice on investment objectives and/or asset allocation, Investment Advisor search, and performance monitoring.
7. "Securities" shall refer to the marketable investment securities which are defined as acceptable in this statement.
8. "Investment Time Horizon" shall be the time period over which the investment objectives, as set forth in this statement, are expected to be met. The investment time horizon for this Fund is long term (over 10 years).

## **DELEGATION OF AUTHORITY**

The Board of the Village of LaGrange Park Police Pension Fund is a fiduciary under Illinois Pension Investment Law, and is responsible for directing and monitoring the investment management of Fund assets. As such, the Board of Trustees is authorized to delegate certain responsibilities to professional experts in various fields. These include, but are not limited to:

1. Investment Management Consultant. The consultant may assist the Board of Trustees in: establishing investment policy, objectives, and guidelines; asset allocation advice; selecting investment managers; reviewing such managers over time; measuring and evaluating investment performance; and other tasks as deemed appropriate.
2. Investment Advisor. The Investment Advisor has discretion to purchase, sell, or hold the specific securities that will be used to meet the Fund's investment objectives. The Investment Advisor(s) will assume fiduciary responsibility for the management of the funds under their control.
3. Custodian. The Board may appoint an outside individual or entity, such as a bank trust department, to be custodian. The custodian will assume fiduciary responsibility for the administration of Fund assets.
4. Additional specialists such as attorneys, auditors, actuaries, consultants, accountants and others may be employed by the Board to assist in meeting its responsibilities and obligations to administer Fund assets prudently.

The Board will have ultimate control of Fund assets and Investment Advisor allocations. The Board will not reserve any control over daily investment decisions; those decisions will be the responsibility of the Village of LaGrange Park – Police Pension Fund

## Investment Policy Statement

Investment Advisors selected. Investment Advisors will be held responsible and accountable to achieve the objectives herein stated and operate within the Illinois Pension Investment Law. If such experts employed are also deemed to be fiduciaries, they must acknowledge such in writing. All expenses for such experts must be customary and reasonable, and will be borne by the Fund as deemed appropriate and necessary.

### **ASSIGNMENT OF RESPONSIBILITY**

#### **Responsibility of the Board of the Village of LaGrange Park Police Pension Fund**

The Board is charged by law with the responsibility for the management of the assets of the Fund. The Board shall discharge its duties solely in the interest of the Fund, with the care, skill, prudence and diligence under the circumstances then prevailing, that a prudent man, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character with like aims. The specific responsibilities of the Board of Trustees relating to the investment management of Fund assets include:

1. Adhering to the guidelines as defined in Illinois Pension Investments Law and all other applicable regulations.
2. Projecting the Fund's financial needs, and communicating such needs to the Investment Management Consultant and Advisors on a timely basis.
3. Determining the Fund's risk tolerance and investment time horizon, and communicating these to the appropriate parties.
4. Establishing reasonable and consistent investment objectives, policies and guidelines which will direct the investment of the Fund's assets.
5. Prudently and diligently selecting investment professionals, including Investment Advisor(s), Investment Management Consultant(s), and Custodian(s).
6. Regularly evaluating the performance of the Investment Advisor(s) to assure adherence to policy guidelines and monitor investment objective progress.
7. Developing and enacting proper control procedures: For example, replacing Investment Advisor(s) due to fundamental change in investment management process, or failure to comply with established guidelines.
8. Reviewing overall investment performance of entire Fund and its Investment Advisors no less than quarterly.
9. Informing the Investment Management Consultant and Investment Advisors of expected cash flow requirements and new deposits.
10. Perform continuing education as required by the Illinois pension statutes.

## Investment Policy Statement

11. Review asset allocation and rebalance if necessary.
12. On an annual basis, perform a fee review.

### **Responsibility of the Investment Management Consultant**

The Investment Consultant's role is that of a non-discretionary advisor to the Board of the Village of LaGrange Park Police Pension Fund. Investment advice concerning the investment management of Fund assets will be offered by the Investment Consultant, and will be consistent with the investment objectives, policies, guidelines and constraints as established in this statement. Specific responsibilities of the Investment Consultant include:

1. Assisting in the development and periodic review of investment policy.
2. Assist Board with developing an Asset Allocation Strategy.
3. Conducting investment Advisor searches when requested by the Board.
4. Providing "due diligence", or research, on the Investment Advisor(s).
5. Monitoring the performance of the Investment Advisor(s) to provide the Board of Trustees with the ability to determine the progress toward the investment objectives.
6. Communicating matters of policy, Advisor research, and Advisor performance to the Board.
7. Reviewing Fund investment history, historical capital markets performance and the contents of this investment policy statement to members of the Board.
8. The Investment Management Consultant has fiduciary status as may be defined under the Illinois Pension Code with respect to any advice or consultation provided to the Board.
9. Negotiating Investment Advisors contracts on behalf of the Village of LaGrange Park Police Pension Fund.
10. Communicating to the Board any major changes to economic outlook, investment strategy, or any other factors which affect implementation of the investment process, or the investment objective.

## **Responsibility of the Investment Advisor(s)**

Each Investment Advisor must acknowledge its acceptance of responsibility as a fiduciary under Illinois Pension Investment Law and other applicable regulations. Each Investment Advisor will have full discretion to make all investment decisions for the assets placed under its management, while observing and operating within all policies, guidelines, constraints, and philosophies as outlined in this statement. Specific responsibilities of the Investment Advisor(s) include:

1. Discretionary investment management including decisions to buy, sell, or hold individual securities within the guidelines established in this statement.
2. Reporting, on a timely basis, quarterly investment performance results.
3. Informing the Board regarding any qualitative change to investment management organization: Examples include changes in portfolio management personnel, ownership structure, investment philosophy, etc.
4. Voting proxies on behalf of the Fund.

## **GENERAL INVESTMENT PRINCIPLES**

1. Investments shall be made solely in the interest of the participants and beneficiaries of the Fund and for the exclusive purpose of providing benefits accrued there under and defraying the reasonable expenses of administration.
2. The Fund shall be invested with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the investment of a fund of like character and with like aims.
3. Investment of the Fund shall be so diversified in a manner to help maintain reasonable portfolio risk.
4. The Board may employ one or more investment Advisors of varying styles and philosophies to attain the Fund's objectives.
5. Cash is to be employed productively at all times, by investment in short term cash equivalents to provide safety, liquidity, and return.

## **INVESTMENT MANAGEMENT POLICY**

1. **Preservation of Capital** -Consistent with their respective investment styles and philosophies, Investment Advisors should make reasonable efforts to preserve capital, understanding that losses may occur in individual securities.
2. **Risk Aversion** -Understanding that risk is present in all types of securities and investment styles, the Board of Trustees recognizes that some risk is necessary to produce long-term investment results that are sufficient to meet the Fund's objectives. However, the Investment Advisors are to make reasonable efforts to control risk, and will be evaluated regularly to ensure that the risk assumed is commensurate with the given investment style and objectives.
3. **Adherences to Investment Discipline** -Investment Advisors are expected to adhere to the investment management styles for which they were hired. Investment Advisors will be evaluated regularly for adherence to investment discipline.

## **INVESTMENT OBJECTIVES**

In order to meet its needs, the investment strategy of the Village of LaGrange Park Police Pension Fund is to emphasize total return; that is, the aggregate return from capital changes and investment income.

Specifically, the primary objectives in investment management for Fund assets shall be:

- **Income and Growth** -To achieve a balanced return of current income and modest growth of principal.
- **Preservation of Capital** -To minimize the probability of loss of principal over the investment time horizon. Emphasis is placed on minimizing return volatility rather than maximizing total return.
- **Liquidity** -To ensure the ability to meet all expected or unexpected cash flow needs by investing in securities which can be sold readily and efficiently.

The secondary objective in the investment management of Fund assets shall be:

- **Long-Term Growth of Capital** -To emphasize long-term growth of principal while avoiding excessive risk. Short-term volatility will be tolerated in as much as it is consistent with the volatility of a comparable market index.

## **DEFINITION OF RISK**

The Board realizes that there are many ways to define risk. It believes that any person or organization involved in the process of managing the Village of LaGrange Park Police Pension Fund assets understands how it defines risk so that the assets are managed in a manner consistent with the Fund's objectives and investment strategy as defined in this statement of investment policy. The Board defines risk as:

- The probability of losing money over any time period.
- The probability of losing money over the Fund's investment time horizon.
- The probability of not maintaining purchasing power over the Fund's investment time horizon.
- The probability of not meeting the Fund's investment objectives.
- The probability of not meeting the Fund's liabilities or cash flow requirements.
- The probability that the investment returns of the Fund's assets fail to meet or exceed the return of the specified investment goals.
- High volatility (fluctuation) of investment returns.
- The possibility of surprises (upside or downside) in investment returns.

## **VOLATILITY OF RETURNS**

The Board of Trustees understands that in order to achieve its objectives for Fund assets, the Fund will experience fluctuations of market value.

## **LIQUIDITY**

To minimize the possibility of a loss occasioned by the sale of a security forced by the need to meet a require payment, the Board will periodically provide the Investment Advisor and Investment Management Consultant with an estimate of expected net cash flow. The Board will notify the Investment Advisor and the Investment Management Consultant in a timely manner, to allow sufficient time to build up the necessary liquid reserves.

## **MARKETABILITY OF ASSETS**

The Board requires that all of Fund assets be invested in liquid securities, defined as securities that can be transacted quickly and efficiently for the Fund, with minimal impact on market price.

## **COLLATERALIZATION**

It is the policy of the Fund to require assets held in cash or deposits with local banks in excess of FDIC insurable limits to secure collateral (applies to bank deposits and bank Certificates of Deposit).

## **INVESTMENT GUIDELINES**

### **Allowable Assets**

Allowable assets are all assets specifically allowed under Illinois Pension Investment Law including, but not limited to the following:

1. Cash Equivalents
  - Treasury Bills
  - Money Market Funds consisting of government agencies or obligations
  - Banker's Acceptances
  - Repurchase Agreements
  - Commercial Paper
2. Fixed Income Securities
  - U.S. Government and Agency Securities
  - Mortgage Backed Bonds
  - Fixed Annuities
  - Investment Grade Corporate Bonds
3. Equity Securities
  - Common Stocks
  - Convertible Notes and Bonds
  - Convertible Preferred Stocks
4. Mutual Funds
5. Variable Annuities
6. Real Estate Properties

### **Prohibited Assets**

## Investment Policy Statement

Prohibited investments include, but are not limited to the following:

1. Commodities and Futures Contracts
2. Private Placements
3. Options
4. Limited Partnerships
5. Venture-Capital Investments
6. Interest-Only (IO), Principal-Only (PO), and Residual Tranche CMOs

### **Prohibited Transactions**

Prohibited transactions include, but are not limited to the following:

1. Short Selling
2. Margin Transactions
3. Purchase of commodities or options
4. Lending

### **Asset Allocation Guidelines**

Investment management of the assets of the Village of LaGrange Park Police Pension Fund shall be in accordance with the following asset allocation guidelines:

1. Aggregate Fund Asset Allocation Guidelines for a Pension Fund over 10 million (at market value)

Asset Class	Minimum	Maximum
Equities	0%	65%
Fixed/Cash	35%	100%

2. The Board may employ Investment Advisors whose investment disciplines require investment outside the established asset allocation guidelines. However, taken as a component of the aggregate Fund, such disciplines must fit within the overall asset allocation guidelines established in this statement. Such Investment Advisors will receive written direction from the Board regarding specific objectives and guidelines.
3. In the event that the above aggregate asset allocation guidelines are violated, for reasons including but not limited to market price fluctuations, the Board will review the asset allocation and rebalance if necessary.

### **Diversification for Investment Advisors**

In order to achieve a prudent level of portfolio diversification, the securities of any one company should not exceed 5% of the total Fund and no more than 10% of the total Fund should be invested in any one industry.

Individual treasury securities may represent 100% of the total Fund, while the total allocation to treasury bonds and notes may represent up to 100% of the Fund's aggregate bond position.

### **Guidelines for Fixed Income Investments and Cash Equivalents**

Fund assets may be invested only in those issues which are expressly allowed under the Illinois Pension Investment Law

### **SELECTION OF INVESTMENT ADVISORS**

The Board's selection of Investment Advisor(s) must be based on prudent due diligence procedures. A qualifying Investment Advisor must be a registered investment advisor under the Investment Advisors Act of 1940, or a bank or insurance company. The Board requires that each Investment Advisor provide acknowledgment of receipt of the Investment Policy Statement and of fiduciary responsibility to the Village of LaGrange Park Police Pension Fund.

### **INVESTMENT ADVISOR PERFORMANCE REVIEW AND EVALUATION**

Performance reports generated by the Investment Management Consultant shall be compiled at least quarterly and communicated to the Board for review. The investment performance of total portfolios, as well as asset class components, will be measured against commonly accepted performance benchmarks. Consideration shall be given to the extent to which the investment results are consistent with the investment objectives, goals, and guidelines as set forth in this statement. The Board intends to evaluate the portfolio(s) over at least a three-year period, but reserves the right to terminate an Investment Advisor for any reason including the following:

1. Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
2. Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
3. Significant qualitative changes to the investment management organization.

- 4. Investment Advisors shall be reviewed regularly regarding performance, personnel, strategy, research capabilities, organizational and business matters, and other qualitative factors that may impact their ability to achieve the desired investment results.

**INVESTMENT POLICY REVIEW**

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy, the Board plans to review investment policy at least annually.

This statement of investment policy was reviewed and adopted on October 24, 2016 by the Board members of the Village of LaGrange Park Police Pension Fund whose signatures appear below.

, Board Member

, Board Member

, Board Member

, Board Member

, Board Member

, Director of Finance / Village Treasurer

## Village Board Agenda Memo

Date: November 1, 2016

To: Finance Committee Chair Patricia Rocco  
Village President and Board of Trustees

From: Larry Noller, Finance Director   
Julia Cedillo, Village Manager 

Re: **2016 Property Tax Levy**

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### PURPOSE

Review the 2016 Village Property Tax Levy and annual bond abatement ordinances

### GENERAL BACKGROUND

The Village's 2016 property tax levy ordinance will be reviewed at the November 8<sup>th</sup> workshop and then placed on the agenda for Board approval at the November 22<sup>nd</sup> meeting.

The Village's annual property tax levy is restricted by the Illinois Property Tax Extension Limitation Law (PTELL). The PTELL limits the amount the Village may increase the aggregate levy each year to the lesser of 5% or the change in the Consumer Price Index (CPI). The term aggregate levy is specifically defined by the Truth in Taxation law to include the corporate and special purpose levies and excludes levies for debt service. For the 2016 levy, the PTELL CPI change is 0.7% and is therefore the limiting factor.

The PTELL allows the Village to collect additional taxes on new property value. Over the past 10 years, the value of new property has ranged between 0.04% and 0.64% of the Village's total equalized assessed value (EAV). We will not know the actual amount of new value until well after the Village's tax levy ordinance is due to the County. As such, an estimated increase of 2% of EAV has been incorporated into the levy calculation to ensure all potential new value is included. The County will reduce the Village's actual extension to the amount allowed under the PTELL.

Last month, the Village Board approved an estimated aggregate levy for 2016 of \$3,541,043 which is 2.78% above the 2015 extension of \$3,445,422. The estimated aggregate levy is less than a 5% increase, therefore a public hearing is not required by the Truth in Taxation Law.

The Village's 2016 property tax levy will also include a debt service amount for the 2016 road and fire bonds approved by referendum. The debt service levy will not be part of the Village's annual levy ordinance because the annual amounts were included in the bond ordinance already filed with the County. For the 2016 levy, the debt service amount is \$1,243,076.

For a resident with a home valued at \$350,000, the projected impact of the total estimated levy is an increase of \$375. A chart with the estimated impact for additional home values is attached.

Unless directed otherwise, the County Clerk will add 3% to the Village's levy to offset uncollectable taxes. As has been done in the past, the 2016 levy reduces the loss factor to 2% based on the Village's collection history. This additional amount does not increase the total levy allowed under the PTELL.

Three proposed ordinances are attached to this memo. The first ordinance authorizes the County Clerk to extend the Village's proposed 2016 property tax levy. The second ordinance provides the County Clerk direction on how to reduce the Village's 2016 property tax levy in the likely event that the aggregate levy exceeds the PTELL allowed amount. As in the past, the Village is directing the County Clerk to apply any reduction due to PTELL to the corporate (general) levy. This ensures the special purpose amounts, such as for the police pension, will be fully levied.

The third ordinance is to abate the property tax levy for the 2014 sewer refunding bonds. These bonds were originally issued in 2006 for sewer infrastructure projects. While the Village pays for the bonds with sewer fee revenue, the bonds are also backed by an annual property tax levy included in the bond ordinance. This provides protection to the bondholders, thereby lowering the borrowing cost for the Village. The Village must direct the County Clerk to abate this property tax each year or the bond levy will be extended.

#### **STAFF RECOMMENDATION**

Staff recommends the Village Board approve the attached ordinances at the November 22<sup>nd</sup> Board meeting.

#### **MOTION/ACTION REQUESTED**

This item is for discussion only. If the Village Board concurs, the following motions will be included for approval at the November 22<sup>nd</sup> meeting.

***Motion to approve An Ordinance Providing For The Annual Tax Levy For The Village Of La Grange Park, Cook County, Illinois, For The Fiscal Year Beginning May 1, 2016 And Ending April 30, 2017.***

***Motion to approve An Ordinance Providing For Specific Reductions Of The 2016 Property Tax Levy Pursuant To The Property Tax Extension Limitation Law.***

***Motion to approve An Ordinance abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$3,495,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014, of the Village of La Grange Park, Cook County, Illinois.***

#### **DOCUMENTATION**

- Levy Estimate
- Rate Projection
- Tax Impact Projection
- PTELL CPI history
- 10 Year History of Village EAV
- Property tax levy ordinance
- Truth in taxation certificate
- Property tax levy PTELL reduction ordinance
- Sewer bonds abatement ordinance

**Village of La Grange Park  
2016 Property Tax Levy Estimate**

**Estimated 2016 Total Equalized Assesed Value**

2016 Estimated % New Property	2.0%
2016 Existing EAV Adjustments	-2.0%

2015 Final EAV	\$ 308,453,194
2016 Estimated Existing EAV Adjustments	\$ (6,169,064)
2016 Estimated New Property EAV	6,169,064
2016 Estimated Total EAV	<u>\$ 308,453,194</u>

**Estimated 2016 Limiting Rate**

PTELL CPI Change	0.7%
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2015 Aggregate Extension x (1+PTELL CPI Change)	\$ 3,445,422	x	1.007	x 100 =	1.148
2016 Estimated EAV-New Property	\$ 302,284,130				

**Aggregate Levy Estimate**

Estimated Limiting Rate x 2016 Estimated EAV /100 =	\$ 3,541,043
2015 Aggregate Extension	\$ 3,445,422
Estimated \$ Change	\$ 95,621
Estimated % Change	2.78%

**Debt Service Levy Estimate**

2016 Debt Service	\$ 1,243,076
2015 Debt Service	\$ -
Estimated \$ Change	\$ 1,243,076
Estimated % Change	N/A

**Total Levy Estimate**

Aggregate Levy Estimate + Debt Service Levy Estimate =	\$ 4,784,119
Estimated \$ Change	\$ 1,338,697
Estimated % Change	38.9%

**Village of La Grange Park**  
**2016 Estimated Property Tax Levy - Rate Projection**

<b>Fund</b>	<b>2015 Extension</b>	<b>2015 Rate</b>	<b>2016 Estimated Levy</b>	<b>2016 Estimated Rate</b>	<b>\$ Change</b>
Corporate	959,220	0.310	1,051,744	0.341	92,524
Police Pension	828,702	0.269	844,299	0.274	15,597
IMRF	86,700	0.028	85,000	0.028	(1,700)
Street & Bridge	183,600	0.060	180,000	0.058	(3,600)
Fire Protection	489,600	0.159	500,000	0.162	10,400
Police Protection	510,000	0.165	500,000	0.162	(10,000)
Social Security	102,000	0.033	100,000	0.032	(2,000)
Liability Insurance	122,400	0.040	120,000	0.039	(2,400)
Crossing Guards	45,900	0.015	45,000	0.015	(900)
Ambulance Service	117,300	0.038	115,000	0.037	(2,300)
	<b>\$ 3,445,422</b>	<b>1.117</b>	<b>\$ 3,541,043</b>	<b>1.148</b>	<b>95,621</b>
Bonds & Interest	-	-	1,243,076	0.403	1,243,076
<b>Total</b>	<b>3,445,422</b>	<b>1.117</b>	<b>4,784,119</b>	<b>1.551</b>	<b>1,338,697</b>

**Village of La Grange Park**  
**2016 Estimated Property Levy - Tax Impact Projection**

**Tax Year 2016 Estimated**

<b>Home Value</b>	<b>\$ 100,000</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>\$ 450,000</b>	<b>\$ 550,000</b>
Assessed Value (10%)	\$ 10,000	\$ 25,000	\$ 35,000	\$ 45,000	\$ 55,000
Estimated Equalization Factor	2.6685	2.6685	2.6685	2.6685	2.6685
Estimated Equalized Assessed Value	\$ 26,685	\$ 66,713	\$ 93,398	\$ 120,083	\$ 146,768
Homeowner's Exemption	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (7,000)
Adjusted Equalized Assessed Value	\$ 19,685	\$ 59,713	\$ 86,398	\$ 113,083	\$ 139,768
Estimated Village Tax Rate	1.551	1.551	1.551	1.551	1.551
Estimated Village Property Tax	\$ 305.31	\$ 926.14	\$ 1,340.03	\$ 1,753.91	\$ 2,167.79

**Tax Year 2015**

<b>Home Value</b>	<b>\$ 100,000</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>\$ 450,000</b>	<b>\$ 550,000</b>
Assessed Value (10%)	\$ 10,000	\$ 25,000	\$ 35,000	\$ 45,000	\$ 55,000
Equalization Factor	2.6685	2.6685	2.6685	2.6685	2.6685
Equalized Assessed Value	\$ 26,685	\$ 66,713	\$ 93,398	\$ 120,083	\$ 146,768
Homeowner's Exemption	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (7,000)
Adjusted Equalized Assessed Value	\$ 19,685	\$ 59,713	\$ 86,398	\$ 113,083	\$ 139,768
2015 Village Tax Rate	1.117	1.117	1.117	1.117	1.117
Village Property Tax	\$ 219.88	\$ 666.99	\$ 965.06	\$ 1,263.13	\$ 1,561.20

<b>\$ Change</b>	<b>\$ 85.43</b>	<b>\$ 259.15</b>	<b>\$ 374.97</b>	<b>\$ 490.78</b>	<b>\$ 606.59</b>
<b>% Change</b>	<b>38.9%</b>	<b>38.9%</b>	<b>38.9%</b>	<b>38.9%</b>	<b>38.9%</b>

Illinois Dept. of Revenue  
 History of CPI's Used for the PTELL  
 1/20/2016

Year	December CPI-U	% Change From Previous December	% Use for PTELL	Comments	Levy Year	Years Taxes Paid
1991	137.900	--				
1992	141.900	2.9%	2.9%		1993	1994
1993	145.800	2.7%	2.7%	(5 % for Cook)	1994	1995
1994	149.700	2.7%	2.7%		1995	1996
1995	153.500	2.5%	2.5%		1996	1997
1996	158.960	3.6%	3.6%		1997	1998
1997	161.300	1.5%	1.5%		1998	1999
1998	163.900	1.6%	1.6%		1999	2000
1999	168.300	2.7%	2.7%		2000	2001
2000	174.000	3.4%	3.4%		2001	2002
2001	176.700	1.6%	1.6%		2002	2003
2002	180.900	2.4%	2.4%		2003	2004
2003	184.300	1.9%	1.9%		2004	2005
2004	190.300	3.3%	3.3%		2005	2006
2005	196.800	3.4%	3.4%		2006	2007
2006	201.800	2.5%	2.5%		2007	2008
2007	210.036	4.08%	4.1%		2008	2009
2008	210.228	0.1%	0.1%		2009	2010
2009	215.949	2.7%	2.7%		2010	2011
2010	219.179	1.5%	1.5%		2011	2012
2011	225.672	3.0%	3.0%		2012	2013
2012	229.601	1.7%	1.7%		2013	2014
2013	233.049	1.5%	1.5%		2014	2015
2014	234.812	0.8%	0.8%		2015	2016
2015	236.525	0.7%	0.7%		2016	2017

**Village of La Grange Park**  
**Equalized Assessed Value History**  
**10 Year History**

<b>Tax Year</b>	<b>Total EAV</b>	<b>Base EAV</b>	<b>New Property EAV</b>	<b>New Property % EAV</b>	<b>Total EAV Increase/(Decrease)</b>	
2015	308,453,194	307,383,857	1,069,337	0.35%	(10,563,427)	-3.31%
2014	319,016,621	317,747,462	1,269,159	0.40%	1,497,141	0.47%
2013	317,519,480	317,377,441	142,039	0.04%	(18,611,566)	-5.54%
2012	336,131,046	335,669,381	461,665	0.14%	(27,391,646)	-7.54%
2011	363,522,692	361,564,856	1,957,836	0.54%	(71,346,283)	-16.41%
2010	434,868,975	433,784,535	1,084,440	0.25%	6,316,815	1.47%
2009	428,552,160	426,766,222	1,785,938	0.42%	28,330,846	7.08%
2008	400,221,314	397,651,601	2,569,713	0.64%	26,428,193	7.07%
2007	373,793,121	371,706,017	2,087,104	0.56%	20,815,939	5.90%
2006	352,977,182	351,793,088	1,184,094	0.34%	(2,423,501)	-0.68%

**Ordinance No.**

**ANNUAL TAX LEVY ORDINANCE**

**AN ORDINANCE PROVIDING FOR THE ANNUAL TAX LEVY FOR THE VILLAGE OF LA GRANGE PARK, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2016 AND ENDING APRIL 30, 2017**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois:

**SECTION 1:**

That for the purpose of paying certain corporate expenses of the Village of La Grange Park, Cook County, Illinois, for the fiscal year beginning the first day of May 2016, and ending the thirtieth day of April 2017, as set forth in the Annual Budget, passed and approved by the Board of Trustees on the 26<sup>th</sup> day of April, 2016, there is hereby levied upon all of the taxable property within the corporate limits of the Village of La Grange Park, Cook County, Illinois, the following sums of money for the following purposes and objects hereinafter described.

The column headed "Total Budgeted" represents the sum budgeted for each particular purpose opposite thereto. The sum or sums in the column headed "From Tax Levy" opposite each purpose represents the sum of money to be collected from the tax levy. The balance, if any, from each sum budgeted shall be collected or taken from any surplus on hand and the other sources of revenue of the Village of La Grange Park.

**CORPORATE FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
<u>Administration Department</u>		
Full-Time Salaries	\$466,000.00	
Part-Time Salaries	13,100.00	
Overtime	500.00	
Legal Fees	69,840.00	
Auditing Fees	23,900.00	
Information Technology	30,840.00	
Other Professional Services	46,000.00	
Equipment Maintenance & Repair	1,000.00	
Building Maintenance & Repair	10,000.00	
Machine & Equipment Rental	6,020.00	
Janitorial Service	5,000.00	
Notices	2,300.00	
Printing	11,300.00	
Postage	10,800.00	
Telephone	5,720.00	
Miscellaneous Services	4,150.00	
Office Equipment	2,500.00	
Bldg. & Land Maint. Materials	500.00	
Janitorial Supplies	700.00	
Fuel	0.00	
Books & Maps	500.00	
Office Supplies	7,000.00	
Health & Life Insurance	72,700.00	
Dues & Subscriptions	16,590.00	
Training, Safety & Travel	6,590.00	
Employee Programs	2,160.00	
Official Functions	4,000.00	
Zoning Board Of Appeals	4,000.00	
Board Of Police Commissioners	0.00	
Community Events	1,000.00	
Recycling Programs	1,000.00	
Contingencies	0.00	
Ambulance Loan Repayment	12,500.00	
<b>Total For Administration Department</b>	<u><b>\$838,210.00</b></u>	<u><b>\$300,000.00</b></u>

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
<u>Police Department</u>		
Police Full-Time Salaries	\$1,512,600.00	
Telecom/Administrative Salaries	214,400.00	
Auxiliary Police Officer Wages	12,000.00	
Legal Fees	24,000.00	
Dispatch Services	120,000.00	
Information Technology	8,000.00	
Other Professional Services	13,600.00	
Auto Maintenance & Repair	22,000.00	
Equipment Maintenance & Repair	14,500.00	
Building Maintenance & Repair	13,000.00	
Machine & Equipment Rental	5,300.00	
Janitorial Service	8,000.00	
Printing	3,500.00	
Postage	2,000.00	
Telephone	9,800.00	
Miscellaneous Services	2,700.00	
Office Equipment	1,000.00	
Other Equipment & Machinery	0.00	
Auto Parts & Supplies	12,000.00	
Equipment Parts & Supplies	5,500.00	
Bldg. & Land Maint. Materials	700.00	
Food	500.00	
Ammunition & Targets	1,500.00	
Janitorial Supplies	1,500.00	
Uniforms	19,000.00	
Fuel	42,000.00	
Books & Maps	600.00	
Office Supplies	7,400.00	
Photo Supplies	250.00	
Health & Life Insurance	378,000.00	
Dues & Subscriptions	6,500.00	
Training, Safety & Travel	16,000.00	
Employee Programs	3,975.00	
Special Programs	5,500.00	
Contingencies	1,000.00	
 Total For Police Department	 <u>\$2,488,325.00</u>	 <u>\$751,744.00</u>

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
<u>Building Department</u>		
Building Full-Time Salaries	\$141,420.00	
Building Part-Time Salaries	0.00	
Legal Fees	500.00	
Plan Review / Inspection Fees	86,200.00	
Information Technology	3,420.00	
Other Professional Services	10,000.00	
Auto Maintenance & Repair	1,000.00	
Equipment Maintenance & Repair	500.00	
Building Maintenance & Repair	2,000.00	
Janitorial Service	500.00	
Printing	1,500.00	
Postage	600.00	
Telephone	3,850.00	
Miscellaneous Services	1,500.00	
Office Equipment	5,000.00	
Other Equipment & Machinery	250.00	
Auto Parts & Supplies	300.00	
Bldg. & Land Maint. Materials	100.00	
Janitorial Supplies	200.00	
Uniforms	600.00	
Fuel	1,000.00	
Books & Maps	2,200.00	
Office Supplies	1,500.00	
Health & Life Insurance	23,500.00	
Dues & Subscriptions	550.00	
Training, Safety & Travel	2,000.00	
Employee Programs	80.00	
Contingencies	300.00	
 Total For Building Department	 <u>\$290,570.00</u>	 <u>\$0.00</u>
 LTACC Capital	 \$350,000.00	 \$0.00
 <b>TOTAL FOR CORPORATE FUND</b>	 <b><u>\$3,967,105.00</u></b>	 <b><u>\$1,051,744.00</u></b>

SPECIAL CORPORATE PURPOSES

**FIRE PROTECTION FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
Salaries & Wages	\$460,470.00	
Dispatch Services	\$111,310.00	
Information Technology	8,560.00	
Occupational Health	18,000.00	
Vehicle Maintenance & Repair	28,200.00	
Equipment Maintenance & Repair	11,550.00	
Building Maintenance & Repair	18,170.00	
Janitorial Service	1,200.00	
Printing	2,000.00	
Postage	500.00	
Telephone	5,490.00	
Miscellaneous Services	1,000.00	
Office Equipment	1,100.00	
Other Equipment & Machinery	44,990.00	
Vehicle Parts & Supplies	5,500.00	
Equipment Parts & Supplies	11,180.00	
Bldg. & Land Maint. Materials	2,000.00	
Janitorial Supplies	1,000.00	
Chemicals	600.00	
Uniforms	5,000.00	
Fuel	20,000.00	
Books & Maps	3,700.00	
Office Supplies	3,500.00	
Medical Supplies	8,500.00	
Health & Life Insurance	12,500.00	
Accident Insurance	1,200.00	
Dues & Subscriptions	10,525.00	
Training, Safety & Travel	24,850.00	
Employee Programs	2,000.00	
Contingencies	500.00	
<b>TOTAL FOR FIRE PROTECTION FUND</b>	<u><b>\$825,095.00</b></u>	<u><b>\$500,000.00</b></u>

**STREET & BRIDGE FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
Public Works Full-Time Salaries	\$491,050.00	
Public Works Part-Time Wages	61,610.00	
Information Technology	3,000.00	
Vehicle Maintenance & Repair	26,000.00	
Equipment Maintenance & Repair	9,000.00	
Building Maintenance & Repair	4,400.00	
St. Light & Traf. Sig. Maint.	0.00	
Machine & Equipment Rental	7,000.00	
Janitorial Service	1,500.00	
Tree Trimming & Removal	205,000.00	
Refuse Collection & Disposal	34,500.00	
Landscaping	17,500.00	
Utilities	0.00	
Sidewalk Replacement	15,000.00	
Pavement Marking	0.00	
Crack Sealing	0.00	
Telephone	4,700.00	
Laundry Service	4,000.00	
Miscellaneous Services	1,000.00	
Office Equipment	1,500.00	
Other Equipment & Machinery	7,500.00	
Vehicle Parts & Supplies	12,000.00	
Equipment Parts & Supplies	6,000.00	
Bldg. & Land Maint. Materials	5,000.00	
Janitorial Supplies	1,200.00	
Chemicals	1,000.00	
Road Salt	0.00	
Uniforms	4,000.00	
Fuel	35,000.00	
Small Tools	1,500.00	
Traffic Control Supplies	4,700.00	
Materials For Streets	0.00	
Office Supplies	2,000.00	
Health & Life Insurance	111,000.00	
Dues & Subscriptions	1,500.00	
Training, Safety & Travel	1,500.00	
Employee Programs	1,500.00	
Contingencies	400.00	
<b>TOTAL FOR STREET &amp; BRIDGE FUND</b>	<b><u>\$1,082,560.00</u></b>	<b><u>\$180,000.00</u></b>

**OTHER SPECIAL CORPORATE PURPOSES**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
Police Pension Fund	\$1,299,800.00	\$844,299.00
Illinois Municipal Retirement Fund	145,200.00	85,000.00
Police Protection Fund	550,000.00	500,000.00
Employer Social Security Fund	189,900.00	100,000.00
Liability Insurance Fund	182,300.00	120,000.00
Crossing Guards Fund	85,000.00	45,000.00
Ambulance Service Fund	690,650.00	115,000.00
<b>TOTAL FOR OTHER SPECIAL CORPORATE PURPOSES</b>	<b><u>\$3,142,850.00</u></b>	<b><u>\$1,809,299.00</u></b>
<b>TOTAL FOR SPECIAL CORPORATE PURPOSES</b>	<b><u>\$5,050,505.00</u></b>	<b><u>\$2,489,299.00</u></b>

**WATER FUND**Administration Department

Salaries and Wages	\$81,455.00	
Professional Services	31,980.00	
Other Services	20,470.00	
Capital Outlay	1,500.00	
Supplies	1,100.00	
Pension and Insurance	28,800.00	
Other Expenses	5,140.00	
<b>Total for Administration Department</b>	<b><u>\$170,445.00</u></b>	<b><u>\$0.00</u></b>

Distribution Department

Salaries and Wages	\$202,780.00	
Professional Services	79,500.00	
Other Services	217,075.00	
Capital Outlay	644,000.00	
Supplies	2,282,950.00	
Pension and Insurance	102,100.00	
Other Expenses	4,525.00	
<b>Total for Distribution Department</b>	<b><u>\$3,532,930.00</u></b>	<b><u>\$0.00</u></b>
<b>TOTAL FOR WATER FUND</b>	<b><u>\$3,703,375.00</u></b>	<b><u>\$0.00</u></b>

**DEBT SERVICE FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
Miscellaneous Services	\$0.00	
Principal Payments	0.00	
Interest Payments	0.00	
<b>TOTAL FOR 2004 DEBT SERVICE FUND</b>	<u><b>\$0.00</b></u>	<u><b>\$0.00</b></u>

**MOTOR FUEL TAX FUND**

Engineering Fees	\$0.00	
Street Light & Traffic Signal Maint.	28,000.00	
Utilities	40,000.00	
Street Resurfacing	85,000.00	
Sidewalk Replacement	19,500.00	
Pavement Marking	19,500.00	
Crack Sealing	19,500.00	
Road Salt	75,000.00	
Materials for Streets	19,500.00	
<b>TOTAL FOR MOTOR FUEL TAX FUND</b>	<u><b>\$306,000.00</b></u>	<u><b>\$0.00</b></u>

**SEWER FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
<u>Administration Department</u>		
Salaries and Wages	\$96,250.00	
Professional Services	30,110.00	
Other Services	15,370.00	
Capital Outlay	1,000.00	
Supplies	1,000.00	
Pension and Insurance	25,350.00	
Other Expenses	638,095.00	
Total for Administration Department	<u>\$807,175.00</u>	<u>\$0.00</u>
<u>Operations &amp; Maintenance Department</u>		
Salaries and Wages	\$47,920.00	
Professional Services	64,750.00	
Other Services	70,190.00	
Capital Outlay	328,750.00	
Supplies	25,300.00	
Pension and Insurance	26,400.00	
Other Expenses	1,325.00	
Total for Distribution Department	<u>\$564,635.00</u>	<u>\$0.00</u>
<b>TOTAL FOR SEWER FUND</b>	<u><b>\$1,371,810.00</b></u>	<u><b>\$0.00</b></u>

**CAPITAL PROJECTS FUND**

	<u>Total Budgeted</u>	<u>From Tax Levy</u>
Engineering Fees	\$0.00	
Construction Services	78,000.00	
Capital Outlay	149,800.00	
<b>TOTAL FOR CAPITAL PROJECTS FUND</b>	<b><u>\$227,800.00</u></b>	<b><u>\$0.00</u></b>

**EMERGENCY TELEPHONE SYSTEM**

Equipment Maintenance & Repair	\$15,000.00	
Telephone	55,000.00	
Consolidated Dispatch	50,000.00	
Miscellaneous Services	22,000.00	
Building Alterations & Improv.	0.00	
Equipment & Machinery	0.00	
Equipment Parts & Supplies	0.00	
Contingencies	0.00	
<b>TOTAL FOR EMERGENCY TELEPHONE SYSTEM FUND</b>	<b><u>\$142,000.00</u></b>	<b><u>\$0.00</u></b>

**ROAD BOND FUND**

Legal Fees	\$15,000.00	
Engineering Fees	803,000.00	
Other Professional Services	60,000.00	
Street Resurfacing	2,640,000.00	
<b>TOTAL FOR ROAD BOND FUND</b>	<b><u>\$3,518,000.00</u></b>	<b><u>\$0.00</u></b>

**FIRE EQUIPMENT BOND FUND**

Legal Fees	\$7,500.00	
Other Professional Services	30,000.00	
Fire Vehicles & Equipment	1,160,000.00	
<b>TOTAL FOR ROAD BOND FUND</b>	<b><u>\$1,197,500.00</u></b>	<b><u>\$0.00</u></b>

Total for All Funds	\$19,484,095.00	\$3,541,043.00
Add 2% for Loss of Collection		70,821.00
<b>GRAND TOTAL OF ALL TAX LEVIES</b>		<b><u>\$3,611,864.00</u></b>

**SECTION 2:**

**SUMMARY**

<u>Fund</u>	<u>Total Budgeted</u>	<u>Amount to be Raised by Tax Levy</u>	<u>2% for Loss of Collection</u>	<u>Total Amount to be Raised by Tax Levy</u>
Corporate	\$3,967,105.00	\$1,051,744.00	\$21,035.00	\$1,072,779.00
Police Pension	1,299,800.00	844,299.00	\$16,886.00	861,185.00
I.M.R.F	145,200.00	85,000.00	\$1,700.00	86,700.00
Street & Bridge	1,082,560.00	180,000.00	\$3,600.00	183,600.00
Fire Protection	825,095.00	500,000.00	\$10,000.00	510,000.00
Police Protection	550,000.00	500,000.00	\$10,000.00	510,000.00
Social Security	189,900.00	100,000.00	\$2,000.00	102,000.00
Liability Insurance	182,300.00	120,000.00	\$2,400.00	122,400.00
Crossing Guards	85,000.00	45,000.00	\$900.00	45,900.00
Ambulance Service	690,650.00	115,000.00	\$2,300.00	117,300.00
	<b>\$9,017,610.00</b>	<b>\$3,541,043.00</b>	<b>\$70,821.00</b>	<b>\$3,611,864.00</b>

**GRAND TOTAL OF ALL TAX LEVIES**

**\$3,611,864.00**

**SECTION 3:**

The Village Clerk is hereby authorized and directed to certify this ordinance and levy to the County Clerk of Cook County, Illinois, and said County Clerk of Cook County, Illinois is hereby authorized and directed to extend the taxes that they may be collected in the manner other general taxes are collected, in manner and form provided by law, and this shall be a sufficient authority to do so.

**SECTION 4:**

This ordinance shall be in full force and effect upon its passage and approval as required by law.

PASSED AND APPROVED by the Board of Trustees this 22<sup>nd</sup> day of November, 2016.

---

Amanda G. Seidel, Village Clerk  
Village of La Grange Park  
Cook County, Illinois

APPROVED this 22<sup>nd</sup> day of November, 2016.

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Dr. James L. Discipio, Village President  
Village of La Grange Park  
Cook County, Illinois

TRUTH IN TAXATION  
CERTIFICATE OF COMPLIANCE

I, James L. Discipio, hereby certify that I am the presiding officer of the Village of La Grange Park, and as such officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2006).

This certificate applies to the 2016 levy.

\_\_\_\_\_  
Dr. James L. Discipio, Village President

Date: November 22, 2016

**Ordinance No.**

**AN ORDINANCE PROVIDING FOR  
SPECIFIC REDUCTIONS OF THE 2016  
PROPERTY TAX LEVY PURSUANT TO THE  
PROPERTY TAX EXTENSION LIMITATION LAW.**

WHEREAS, the Board of Trustees of the Village of La Grange Park has adopted a property tax levy for the Village of La Grange Park; and

WHEREAS, the Village of La Grange Park is subject to the Property Tax Extension Limitation Law, 35 ILCS §200/18-185 et seq.; and

WHEREAS, the property tax levy enacted by the Village of La Grange Park may need to be reduced by the Cook County Clerk so as to conform to the Property Tax Extension Limitation Law;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LA GRANGE PARK, COUNTY OF COOK, AND STATE OF ILLINOIS:

SECTION 1: If a reduction in the levy of the Village of La Grange Park is required pursuant to the Property Tax Extension Limitation Law, then the Cook County Clerk is hereby directed to reduce the Corporate Fund levy of the Village of La Grange Park by the entire reduction amount (100%), which may be required by the Property Tax Extension Limitation Law. If the required reduction is larger than the total Corporate Fund levy, then the Cook County Clerk shall proportionally reduce the levy of each of the other funds subject to the Property Tax Extension Limitation Law by the difference.

SECTION 2: This ordinance shall pertain to the tax year 2016 levy.

SECTION 3: This ordinance shall take effect from the date of its passage and approval as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois, this 22<sup>nd</sup> day of November, 2016.

APPROVED:

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Dr. James L. Discipio  
Village President  
Village of La Grange Park  
Cook County, Illinois

ATTEST:

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Amanda G. Seidel, Village Clerk

ORDINANCE NO. \_\_\_\_\_

ORDINANCE abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$3,495,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014, of the Village of La Grange Park, Cook County, Illinois.

WHEREAS the President and Board of Trustees (the "*Corporate Authorities*") of the Village of La Grange Park, Cook County, Illinois (the "*Village*"), by an ordinance adopted on the 28th day of October, 2014, as supplemented by a related Notification of Sale (together, the "*Ordinance*"), did provide for the issue of \$3,495,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014 (the "*Bonds*"), and the levy of a direct annual tax to pay the principal of and interest on the Bonds; and

WHEREAS funds from a lawfully available source not derived from any borrowing (the "*Lawfully Available Funds*") are available for the purpose of paying principal and interest on the bonds up to and including December 1, 2017; and

WHEREAS the Lawfully Available Funds have been deposited in the Alternate Bond and Interest Subaccount (as defined in the Ordinance) in an amount sufficient to pay debt service on all the Bonds up to and including December 1, 2017; and

WHEREAS it is necessary and in the best interests of the Village that the tax heretofore levied for the year 2016 to pay the principal of and interest on the Bonds be abated;

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

*Section 1. Abatement of Tax.* The tax heretofore levied for the year 2016 in the Ordinance, in the amount of \$389,300.00, is hereby abated in its entirety.

*Section 2. Filing of Ordinance.* Forthwith upon the adoption of this ordinance, the Secretary of the Corporate Authorities shall file a certified copy hereof with the County Clerk of

The County of Cook, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2016 in accordance with the provisions hereof.

*Section 3. Effective Date.* This ordinance shall be in full force and effect forthwith upon its passage by the Corporate Authorities and signing and approval by the President.

ADOPTED: this 22<sup>nd</sup> day of November, 2016.

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

APPROVED: November 22, 2016

\_\_\_\_\_  
President, Village of La Grange Park,  
Cook County, Illinois

Published in pamphlet form by authority of the President and Board of Trustees on \_\_\_\_\_, 2016.

ATTEST:

\_\_\_\_\_  
Village Clerk, Village of La Grange Park,  
Cook County, Illinois

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Cook, Illinois, and as such official I do further certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 2016, there was filed in my office a duly certified copy of an ordinance entitled:

ORDINANCE abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$3,495,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014, of the Village of La Grange Park, Cook County, Illinois.

(the "*Ordinance*") duly adopted by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois (the "*Village*"), on the 22<sup>nd</sup> day of November, 2016 and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2016 for the payment of the Village's \$3,495,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014, as described in the Ordinance will be abated in their entirety as provided in the Ordinance.

IN WITNESS WHEREOF I hereunto affix my official signature and the seal of said County this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

---

County Clerk, The County of Cook

[SEAL]

# Village President Divider

# Village Board Agenda Memo

**Date:** November 3, 2016

**To:** Village President and Board of Trustees

**From:** Dr. James Discipio, Village President  
Julia Cedillo, Village Manager

**RE:** **Appointment to Youth Commission**

---

## **GENERAL BACKGROUND**

The Village currently has one vacancy to fill on the Youth Commission, due to recent graduations. The Village recently received an application from Wyatt Forsyth who is interested in serving. Mr. Forsyth's sister, Zoe, is currently a member of the commission. Based on his community involvement and interest in serving on the Youth Commission, the Village feels that Mr. Forsyth is well suited to join the commission. A copy of his application is attached.

## **MOTION / ACTION REQUESTED**

This item is being placed on the November 8, 2016 agenda for discussion and action.

***Motion to appoint Wyatt Forsyth to the Village of La Grange Park Youth Commission for a term to expire on September 1, 2018.***

## **STAFF RECOMMENDATION**

Staff recommends the Board affirm President Discipio's recommendation to appoint the aforementioned individual to the Youth Commission.

## **DOCUMENTATION**

- Application submitted by the candidate



**YOUTH COMMISSION  
APPLICATION – FALL 2016**

RECEIVED OCT 11 2016

*Feel free to attach a separate sheet if necessary.*

NAME: Wyatt Forsyth	PHONE NUMBER: [REDACTED]
ADDRESS: [REDACTED]	EMAIL: [REDACTED]
SCHOOL NAME: Lyons Township HS	YEAR IN SCHOOL: 9th Grade (FALL 2016)
<b>LIST SCHOOL ACTIVITIES IN WHICH YOU PARTICIPATE OR HAVE PARTICIPATED IN THE PAST.</b>  I participated in high school soccer this fall. I was chosen to play on the Sophomore Team as a Freshman.  I served as a Peer Mediator since 3rd grade at Ogden Elementary and Park Junior HS.	
<b>LIST COMMUNITY ACTIVITIES / PART-TIME JOBS. BRIEFLY DESCRIBE YOUR ROLE IN THEM.</b>  I have played for Lyons Township Soccer Club since I was 7 years old. I am the player who has been with my current team the longest. Coaches consider me a trusted and responsible member of the team.	
<b>HONORS / AWARDS YOU HAVE RECEIVED:</b>  I have earned honor role each semester at Park Junior High School.	

**WHY ARE YOU INTERESTED IN SERVING ON THE YOUTH COMMISSION?**

I have always been interested in government and current events. I would like to see what it is like to actively participate in my local government.

**WHAT ONE LOCAL ISSUE OR MUNICIPAL SERVICE ARE YOU PARTICULARLY INTERESTED IN DISCUSSING AND/OR CHANGING? WHY?**

Growing up in a family that ran a small local business, I am interested in seeing what plans the Village of LaGrange Park has to create a stronger and more vibrant business community.

**PLEASE LIST THREE ADULT REFERENCES (At least one reference should be a teacher or school administrator. Please do not list relatives as references.)**

<u>NAME</u>	<u>RELATIONSHIP</u>	<u>PHONE NUMBER</u>
1. Katherine Leibforth	Employer/Family Friend	[REDACTED]
2. Andrew Parry	Soccer Coach	[REDACTED]
3. Joy Miezala	Teacher	[REDACTED]

**WILL YOU BE ABLE TO ATTEND ONE MONDAY EVENING MEETING PER MONTH AND OTHER OCCASIONAL EVENTS AS SCHEDULED?**

YES       NO

SIGNATURE:

*[Handwritten Signature]*

DATE

10-8-16

PARENT/GUARDIAN SIGNATURE:

*[Handwritten Signature]*

DATE

10-8-16

Please return this application to: Village of La Grange Park; 447 N. Catherine Avenue; La Grange Park, IL 60526  
Fax: 708-354-0241; or [dcurelo@lagraangepark.org](mailto:dcurelo@lagraangepark.org)

# Village Board Agenda Memo

Date: November 2, 2016  
To: Village Board of Trustees  
From: Jim Discipio, Village President  
RE: **Notice of Annual Schedule of Regular Meetings**

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## **GENERAL BACKGROUND:**

State Statute<sup>1</sup> requires public bodies to provide notice of scheduled meetings prior to the start of each calendar year. Staff put together a list of proposed dates for the 2017 calendar year that continues the Village Board's established meeting schedule of a Work Session on the second Tuesday and a regular Village Board meeting on the fourth Tuesday of each month. One exception to this pattern is the month of December where there is one combined meeting, a Village Board Meeting scheduled for December 12, 2017 (see attached proposed Annual Schedule of Regular Meetings for 2017).

This year I welcome the opportunity for discussion to consider further modifications to the proposed schedule. The Village Board may wish to consider some changes to the summer months to allow for vacations as the July and August agenda are typically lighter than other months.

Below are some options, for the Board's consideration:

- Eliminate the July 11<sup>th</sup> Work Session Meeting and include discussion and action on items for the July 25<sup>th</sup> Board Meeting. *This may allow for extended vacation time around Independence Day, and may also work well given the Village's Anniversary Celebration on July 15<sup>th</sup> at Memorial Park; or*
- Eliminate the July 25<sup>th</sup> Board Meeting and include discussion and action on items for a July 11<sup>th</sup> Board Meeting; or
- Either option above for the month of August; or
- Other recommendations as agreed upon by the Board; or
- No changes, as the proposed schedule (past practice), is preferred.

## **ACTION REQUESTED:**

This item is for discussion only at the November 8<sup>th</sup> Work Session. Any modifications to the proposed schedule will be incorporated into a Resolution Approving the Annual Schedule of Regular Meetings for 2017, for the Board's consideration at the November 22<sup>nd</sup> Board Meeting.

*Staff checked in with neighboring communities to see if they make modifications to the summer schedule. That information is attached.*

## **RECOMMENDATION:**

This is a Village Board decision.

## **DOCUMENTATION:**

- SURVEY - Annual Schedule of Regular Meetings – Nearby Communities
- Proposed Annual Schedule of Regular Meeting Dates for 2017

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<sup>1</sup> 5 ILCS 120/2.02(a)

## SURVEY - Annual Schedule of Regular Meetings – Nearby Communities

<b>Village of La Grange</b>	<p>Conducts only one regular meeting during the months of June, July and August.</p> <ul style="list-style-type: none"><li>• Initially conducted the first meeting of the month and then canceled the second. Now they have modified that schedule to cancel the first meeting in August, and convening on the second regular meeting date of the month.</li><li>• While this creates a significant calendar gap, they report that it has worked well for vacation planning after the school year and for moving kids off to college.</li><li>• With the schedule, the workload is managed well. Many contracts are approved in the Spring, up until June. There is less board action required during the summer and it allows the staff to work on implementation and administration. The meeting at the end of August is very close to back to school time and everyone is getting back to focusing on conducting business.</li></ul>
<b>Village of Brookfield</b>	<p>Cancels the first meeting in August.</p> <p>They previously canceled the second meeting but most people move their vacations up now, so it's the first meeting and it works well.</p>
<b>Village of Westchester</b>	<p>They make no modifications to the summer months of the schedule.</p>
<b>Village of Riverside</b>	<p>In past years, they had one meeting each month in July, August, and September. Then about two years ago, they switched back to hosting meetings twice a month.</p>
<b>Village of Western Springs</b>	<p>They schedule two meetings per month and conduct them as necessary. If the agenda appears light, the two meetings will be combined into one. They then will put out a cancellation notice, 48 hours prior and issue and new meeting agenda.</p>

# VILLAGE OF LA GRANGE PARK

La Grange Park Village Hall, 447 N. Catherine Ave., La Grange Park, Illinois

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## Annual Schedule of Regular Meeting Dates for 2017

January 10, 2017	Work Session Meeting	7:30 p.m.	Village Hall
January 24, 2017	Village Board Meeting	7:30 p.m.	Village Hall
February 14, 2017	Work Session Meeting	7:30 p.m.	Village Hall
February 28, 2017	Village Board Meeting	7:30 p.m.	Village Hall
March 14, 2017	Work Session Meeting	7:30 p.m.	Village Hall
March 28, 2017	Village Board Meeting	7:30 p.m.	Village Hall
April 11, 2017	Work Session Meeting	7:30 p.m.	Village Hall
April 25, 2017	Village Board Meeting	7:30 p.m.	Village Hall
May 9, 2017	Work Session Meeting	7:30 p.m.	Village Hall
May 23, 2017	Village Board Meeting	7:30 p.m.	Village Hall
June 13, 2017	Work Session Meeting	7:30 p.m.	Village Hall
June 27, 2017	Village Board Meeting	7:30 p.m.	Village Hall
July 11, 2017	Work Session Meeting	7:30 p.m.	Village Hall
July 25, 2017	Village Board Meeting	7:30 p.m.	Village Hall
August 8, 2017	Work Session Meeting	7:30 p.m.	Village Hall
August 22, 2017	Village Board Meeting	7:30 p.m.	Village Hall
September 12, 2017	Work Session Meeting	7:30 p.m.	Village Hall
September 26, 2017	Village Board Meeting	7:30 p.m.	Village Hall
October 10, 2017	Work Session Meeting	7:30 p.m.	Village Hall
October 24, 2017	Village Board Meeting	7:30 p.m.	Village Hall
November 14, 2017	Work Session Meeting	7:30 p.m.	Village Hall
November 28, 2017	Village Board Meeting	7:30 p.m.	Village Hall
December 12, 2017	Village Board Meeting	7:30 p.m.	Village Hall

# **Commercial Revitalization Committee Divider**

**James Kucera, Chairman  
Jamie Zaura  
Patricia Rocco**

# Village Board Agenda Memo

**Date:** November 8, 2016

**To:** Village President & Board of Trustees

**From:** Emily Rodman, Assistant Village Manager 

Julia Cedillo, Village Manager 

**RE:** TIF District Implementation – Indiana Harbor Belt Property Annexation

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## GENERAL BACKGROUND

The proposed 31<sup>st</sup> Street/Barnsdale Tax Increment Financing (TIF) District includes the parcel commonly referred to as the Praxair property. In order for this property to be included in the TIF District, it must be contiguous to other property within the TIF. The property adjacent to the Praxair property (railroad tracks) is owned by the Indiana Harbor Belt Railroad Company (IHB) and is located outside of the Village's corporate boundaries. In order for the Praxair property to be contiguous to the other property in the proposed TIF, the Village needs to annex the IHB property. The IHB property is approximately 3.2 acres. The remainder of the IHB property that runs through the Village is already within the Village's corporate limits.

The IHB has executed the required Petition for Annexation as prepared by the Village's legal counsel (attached).

## STAFF RECOMMENDATION

In concert with the Village's legal counsel, Kathleen Field Orr & Associates, staff recommends adopting the attached ordinance.

## MOTION/ACTION REQUESTED

In order to facilitate the implementation of the 31<sup>st</sup> Street/Barnsdale TIF in a timely manner, this item is for both discussion and action.

***Motion to Adopt An Ordinance Annexing Certain Territory to the Village of La Grange Park, Cook County, Illinois (Indiana Harbor Belt Railroad Company Right of Way)***

## DOCUMENTATION

- Petition for Annexation
- An Ordinance Annexing Certain Territory to the Village of La Grange Park, Cook County, Illinois (Indiana Harbor Belt Railroad Company Right of Way)

## PETITION FOR ANNEXATION

TO: The President and Board of Trustees  
of the Village of La Grange Park  
Cook County, Illinois

The Petitioner, Indiana Harbor Belt Railroad Company, an Indiana corporation, with offices at 2721 161<sup>st</sup> Street, Hammond, Indiana, respectfully states under oath:

1. Petitioner is the sole owner of record of the property legally described as:  
All of that part of the original 75 foot right of way of the Indiana Harbor Belt Railroad Company, together with that part lying east of a line which is 25 feet west of and parallel with the west line of said original right of way, lying south of the center line of Salt Creek and lying north of the south line of Lot 1 in the division of that part of the east one-half of the northeast quarter of Section 28 Township 39 north, Range 12 east of the Third Principal Meridian, lying south of the center line of Salt Creek, in Cook County, Illinois,

hereinafter described as the "Tract" comprising approximately 139,950 square feet or 3.2 acres, more or less,

with Property Index Number: a part of 15-28-204-002.

as shown on the Plat of Annexation prepared by Chicago Guarantee Survey Company, dated September 30, 2016, attached hereto and made a part hereof by reference.

2. The Tract is not situated within the limits of any municipality but is contiguous to the Village of La Grange Park.

3. That there are no electors residing on the Tract.

4. The foregoing statements of fact are true to the best of Petitioners' knowledge and information.

Petitioner respectfully requests:

1. That the above-described Tract be annexed to the Village of La Grange Park by ordinance of the President and Board of Trustees of the Village of La Grange Park, pursuant to §7-1-8 of the Illinois Municipal Code, (65 ILCS 5/7-1-8).
2. That such other action be taken as is appropriate in the premises.

Dated this 25 day of October, 2016

**Petitioner: Indiana Harbor Belt Railroad Company**

By: Joel Cornfeld

Name: Joel Cornfeld  
Its: General Counsel, IHB

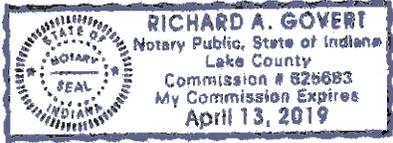
By: Joel Cornfeld  
Name: Joel Cornfeld  
Its: General Counsel, INC

State of Indiana )  
County of Lake ) SS.

I, the undersigned, a Notary Public, in and for said County and State aforesaid, DO HEREBY CERTIFY that Joel Cornfeld, personally known to me to be the General Counsel of the Owner, and personally known to me to be the same person whose name is subscribed to this instrument, appeared before me this day in person and severally acknowledged that they signed and delivered this Petition For Annexation as the free and voluntary act for the uses and purposes therein set forth.

Subscribed and sworn to before me this 25<sup>th</sup> day of October, 2016.

Richard A. Govert  
Notary Public



Filed with me on this 26<sup>th</sup> day of October, 2016 at 4:00 o'clock at the office of the Village Clerk, 447 North Catherine Avenue, La Grange Park, Illinois.

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

**ORDINANCE NO. 1038**

**AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE VILLAGE OF  
LA GRANGE PARK, COOK COUNTY, ILLINOIS  
(Indiana Harbor Belt Railroad Company Right of Way)**

**WHEREAS**, the Village of La Grange Park (the "*Village*") is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

**WHEREAS**, a duly executed Petition For Annexation, signed on behalf of the Indiana Harbor Belt Railroad Company, an Indiana corporation, as the owner of record has been filed with the Village requesting that certain territory legally described hereinafter be annexed to the Village ; and,

**WHEREAS**, there are no electors residing within said territory; and,

**WHEREAS**, the said territory is not within the corporate limits of any municipality, but is contiguous to the Village; and,

**WHEREAS**, it is in the best interests of the Village of La Grange Park that said territory be annexed.

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

**Section1:** That the legal description of the territory to be annexed is as follows:

All of that part of the original 75 foot right of way of the Indiana Harbor Belt Railroad Company, together with that part lying east of a line which is 25 feet west of and parallel with the west line of said original right of way, lying south of the center line of Salt Creek and lying north of the south line of Lot 1 in the division of that part of the east one-half of the northeast quarter of Section 28 Township 39 north, Range 12 east of the Third Principal Meridian, lying south of the center line of Salt Creek, in Cook County, Illinois, comprising approximately 139,950 square feet or 3.2 acres, more or less, with Property Index Number: a part of 15-28-204-002.

**Section 2:** That the territory described in Section 1 above is hereby annexed to the Village of La Grange Park, Cook County, Illinois.

**Section 3:** That the Village Clerk is hereby directed within 90 days from the effective date of this Ordinance to record or cause to be recorded with the Office of the Cook County Recorder and to file with the County Clerk a certified copy of this Ordinance, together with the Plat of Annexation of the territory annexed prepared by Chicago Guarantee Survey Company, dated September 30, 2016, attached hereto and made a part hereof as Exhibit A.

**Section 4:** That 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 \_\_\_\_\_, 2016.

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

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

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

Approved this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Village President

Attest:

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

**EXHIBIT "A"**

**Plat of Annexation**

# Plat of Annexation

## To the Village of La Grange Park

### Cook County, Illinois



**PROPERTY TO BE ANNEXED:**

ALL THAT PART OF THE ORIGINAL 75 FOOT RIGHT OF WAY OF THE INDIANA HARBOR BELT RAILROAD COMPANY, TOGETHER WITH THAT PART LYING EAST OF A LINE WHICH IS 25 FEET WEST OF AND PARALLEL WITH THE WEST LINE OF SAID ORIGINAL RIGHT OF WAY, LYING SOUTH OF THE CENTER LINE OF SALT CREEK, AND LYING NORTH OF THE SOUTH LINE OF LOT 1 IN THE DIVISION OF THAT PART OF THE EAST ONE-HALF OF THE NORTHEAST QUARTER OF SECTION 28 TOWNSHIP 38 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTH OF THE CENTER LINE OF SALT CREEK, IN COOK COUNTY, ILLINOIS.

CONTAINING 139,850 SQUARE FEET OR 3.2 ACRES, MORE OR LESS.

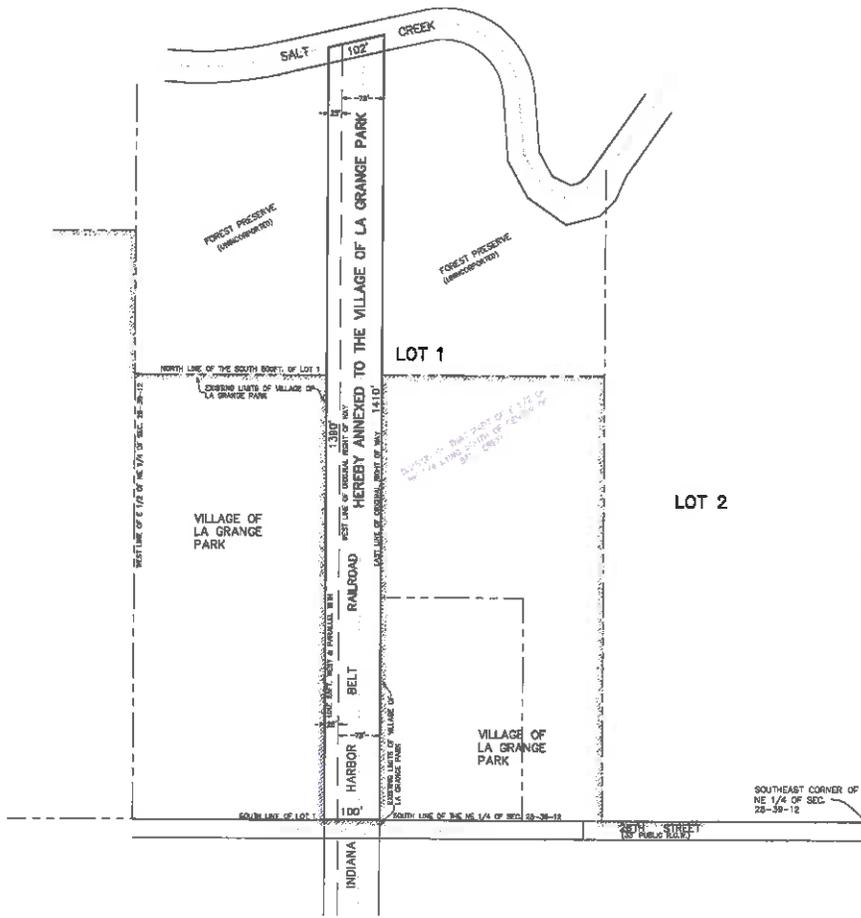
PIN: 15-28-204-002

RESERVED FOR COOK CO.

RESERVED FOR THE VILLAGE OF LA GRANGE PARK



**COPY**



**LA GRANGE PARK VILLAGE BOARD CERTIFICATE**

(STATE OF ILLINOIS )  
(COUNTY OF COOK )

THIS IS TO CERTIFY THAT THIS ACCURATE MAP OF TERRITORY ANNEXED IS IDENTIFIED AS THAT INCORPORATED INTO AND MADE A PART OF THE VILLAGE OF LA GRANGE PARK BY ORDINANCE NO. \_\_\_\_\_ ADOPTED BY THE VILLAGE BOARD SAID VILLAGE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D. 20\_\_\_\_.

BY: \_\_\_\_\_  
VILLAGE BOARD PRESIDENT

PRINTED NAME \_\_\_\_\_

ATTEST: \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

**SURVEYORS CERTIFICATE**  
STATE OF ILLINOIS  
COUNTY OF COOK

I, \_\_\_\_\_, A PROFESSIONAL ILLINOIS LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE PREPARED THE PLAT HEREON DRAWN FROM PREVIOUS PLATS AND RECORDS FOR INFORMATION PURPOSES AS SHOWN ON THE PLAT HEREON DRAWN. DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

SIGNED ON \_\_\_\_\_

BY: \_\_\_\_\_

PROFESSIONAL ILLINOIS LAND SURVEYOR NO. \_\_\_\_\_  
MY LICENSE EXPIRES November 30, 2016

CLIENT: 88 FEDERAL DEVELOPMENT 882008	DRAWN: BWN
ADDRESS: 118 N. 15TH ST., LA GRANGE, ILL.	DATE: 08/23/16
<b>CHICAGO GUARANTY SURVEY COMPANY, INC.</b>	
P.O. BOX 100 LA GRANGE, ILLINOIS 60138 480 NORTH FARM ROAD, CHICAGO, ILL. 60607 TELEPHONE: 630-288-6424 FAX: 630-288-6478 WWW.CHICAGO-GUARANTY.COM	
PROJECT: 2016-23098-001	SHEET: 1 of 1
© 2016 CHICAGO GUARANTY SURVEY COMPANY, INC.	

# Village Board Agenda Memo

**Date:** November 8, 2016  
**To:** Village President & Board of Trustees  
**From:** Emily Rodman, Assistant Village Manager   
Julia Cedillo, Village Manager   
**RE:** Business Development District Implementation – Timeline

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## GENERAL BACKGROUND

The Village engaged the services of S.B. Friedman Development Advisors in May of this year to assist with the implementation of two Tax Increment Financing (TIF) Districts and four Business Development Districts (BDD's). The Village Board initially expressed support for proceeding with implementation of the TIF Districts first (anticipated to be completed in January 2017) followed by implementation of the four BDD's (anticipated to begin in February 2017).

In order to effectuate the sales tax increase associated with a BDD, the Village must complete the implementation process and file the BDD with the Illinois Department of Revenue. The annual filing deadlines are April 1<sup>st</sup> for a July 1<sup>st</sup> effective date and October 1<sup>st</sup> for a January 1<sup>st</sup> effective date. In order to ensure that the BDD's implementation process is completed prior to the April 1<sup>st</sup> deadline, staff believes the Village may want to proceed with BDD implementation earlier than initially planned.

## STAFF RECOMMENDATION

The Village has four options for proceeding with BDD implementation:

- a) Proceed status quo – beginning the process in February 2017 with implementation by October 2017
- b) Proceed now with implementation by April 2017 – Option 1
- c) Proceed now with implementation by April 2017 – Option 2
- d) Proceed now with implementation of Village Market BDD by April 2017 and then implement 31<sup>st</sup> Street BDD's by October 2017

The proposed timeline associated with items "b" and "c" above are attached. Staff will provide a brief presentation outlining each of the options at the November 8<sup>th</sup> Work Session.

## MOTION/ACTION REQUESTED

The Village's contract with S.B. Friedman that was approved in May 2016 authorizes the Phase 2 work associated with implementation of the four BDD's. Staff is requesting the Village Board provide feedback on the preferred timeline for BDD implementation.

## DOCUMENTATION

- Preliminary Business District Designation Timeline (prepared by S.B. Friedman)

Village of La Grange Park  
Preliminary Business District Designation Timeline

**DRAFT**  
11/3/2016

Designation Step	Details	Estimated Timeline	
		Option 1	Option 2
Update eligibility, conduct additional fieldwork, prepare Plan document & prepare address lists		Through 1/4/17	Through 1/13/17
SBF transmits Plans to Village Staff and Legal Counsel for Review		01/04/17	01/25/17
SBF incorporates Village comments, finalizes Plans		01/13/17	02/03/17
File plans with Village Clerk	Friday before Village Board meeting	01/20/17	02/10/17
Review Plans with Village Board (Not statutorily required)		01/24/17	02/14/17
Adopt Ordinances setting time & date of public hearings		01/24/17	02/14/17
Publish first notice of Public Hearing	Not more than 30 days before hearing	01/25/17	02/22/17
Publish second notice of Public Hearing	Not less than 10 days before hearing	02/01/17	03/01/17
Public hearings		02/14/17	03/14/17
Introduce Business District ordinances		02/14/17	03/14/17
Adopt Business District ordinances	Not more than 90 days after the public hearing	02/28/17	03/28/17

Key TIF Approval Dates	Board Meeting
<i>TIF Public Hearings</i>	<i>1/10/2017</i>
<i>TIF Ordinances Introduced</i>	<i>1/24/2017</i>
<i>TIF Ordinances Adopted</i>	<i>1/24/2017</i>