

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
FEBRUARY 24, 2016, 7:30 P.M.
LIBRARY MEETING ROOM**

MINUTES

1. **Call to order.** President Wendee Greene called the meeting to order at 7:30 p.m.
2. **Roll call.** Members present: Trustee Ed Earl, Trustee Susan Eblen, Trustee David Humphreys, Trustee Art Jaros, Trustee Thomas Read, President Wendee Greene. Also present: Director Rick Ashton, Assistant Director for Support Services Sue O'Brien, Assistant Director for Public Services Bonnie Reid, Kids Room Manager Allyson Renell, Public Relations Manager Melissa Doornbos, Downers Grove residents Ed Pawlak, Lauren Stull, Violet Lalicon-Radwill
3. **Welcome to visitors.** President Greene welcomed visitors and thanked them for their interest in the work of the Library.
4. **Approval of Minutes.**
 - a. January 27, 2016, Regular Monthly Meeting. It was moved by Jaros and seconded by Earl THAT the Minutes of the January 27 meeting be approved as circulated. Roll Call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: None. Abstentions: None.
5. **Financial Matters.**
 - a. January 2016 Financial Report. Ashton reported on the figures.
 - b. Approval of January 2016 Invoices. It was moved by Read and seconded by Eblen THAT January 2016 invoices totaling \$104,848.96 and January 2016 credit memos totaling \$366.66 be approved and January payrolls totaling \$210,171.80 be recognized. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: none. Abstentions: none.
6. **Public Comment on Agenda items.** President Greene invited comment. There was none.
7. **Public comment on other Library business.** President Greene invited comment. Ashton invited Allyson Renell, Kids Room Manager who joined the staff in October 2015, to introduce herself. Ms. Renell expressed her appreciation for the STEM-related

initiatives of the Library. She thanked the Board for the opportunity to work at the Library.

8. Unfinished Business.

- a. Building projects. Report and recommendation from Shales McNutt Construction regarding contract awards for lighting projects and acoustical panel project. Requested action: approval of recommended contract awards (attached).

Ashton reported that the competitive bids for these contracts had come in well below initial estimates. He explained the availability of funding in the Library budget.

It was moved by Jaros and seconded by Humphreys THAT the recommended contracts be awarded. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: none. Abstentions: none.

- b. Proposed Purchasing Policy. Requested action: discussion.

The Board discussed the proposed Policy (attached). Jaros suggested several editorial changes which did not change the substance of the policy. After discussion, the Board directed staff to bring the proposed policy, including the suggested changes, before the Board for action at the March meeting.

- c. Report and recommendation from Library staff regarding proposed surveillance camera installation (attached). Requested action: Approval of recommendation.

The Board took action on two motions:

It was moved by Jaros and seconded by Eblen THAT the Board approve the staff recommendation (attached) not to spend Library funds for additional surveillance cameras. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: None. Abstentions: None.

It was moved by Read and seconded by Eblen THAT the Library take no further action on the proposed installation of surveillance cameras. Roll call: Ayes: Eblen, Humphreys, Read, Greene. Nays: Earl, Jaros. Abstentions: None.

- 9. Report of the Director.** Ashton presented his written report (attached).

10. Board Member comments and requests for information.

Read reported that he and Ashton had attended an Illinois Library Association legislative luncheon on February 12. Although the dozen state legislators who were

present expressed positive support for libraries, they were unable to indicate what budget-related or other actions might soon be forthcoming from the legislature.

Humphreys expressed his support for the World Languages Collection initiative mentioned in Ashton's report. He considered this an important added feature for both residents and visitors to Downers Grove.

Earl inquired concerning any schedule changes or added meetings. This included the Friends of the Library meeting scheduled for February 25 and the calendar of activity for the Director search. Ashton reported that there have been no changes.

Earl also reported on his visit to the Girls Who Code program being held weekly at the Library. He expressed great appreciation for the Library's strategic initiative in hosting the program in collaboration with the Girls Who Code organization. He was glad also to see the involvement of a teacher from Community School District 58, assisting with the program for the purpose of her own learning. He endorsed the Library's identification of an important community need and response to it.

Humphreys commented on the connections between technical skills and involvement with the arts, especially in music. He indicated his support for the Library's broad activity in both areas.

Greene invited members of the Board to a farewell dinner for Ashton, to be held at a location to be determined on March 9 at 6:00 p.m.

11. New Business: Executive Session.

- a. Arrangements for executive management from April 1, 2016, until the appointment of the next Director. Requested action: Approval of a motion to go into executive session, as authorized by the Illinois Open Meetings Act, 5 ILCS 120/2(c)(1), for discussion of the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee.

It was moved by Humphreys and seconded by Earl THAT the Board recess the public session and convene in executive session for the stated purpose. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: None. Abstentions: None.

- b. The Board met in executive session beginning at 8:38 p.m. for the stated purpose. Roll Call in executive session. Members Present: Earl, Eblen, Humphreys, Jaros, Read, Greene. Also present: Director Ashton, Assistant Director Reid, Assistant Director O'Brien.

Discussion in executive session: The Board discussed the proposal from Sue O'Brien and Bonnie Reid to serve as Co-Interim Directors of the Library from April 1, 2016 until the next Director begins work.

- c. Reconvening of a public session. President Greene adjourned the executive session and re-convened the Board in public session at 9:24 p.m.
- d. Approval of any motions resulting from discussion in executive session. It was moved by Eblen and seconded by Earl THAT the Board accept the proposal from Bonnie Reid and Sue O'Brien to serve as Co-Interim Directors from April 1, 2016 until the time the new Director begins work. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: None. Abstentions: None.

12. **Adjournment.** President Greene adjourned the meeting at 9:25 p.m.



shalesmcnuttt CONSTRUCTION

February 18, 2016

Mr. Rick Ashton
Library Director
Downers Grove Public Library
1050 Curtiss Street
Downers Grove, IL 60515

Re: Downers Grove Public Library
Lighting & Acoustic Panel Revisions
Recommendation of Award

Dear Mr. Ashton,

Shales McNutt Construction received bid proposals on behalf of the library on Monday, February 15, 2016, for the following bid packages:

BP 09 - Acoustic Panel/Drywall
BP 026- Electrical/Lighting Systems

We have had an opportunity to review with the apparent low bidders their respective scopes of work and adherence to the contract documents. It is our recommendation to award the contracts for this package to the apparent low bidders: Just Rite Acoustics and Ron Jones Electric respectively.

It is our intent, with board approval, to provide a Notice to Proceed to the contractors noted on Thursday, February 25, 2016 and proceed into the construction phase of the project.

We thank you in advance for your time and consideration in this matter.

Sincerely,

David M. Hempel
Project Manager
Shales McNutt Construction

CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING | DESIGN BUILD

425 Renner Drive | P (847) 622 1214 | shalesmcnuttt.com
Elgin, Illinois 60123 | F (847) 622 1224

**Downers Grove Public Library
Lighting Acoustic Panel Revisions**

February 18, 2016



Trade Item	
Acoustic Panels/Drywall	\$44,000.00
Electrical/Lighting	\$22,915.00
Window Coverings	By Owner
Subtotal	\$66,915.00
SMC Field/Office Administration (4 week duration-part time)	\$16,000.00
General Requirements/Project Cleanup (5% of Project Costs)	\$3,346.00
Construction contingency (5%)	\$3,346.00
Performance and Payment Bonds	Included in above Trade Items
O & P/Insurance (4.5%)	\$3,882.00
Subtotal	\$93,489.00
Pre-Construction	\$5,500.00
Architectural/Engineers Fees	\$7,500.00
Subtotal	\$106,489.00
TOTAL PROJECT COST	\$106,489.00

Downers Grove Public Library

**Lighting Acoustic Panel Revisions
Summary of Award Recommendations**

Shales McNutt Construction

Bid Package	Recommended Contractor	Recommendation Amount
09 - Acoustic Panels/Drywall	Just Rite Acoustics, Elk Grove Village	\$ 44,000.00
026- Electrical	Ron Jones Electric, South Elgin	\$ 22,915.00
	Total Bids	\$ 66,915.00

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
OCTOBER 28, 2015**

**AGENDA ITEM 9A
PROPOSED PURCHASING POLICY**

REQUESTED ACTION: DISCUSSION

1.7 FINANCIAL POLICY

1.7.7 Purchasing.

1.7.7.1 Policy. The Downers Grove Public Library, in support of its mission of service to the public, purchases goods and services from local, national, and international suppliers. To conduct this purchasing legally, economically, fairly, and efficiently, the Library adopts the provisions of this policy.

1.7.7.2 Legal Framework. The following statutes govern the Downers Grove Public Library's purchasing:

Illinois Local Library Act 75 ILCS 5

State Officials and Employees Ethics Act 5 ILCS 430

Governmental Joint Purchasing Act 30 ILCS 525

Prevailing Wage Act 820 ILCS 130

Local Government Prompt Payment Act 50 ILCS 505

Local Government Professional Services Selection Act 50 ILCS 510

Public Contract Fraud Act 30 ILCS 545

Public Construction Bond Act 30 ILCS 550

1.7.7.3 Board Responsibility. Library Board approval of the annual budget serves as authorization for spending within the boundaries of the operational plan supported by the budget. After formal adoption, the budget may be modified only with Board approval. In addition, Board approval will be required for all purchases conducted through formal competitive bidding and for any other purchase exceeding \$20,000.

1.7.7.4 Capital Expenditures. All purchases or contracts for capital expenditures (buildings, construction work on buildings, major equipment) in excess of \$20,000 shall be awarded through a formal, advertised, public bidding process as required by law, to the lowest responsible bidder, and shall require Board approval.

1.7.7.5 Staff Responsibility. The Director will approve or oversee all purchases or contracts between \$5,000 and \$20,000. These purchases or contracts may be made without competitive bid requirements, but will, whenever possible, be based on at least three documented price quotes. Purchases up to \$5,000 may be made by designated staff members with attention to lowest possible cost and highest possible quality, performance, and service capability.

1.7.7.6 Professional Services. Contracts for professional services, such as architecture, construction management, consulting, or legal services, may be awarded based on a formal or informal Request for Proposal and interview process.

1.7.7.7 Sole Source Purchases. Purchases and contracts up to \$20,000 may be awarded by the Director without competitive process, where the Director has determined that there is only one feasible source for the goods or services in question. These include utilities, library materials, proprietary software systems such as mechanical controls and fire alarm systems, or the unique expertise of a vendor. Sole source purchases exceeding \$20,000 require Board approval.

1.7.7.8 Emergencies. In a bona fide emergency, such as a condition that threatens the safety of the public or staff or the integrity of the Library's building or other major property, the Director may make purchases over \$20,000 per vendor to restore stability to the situation. Whenever possible, the Director will confer with the Board President when making such a purchase of goods or services. The Director will document for Board information the circumstances surrounding the emergency and the response.

1.7.7.9 Credit Cards. Library staff members may use Library credit cards when the staff members are making on-line purchases with a vendor who only accepts credit cards for payment, when invoicing and payment by check are not feasible, or where out-of-pocket expenses such as those associated with attendance at a professional conference are involved. Staff members will submit detailed documentation of all credit card expenditures. Monthly, administrative staff will audit all credit card expenditures and report them to the Board.

1.7.7.10. Enforcement. The Director, under the policy oversight of the Board, is responsible for enforcement of this policy.

Surveillance Cameras in the Public Computer Area

Rationale: We have cameras at both entrances to help us identify and capture pictures of patrons who have caused repeated or serious problems in the library. We can easily distribute the photo of a problem patron to all staff, so everyone knows what he/she looks like. Therefore, we know we are talking about the same person if that person causes problems in multiple departments.

The entrance cameras also occasionally provide information for a police investigation. Following the bomb-scare evacuation of the building late last year, Downers Grove police were able to review video files to look for any persons known to have conflicts with the police. From this review, the police identified at least one individual, whom they later interviewed, but did not detain, at the Library.

We added cameras in the windowless spaces of Media Lab to protect staff and patrons from accusations of harassment, to monitor a group's use of the room to make sure the group is using it properly, and to prevent theft of library equipment.

Purpose of Cameras: Violet Lalicon-Radwill would like the Library to add cameras to the computer area to catch people who stole from other people. Other uses: If there was an altercation between patrons, it would be recorded. Staff might also have the means to monitor patrons' computer and internet activity..

Staff Impact: Looking through the camera's data is a very laborious, time-intensive task. In addition, explaining the reason(s) for the cameras and reassuring patrons would take time, too. We would anticipate numerous complaints from regular computer users that would need to be addressed.

Cost: When we added the two cameras to the Media Lab, the complete cost was \$1985.00. To cover the complete computer area, we would most likely need four additional cameras, in comparison to the Media Lab's two cameras, doubling the cost. Also, to handle the additional cameras, a higher capacity surveillance camera data system would have to be added, replacing our current system, at a cost of around \$2,000 (around \$6000.00 total).

Policy implications: Would people feel comfortable using the library's computers? Would they feel that their privacy was being respected if they knew we were monitoring/taping the area? Probably not. While people should not be entering sensitive information into our computers, our computers may be the only access to the Internet that they have. Would it discourage patrons from using the library's computers? If we say we are putting cameras in the computer area to catch thieves (and we have had only a single claim that a theft occurred in the area) then we should put cameras throughout the library, since theft could occur anywhere in the building.

Customer and public opinion: There would be a great deal of concern by computer users for their privacy. People would feel we were monitoring their Internet use. They could claim we are tracking their user ids and passwords, bank information, etc. If an account was breached, would they blame library staff? Would it make the library seem less welcoming/safe if it looked like we felt the need to put additional cameras in the open/public areas of the library? We're sure some people (who don't use the computers) would think cameras in the area would be a good idea, so we could make sure people don't access sexually explicit material on the computers.

Recommendation: Should we spend a fair amount of money for additional cameras when we've only had one recent alleged theft? We think not. We think the answer to the theft question is that as in any public building/area, patrons need to keep their valuables with them. It astonishes us when we see a plugged in laptop on a table with no one in sight!

Sue O'Brien
Dale Galiniak
February 9, 2016

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
FEBRUARY 24, 2016**

**AGENDA ITEM 9
REPORT OF THE DIRECTOR**

- a. Web Site changes. Library staff continue the effort to make the web site most effective for the public. The most recent step in this process has been the introduction of drop-down menus throughout the site. Many web site users find this design feature helpful in searching a site. Functioning of this feature on phones and other mobile devices has required some additional technical work, with details being resolved.
- b. Friends of the Library Gift. The Downers Grove Friends of the Library have agreed to make a \$6000 gift to the Library in 2016. This gift will provide \$2000 for sponsorship of the summer reading program, \$2000 for purchase of early childhood enrichment materials for the Kids Room, and \$2000 for part of the cost of purchase and installation of large-format monitors in Study Room 1 and Conference Room B. All three of these projects will enhance the Library's services to the community. Many thanks to the Friends.
- c. 3D Printer emissions concerns. Please see the attached memorandum. Library staff will monitor and respond to any developments in this area.
- d. World Language Collection. Please see the attached memorandum.
- e. Recent Library Statistics. Overall activity levels continue to increase.
- f. Recent Media Coverage. See attached.

DOWNERS GROVE PUBLIC LIBRARY**BOARD OF TRUSTEES****FEBRUARY 24, 2016****NOTES ON 3D PRINTER EMISSIONS**

On February 3, 2016, the Blue Sky Innovation department of the Chicago Tribune posted on line an article, "3D printer study drills down on potentially harmful emissions," by Ally Marotti. The article can be found at

<http://www.chicagotribune.com/bluesky/originals/ct-3d-printer-emissions-health-risks-bsi-20160203-story.html>

The newspaper posting is based on a scientific journal article and interviews with several scientists, academics, and bureaucrats. It does not reach any particular conclusions, except to confirm that 3D printers emit various levels of ultrafine particles. Some of the individuals quoted in the newspaper suggest a degree of concern that exceeds the findings or conclusions of the journal article.

The journal article: Brent Stephens, Parham Azimi, Zeineb El Orch, Tiffanie Ramos, "Ultrafine particle emissions from desktop 3D printers," Atmospheric Environment, 79 (November 2013), 334-339. It can be found at

<http://www.sciencedirect.com/science/article/pii/S1352231013005086>

DGPL staff have read the portions of the article that are accessible to lay readers. From that reading, the following observations emerge:

1. The scientific study, a very limited, preliminary investigation, is much less definitive than the newspaper report. The authors acknowledge several methodological defects.
2. The study tested five 3D printers and 9 different printing materials in an unventilated office space of about 45 cubic meters (a medium-sized office similar to those occupied by DGPL Assistant Directors). It determined that all the printers tested emit varying levels of ultrafine particles, varying widely by the type of printing materials used. DGPL uses two of the tested materials in its 3D printers. About 90% of the use is of Polyactic Acid (PLA), a biodegradable corn-based plastic that prints at a lower temperature. About 10% is Acrylonitrile Butadiene Styrene (ABS), the plastic used in Lego blocks. When used on an industrial scale at high temperatures, these materials are typically handled in an industrial ventilation system.

3. Emission rates were described as follows: “For comparison, our estimate of the total UFP emission rate for a single PLA-based 3D printer...was similar to that reported during cooking with an electric frying pan.... The same 3D printer utilizing a higher temperature ABS feedstock had an emission rate estimate....similar to that reported during grilling food on gas or electric stoves at low power....but approximately an order of magnitude lower than gas or electric stoves operating at high power.... [numerical descriptions of levels omitted]. Regardless, the desktop 3d printers measured herein can all be classified as ‘high emitters’ with UFP emission rates greater than 10^{10} particles per min...” (337-338)

4. Conclusions: “These results suggest caution should be used when operating some commercially available 3D printers in unvented or inadequately filtered indoor environments. Additionally, more controlled experiments should be conducted to more fundamentally evaluate aerosol emissions from a wider range of desktop 3D printers and feedstocks.” (339)

Library staff have determined that Underwriters Laboratories has begun additional studies at Georgia Tech and Emory University. Presumably these will be larger and more rigorous than the study reported here. Staff will maintain awareness of further developments and respond appropriately. Meanwhile, it does not appear that there is any imminent threat to members of the staff or members of the public.



Rick Ashton <rashton@dglibrary.org>

Information about the new World Language Collection

1 message

Nicole Wilhelms <nwilhelms@dglibrary.org>

Tue, Feb 9, 2016 at 10:26 AM

To: All Staff <staff@dglibrary.org>

Dear Staff,

The Library was recently mentioned (copied below) in the Sound Off section of the Downers Grove Suburban Life Newspaper.

Entire text: "I am disgusted that my tax dollars are being used to stock Spanish-language books at the Downers Grove library. English is the language of America, and if you live here, learn it. If things are presented in a foreign language, it will only encourage them to never learn English. No foreign language books, just CDs to learn English."

So that we are all informed, here are the details about this new collection.

The World Language Collection includes materials in Spanish, Chinese, and Polish. This collection is a response to numerous requests at the Ask Us Desk from customers for materials written in other languages. The purpose of this collection is to provide materials being asked for by our customers and to support the curriculum at the local schools.

- Most of these requests are for materials in Spanish. Some of these requests are from students in District 99 schools who are taking Spanish and are required to read books in Spanish. 40% of students at Downers Grove South take Spanish and 39% of students at Downers Grove North take Spanish.
- We receive requests from college students seeking to practice their Spanish reading skills.
- We regularly receive requests from adult customers who are native Spanish speakers or fluent in Spanish as a second language.
- We have also received requests for materials in languages other than Spanish, specifically for items in Polish and Chinese. Having a collection of books in Polish and Chinese will allow the library to provide materials being asked for by customers.

The Children's Department has had a collection of materials in other languages, including Spanish, for years. Creating the collection for teens and adults simply means we are expanding our world language services to include teens and adults.

In 2016, we will spend \$5,250 to purchase titles in Spanish, Polish, and Chinese. This is 2.25% of our \$233,000 budget for adult and teen print books.

Thank you,
Nicole Wilhelms
Adult & Teen Services Manager
Downers Grove Public Library
630-960-1200 ext. 244
nwilhelms@dglibrary.org

What I'm Reading: **Consider the Lobster** by David Foster Wallace
Spark Joy by Marie Kondo

	JAN 16	%	JAN 15	%	JAN 14	%
Circulation						
Checkouts						
Selfchecks	49,146	77%	48,453	77%	40,968	64%
Staff desk	14,389	23%	14,705	23%	22,802	36%
Total checkouts	63,535		63,158		63,770	
Renewals						
Selfchecks	1,405		800		290	
Staff desk (incl. phone)	2,549		3,389		3,211	
Patron online renewals	10,322		7,235		5,128	
Total renewals	14,276		11,424		8,629	
Total item checkout and renew	77,811		74,582		72,399	
Ebooks-Overdrive	4,247		4,133		3,672	
Ebooks-3M	2,758		860		858	
Emagazines-Zinio	643		750		1,062	
Hoopla	525					
Total Circulation	85,984		80,325		77,991	
Reference Questions (Info Desk)	173		157			
Reserves Processed						
Received from ILL	7,923		6,809		7,746	
ILL sent	4,490		5,690		5,827	
OCLC requests processed	661		750		847	
Gate Count						
North	28,872		27,268		20,874	
South	14,148		13,016		11,636	
Total	43,020		40,284		32,510	
Registrations						
New resident library Cards	192		216		161	
New fee cards	8		9		16	

Current borrowers	31,129		29,586		29,220
Active fee cards	136		141		156
REVENUE:	Cash	Online Payment	Credit Cards at Desk	Credit Cards at Selfchecks	Total
4410 Sale of Materials	\$955.35		\$60.00		\$1,015.35
4502 Charges for Services	\$22,384.49		\$181.50		\$22,565.99
4509 Fees for Non-Residents	\$280.00		\$840.00		\$1,120.00
4571 Meeting Room	\$320.00		\$140.00		\$460.00
4581 Fines	\$2,602.59	\$1,059.30	\$1,578.85	\$2,792.76	\$8,033.50
4590 Cost Recovered for Svcs.	\$262.03	\$215.00	\$703.00	\$165.00	\$1,345.03
4820 Contributions, Operating	\$125.00				\$125.00
	\$26,929.46	\$1,274.30	\$3,503.35	\$2,957.76	\$34,664.87

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total
2015													
Teen Desk													
Reference	140	155	233	205	190	148	168	179	81	110	100	122	1,831
Readers' Advisory	11	7	10	12	6	14	22	16	7	6	5	9	125
Ask Us Desk													
Reference	4,287	3,966	4,710	4,416	4,039	4,813	5,015	4,665	4,056	4,645	4,328	4,036	52,976
Readers' Advisory	82	91	107	77	84	113	174	133	102	105	189 [1]	77	1,334
IM	22	8	24	19	19	13	15	12	22	15	17	11	197
Total	4,542	4,227	5,084	4,729	4,338	5,101	5,394	5,005	4,268	4,881	4,639	4,255	56,463
Teen Central Use													
Study	650	310	440	391	435	388	334	383	547	654	781	522	5,835
Gaming	114	81	141	157	164	264	351	406	205	120	138	111	2,252
Maker	8	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	-
Database Statistics													
Sessions	14,855	5,378	4,993	6,619	18,746	24,866	4,319	4,497	4,661	6,332	8,424	6,880	110,570
Searches	7,826	8,946	9,686	13,030	7,037	8,563	8,966	7,153	8,989	12,414	10,797	6,657	110,064
eMediaLibrary													
ebooks	3,297	3,053	3,192	2,777	3,002	3,181	3,441	3,174	3,007	2,831	2,772	2,817	36,544
eaudiobooks	836	718	834	719	758	771	950	957	982	943	843	823	10,134
Total	4,133	3,771	4,026	3,496	3,760	3,952	4,391	4,131	3,989	3,774	3,615	3,640	46,678
3M Cloud Library													
Zinio	750	656	797	633	667	568	595	720	693	541	493	576	7,689
Pamphlet File													
Added	0	0	8	7	0	0	12	6	0	5	4	0	42
Withdrawn	0	0	0	0	0	0	0	0	0	0	0	0	0
Hoopla													
TV & Movie				120	167	169	145	104	109	135	116	132	
Music CDs				113	137	93	109	70	71	78	71	105	
Audiobooks				40	66	67	79	92	69	117	93	101	
Books & Comics				n/a	n/a	51	52	41	35	54	50	81	

Total				273	370	380	385	307	284	384	330	419	3,132
Book Discussions													
Fiction	n/a	10	14	10	16	13	8	17	6	4	11	n/a	109
Nonfiction	n/a	6	7	14	10	7	n/a	5	3	6	5	n/a	63
Homebound													
Number of Patrons	12	13	11	10	10	11	13	15	14	19	15	15	158
Number of Items	96	87	82	82	73	78	84	65	50	90	71	52	910

• SOUND OFF

Continued from page 10

Congrats to library

Congratulations and happy 125th birthday to the Downers Grove Public Library, an institution that has served not just the community of Downers Grove but the western suburbs very well over these years, not just with programming for all ages [but also] with materials and the good service and great surroundings that all libraries should have. Other libraries in the area, particularly the Woodridge Public Library, should take note and try to play catch up with the Downers Grove library. ... Hopefully they will be around for another 125 years.

Books in Spanish

I am disgusted that my tax dollars are being used to stock Spanish-language books at the Downers Grove library. English is the language of America, and if you live here, learn it. If things are presented in a foreign language, it will only encourage them to never learn English. No foreign language books, just CDs to learn English.

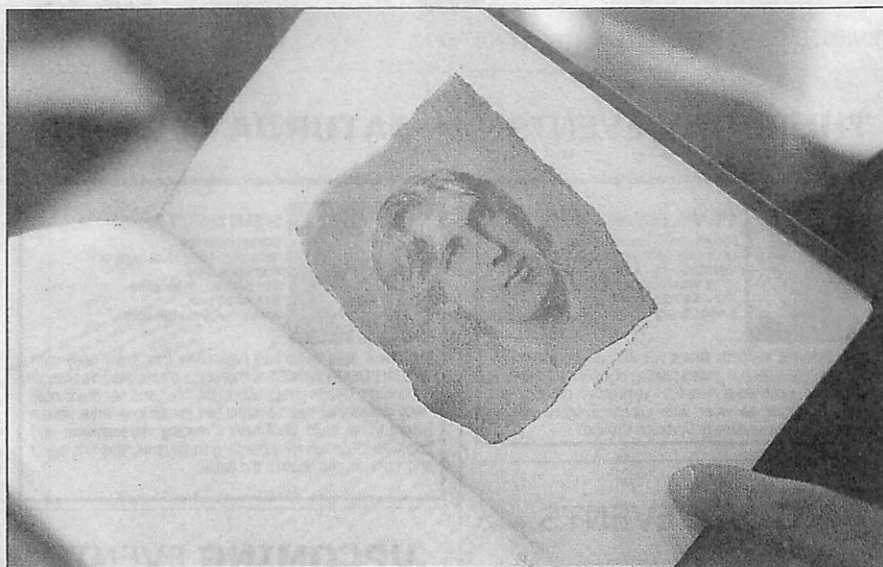
Raises for some

Downers Grove library staff gets 3.5 percent raise in 2016. The Downers Grove village manager and village attorney get raises for 2015 and 2016. People on public pensions get a 3 percent cost-of-living raise every year, no matter what. Public employees get a raise every year under their contracts. Seniors on Social Security get no cost-of-living increase for 2016 but will get a raise in their property tax bill. Sounds fair to me.

SOUND OFF



SD • Wednesday, February 3, 2016 • mysuburbanlife.com • Suburban Life DGR



HEATHER CHARLES/CHICAGO TRIBUNE

A 1911 limited edition "The Picture of Dorian Gray" by Oscar Wilde was returned to the Chicago Public Library during a 2012 amnesty program, 78 years after it was taken out.

Got overdue books?

Chicago Public Library waiving late fees until Feb. 18; last amnesty brought in more than 101,000 items

By NARA SCHOENBERG
Chicago Tribune

For the first time in more than three years, the Chicago Public Library is offering amnesty to those who owe book fines.

Through Feb. 18, you can return your overdue library materials and all late fees will be waived.

"What we learned in the last fine amnesty was sort of astonishing," said library Commissioner Brian Bannon.

"We welcomed home so many library materials; it was pretty extraordinary. But the part we hadn't anticipated was the number of patrons we welcomed back. During the last fine amnesty, which was three weeks, 40,000 library patrons re-upped their library card, which is sort of unprecedented for us."

The library wants more of those unreturned items and more opportunities to reconnect with patrons, Bannon said.

During the last amnesty

program, in 2012, the library reported receiving 101,301 overdue items, valued at approximately \$2 million, and waived \$641,820 worth of fines. The late materials ranged from items only a few weeks overdue to one book that had been due since 1934.

That last item was a limited edition of "The Picture of Dorian Gray" by Oscar Wilde, which had been overdue for 78 years.

The library caps late fees at \$10, but if a fine of 20 cents a day had been enforced, the "Dorian Gray" borrower would have accrued \$5,694 in late fees.

The amnesty program, titled "Welcome Home," will include humorous "Wanted" posters in libraries, and videos featuring local librarians making pleas for overdue materials.

"They've done these really funny videos in multiple languages; we have one in Spanish, one in Chinese," Bannon said.

The library will be releasing the videos one at a

time on social media.

The amnesty program is the first part of a larger public awareness campaign called "Home of the Curious," created by the Chicago Public Library's pro bono partner, advertising agency FCB Chicago, and sponsored by the Chicago Public Library Foundation.

"Welcome Home" will include banners outside library locations as well as on public transportation, the city's digital billboard network, the library's social media and various other places around the city.

Library employees say one of the best parts of the last amnesty program was the great stories of long-overdue books that came out of it. Bannon doubts the libraries will receive a book that's been overdue for more than 78 years, but he's not ruling it out.

"You never know what you'll get back," he says.

For more information, call 312-747-4050 or visit chipublib.org.

nschoenberg@tribpub.com

**SOUND OFF**SD • Wednesday, February 10, 2016 • mysuburbanlife.com • Suburban Life DGR**SOUND OFF****Spanish books OK**

I don't see a problem with Spanish-language books at the Downers Grove Public Library. For one thing, it would give students from Downers Grove North and Downers Grove South who are studying Spanish an opportunity to read books beyond the standard school texts. I know a number of immigrants who, while fluent in English, never pass up an opportunity to read books and magazines in their native languages, including French, German, Greek, Italian, Polish and Spanish.

**SOUND OFF**SD • Wednesday, February 17, 2016 • mysuburbanlife.com • Suburban Life DGR**Spread of Spanish**

Now that the Downers Grove library is stocking Spanish-language books, will all the signs and printed informational items be changed to bilingual? Also, will the library staff be required to take Spanish-language classes to better serve those that don't speak English?

DGR Suburban Life • mysuburbanlife.com • Wednesday, February 17, 2016 • SD**NEWS & OPINIONS****20****Teen photography on display
at Downers Grove Public Library**

DOWNERS GROVE – The Downers Grove Public Library, 1050 Curtiss St., is showcasing the photography of local teens through Feb. 29, with a reception from 2 to 3 p.m. Feb. 28. For information, call 630-960-1200 or visit www.dglibrary.org.

– *Suburban Life Media*

February 24, 2016

To the Library Board of Trustees:

We would like to propose that the Library Board name Bonnie Reid and Sue O'Brien as Co-Interim Directors to serve from April 1, 2016 until the time the new Director begins work.

We have each worked as an Assistant Director at the Downers Grove Public Library for the past 3.5 years. We have served as in-charge of the Library in Rick's absence, supervised Department Managers, solved problems, and maintained the building. We have experience responding to public comments and speaking at Library Board meetings. We have background knowledge of the Library's services, policies, procedures, and working with Department Managers. We would be able to keep the Library running smoothly between Directors.

During the interim period, we would continue with our regular duties, including supervising the Department Managers who already report to us, but we would also perform Library Director tasks such as:

We would jointly be responsible for

- Responding to media and public inquiries
- Preparing the Board agenda
- Participating in Board meetings
- Answering Board questions
- Beginning planning process for 2017 budget
- Writing articles for Discoveries

Sue would be responsible for

- Supervising the Executive Assistant
- Overseeing the Administrative Office
- Overseeing the lighting and sound panels construction projects
- Acting as designated FOIA officer

Bonnie would be responsible for

- Supervising the Public Relations Manager
- Acting as Open Meetings Act authority
- Coordinating Foundation business
- Overseeing budget matters such as nonresident Library card price
- Completing per capita spending

For performing these additional duties, we request an increase in salary of \$1,500 per month per person for the interim period. Neither of us intends to apply for the Library Director position. We would be happy to discuss this proposal further with the Library Board.

Sincerely,

Bonnie Reid and Sue O'Brien

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING
PUBLIC HEARING

FEBRUARY 1, 2016, 7:00 P.M.

Chairman Rickard called the February 1, 2016 meeting of the Downers Grove Plan Commission to order at 7:00 p.m. and led the Plan Commissioners and public in the recital of the Pledge of Allegiance.

ROLL CALL:

PRESENT: Chairman Rickard, Mr. Cozzo, Mr. Cronin, Ms. Gassen, Ms. Hogstrom, Mr. Quirk, Mrs. Rabatah, Mr. Thoman (ex-officios Ms. Lupesco and Mr. Livorsi)

ABSENT: ex-officio Mr. Menninga

STAFF: Community Development Senior Planner Rebecca Leitschuh and new planners, Mr. Scott Williams and Ms. Swati Paney

VISITORS: Shirley Wahn, 4854 Francisco; Jean and Phil Albert, 4835 Cross St.; Michael Hendron, 4823 Cross St.; Keith Neumann, Greenscape Homes, 435 Weaver Parkway, Warrenville; Scott Mond, 4605 Cross St.; Margaret Warte, Cameo 5300 Board, 5300 Walnut Ave.; Paul Bartosek, Cameo 5300, 5300 Walnut Ave.; Pete Nania, 4931 Francisco; William Kuttduert, 4617 Cross St.; Nancy Kaserowski, 4939 Francisco; Mr. Dave VanVorn, 4918 Cross St.; Nancy Johnson, 4852 Francisco

New Plan Commissioner Amy Gassen was introduced and welcomed by the commissioners.

APPROVAL OF DECEMBER 7, 2015 MINUTES

MINUTES OF THE DECEMBER 7, 2015 MEETING WERE APPROVED ON MOTION BY MR. THOMAN. SECONDED BY MS. HOGSTROM. MOTION CARRIED BY VOICE VOTE OF 6-0-2. (MS. GASSEN AND MRS. RABATAH ABSTAIN)

Planner Leitschuch introduced new commissioners Scott Williams and Swati Paney who both shared their professional and educational backgrounds.

PUBLIC HEARINGS:

Chairman Rickard explained the protocol for the public hearings and swore in those individuals that would be speaking on the petitions listed below.

A change in the agenda followed:

FILE 16-PLC-0002 - A petition seeking approval for a Zoning Ordinance Map Amendment to rezone the property from R-1, Residential Detached House 1, to R-4, Residential Detached House 4.

The property is currently zoned R-1, Residential Detached House 1. The property is located on a vacant parcel on the east side of Francisco Avenue between Haddow and Burlington Avenue, Downers Grove, IL. The property is located approximately 240 feet south of Haddow and 265 feet north of Burlington, commonly known as **4935 Francisco Avenue**, Downers Grove, IL (08-12-110-008). Greenscapes Homes LLC, Petitioner and Paul Gerald, Owner.

Planner Pandey drew commissioners' attention to the overhead and reviewed the request to rezone the subject property from R-1 Residential Detached House-1 to R-4 Residential Detached House-4. Size and location of the two-lot (25 ft. width each), vacant parcel on Francisco was noted. The petitioner was seeking to consolidate the two parcels and bring the parcel into compliance. This property was part of an earlier annexation. Setbacks were also noted. Ms. Pandey reported that staff believed the proposal was in compliance with the village's Comprehensive Plan, complied with the existing development patterns of the area and would remain as a single-family residential use. Based on the above findings, staff recommended the commission forward a positive recommendation to the village council.

Planner Leitschuh added that staff was in support of the amended rezoning because the lots were already platted years ago, they were not part of a subdivision, and the zoning district that was being proposed was compatible with the existing setbacks of the existing area. Details followed.

Comments/questions from the commissioners followed, specifically with staff confirming that when land is annexed into the village it typically comes in as R-1 zoning, following state statute, unless an alternative/specific zoning classification is provided at the time of annexation. Mrs. Rabatah inquired about the lot widths of those parcels that had already been rezoned R-4, wherein Planner Leitschuh responded that many of the lots in the area were 50-feet wide and many of the homes that were constructed years ago were built across the lot line of two 25-ft. lots.

Petitioner, Mr. Keith Neumann, Greenscape Homes, LLC, 4355 Parkway, Warrenville, IL, stated that he has rezoned some of the lots in the area under discussion, noting many of the lots were already 50 feet or a combination of 25-ft. lots that needed to be consolidated. The parcels were also part of a 2012 village annexation.

No further questions followed. The chairman opened up the meeting to public comment.

Marsha Nania (phonetic), 4931 Francisco, Downers Grove, was sworn in. She asked for clarification of the lot's address.

Nancy Kaserowski, 4939 Francisco, was sworn in and voiced concern that the storm sewer underneath the street would not be compromised. (The chairman reminded her that the commission was only reviewing the rezoning at this time.)

Ms. Leitschuh indicated that engineers within the Community Development department would be charged with reviewing permits to comply with the stormwater ordinance and would provide comment to the applicant/petitioner.

Hearing no further comment, public comment was closed. Mr. Neumann had no closing statement.

Mr. Thoman confirmed with staff whether a survey was done as to the location the neighbor's garage at 4939 Francisco and whether it was straddling the property line, wherein Ms. Leitschuh cautioned the commissioners and explained that the aerial views on the overhead were just "approximates" and legal plats of survey were required before any permits are issued. However, the garage was not on the neighbor's property. Regarding the physical look of the utility easement running down the middle of block and whether it was designed to catch water, Ms. Leitschuh said she was not sure, and that the request was for the rezoning only at this time and topography/stormwater would be reviewed later.

Mr. Cozzo then asked staff to provide an explanation about the village's stormwater best practices for commissioners and the public, wherein Ms. Leitschuh explained the village's practice in more detail pointing out the village's requirements were higher than that of the state and Du Page County.

Ms. Hogstrom asked staff to explain why the commission was allowing 6,250 square feet to be approved, wherein Ms. Leitschuh explained the difference between already legally platted lot versus subdividing a lot into smaller lots and the minimum square footage needed to do so.

For the record, Mr. Cozzo stated he believed the standards for approval of the rezoning were met; other commissioners concurred.

WITH RESPECT TO FILE 16-PLC-0002 MRS. RABATAH MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, AS PRESENTED.

SECONDED BY MR. THOMAN. ROLL CALL:

AYE: MRS. RABATAH, MR. THOMAN, MR. COZZO, MR. CRONIN, MS. GASSEN, MS. HOGSTROM, MR. QUIRK, CHAIRMAN RICKARD.

NAY: NONE

MOTION CARRIED. VOTE: 8-0

FILE 16-PLC-0003 - A petition seeking approval for a Zoning Ordinance Map Amendment to rezone the property from R-1, Residential Detached House 1, to R-4, Residential Detached House 4. The property is currently zoned R-1, Residential Detached House 1. The property is located on the east side of Cross Street between Prairie and Haddow Avenue, commonly known as **4825 Cross Street**, Downers Grove, IL (08-12-105-043 & -035). Greenscapes Homes LLC, Petitioner and Owner.

Planner Williams walked through the proposal, explaining it was similar in nature as the one above but different in that a one-story detached home and detached garage existed on two legally platted lots. The petitioner was seeking to rezone the two legally platted properties to R-4 Residential Detached House-4, bringing them closer into compliance in order to construct new single-family homes. Current photographs and plat of survey were referenced, as were the setbacks to be followed. Mr. Williams pointed out other R-4 lots in the neighborhood. He confirmed public and legal notice was provided and he spoke to one resident, explaining the difference in the two zoning classifications.

Per Mr. Quirk's question as to why the petitioner was seeking the rezoning when he could just construct a home on the R-1 parcel just as he could on the R-4 parcel, commissioners and staff pointed out it was due to the different setback requirements, even though the petitioner could, technically, construct on the R-1 lot. Ms. Leitschuh reminded him that the rezoning allowed the lots to become more compatible with the developed properties in the immediate area. The chairman reminded the commissioners it allowed the property owner more buildable area and made the frontage look more uniform. Lot widths for the surrounding properties were pointed out on the overhead.

Ms. Gassen confirmed with staff that the petitioner was seeking to construct one home on each lot.

Petitioner, Mr. Keith Neumann, Greenscape Homes, LLC, 4355 Parkway, Warrenville, IL, confirmed he pursued the lots with the intention of constructing a single-family homes on each lot since they were similar in size as the rest of the area and which was why he did not seek to consolidate the two lots. Additionally, he pointed out that a dedicated, unimproved 14-ft. alley existed behind the property and would could eventually be vacated and added to either one of the properties.

No commissioner questions followed. Chairman Rickard opened the meeting to public comment.

Mr. Dave VanVorn, 4918 Cross Street, Downers Grove, was sworn in and described the difference between R-1 and R-4 zoning and inquired what the petitioner's hardship was for the change in zoning.

In response, Mr. Neumann explained in general it was not a matter of hardship but, rather, it was the intention of the rezoning to bring the lots closer to conformance. Mr. Neumann explained how decreasing the side yards and allowing the 40 ft. buildable width helped "the livability of the lots."

The chairman also clarified/confirmed with staff that no hardship needed to be proven with a rezoning map amendment; rather, it was something an owner could request.

Mr. Cronin inquired of the petitioner whether the proposed lot would, if divided into two lots, double the taxable value of each of them versus just having the single lot, wherein Mr. Neumann confirmed that the value would come close to doubling with homes built on the lots.

No further comments followed; public comment was closed. No further discussion. A motion was entertained.

WITH RESPECT TO FILE 16-PLC-0003, MR. CRONIN MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, AS PRESENTED.

SECONDED BY MS. GASSEN. ROLL CALL:

**AYE: MR. CRONIN, MS. GASSEN, MR. COZZO, MS. HOGSTROM, MR. QUIRK,
MRS. RABATAH, MR. THOMAN, CHAIRMAN RICKARD**

NAY: NONE

MOTION CARRIED. VOTE: 8-0

16-PLC-0004 - A petition seeking approval for a Zoning Ordinance Map Amendment to rezone the property from R-1, Residential Detached House 1, to R-4, Residential Detached House 4. The property is currently zoned R-1, Residential Detached House 1. The property is located on two vacant parcels on the east side of Drendel Road north of Burlington Avenue by approximately 186 feet, commonly known as **4915 Drendel Road**, Downers Grove, IL (08-12-108-013 & -014). Greenscapes Homes LLC, Petitioner and Paul Gerald, Owner.

Senior Planner Leitschuh walked through the petitioner's proposal, noting the property was in the general area as the previously discussed agenda except it was located on Drendel Road. The difference with this proposal was that the lot was irregularly shaped. An explanation followed on how the lot was measured. The parcel contained two lots under one ownership and would be consolidated into one lot. An unimproved alley existed to the south of the lot as well as to the rear. Photographs were depicted on the overhead and setbacks were pointed out. Ms. Leitschuh described how the parcel fit into the village's comprehensive plan, i.e., by encouraging housing variety. Staff recommended approval of this petition.

Mr. Thoman queried staff whether other unusually-shaped lots existed within the area's five blocks and whether those lots were 5,000 square feet to which Ms. Leitschuh stated there were and it was common. She pointed out some of those lots. Mr. Quirk stated that the property to the east appeared to be used by nearby property owners as a driveway and asked whether there was interest from them to improve the alley for their own use. Ms. Leitschuh indicated such a proposal would have to be reviewed by Public Works and other departments, but instances, such as that described, existed. Contrarily, she said other cases existed where owners would request to vacate an alley to keep it as part of their own property. Mr. Quirk asked why the Plan Commission was not vacating the alley between Drendel and Cross Streets, wherein Ms. Leitschuh indicated that the future owners or neighbors could come to the city and request the vacation. Further discussion on this topic followed.

Mr. Neumann returned and stated he was considering the vacation of the alley but had not started the process. He figured he would most likely return seeking that request.

Hearing no further questions, Chairman Rickard opened up the meeting to public comment.

Mr. Dave VanVorn, 4918 Cross Street, Downers Grove, stated he resides to the east of the property and owns two lots – 4918 Cross Street and his garage on a separate lot. The only access he had to the garage was by way of the public alley that he maintained/improved. Mr. VanVorn indicated that if the petitioner wished to vacate the unimproved alley, he could vacate the unimproved portion of the alley that was adjacent to Lot 20 and not have to deal with any vacation of the alley that provided access to his separate lot in the rear of his property. Mr. Quirk indicated that all owners touching the alley would have to agree and come before the village to vacate the alley.

Ms. Nancy Johnson, 4852 Francisco, Downers Grove, was sworn in and stated she had an alley on the back of her property but that utility poles existed on it. She voiced concern about the land being vacated and asked if the property owners would be notified, wherein the chairman explained that

various scenarios existed and nothing would be done until all the neighbors were heard. Mr. Quirk also provided additional information to ease Ms. Johnson's mind.

No further comments from the commissioners. Mr. Neumann explained that the alley he would possibly consider for vacating was immediately south of the parcels. As to vacating an alley with utility poles, Mr. Neumann briefly explained the process to Ms. Johnson.

Public comment was closed.

Mr. Quirk briefly shared what he knew of the village's vacating process. Mr. Cozzo stated he believed the standards for the proposal were met. A motion was entertained by the chairman.

WITH RESPECT TO FILE 16-PLC-0004, MR. QUIRK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, AS PRESENTED.

SECONDED BY MS. HOGSTROM. ROLL CALL:

**AYE: MR. QUIRK, MS. HOGSTROM, MR. COZZO, MR. CRONIN, MS. GASSEN,
MRS. RABATAH, MR. THOMAN, CHAIRMAN RICKARD**

NAY: NONE

MOTION CARRIED. VOTE: 8-0

FILE 16-PLC-0001 - A petition seeking approval of a Special Use to permit sports and personal training. The property is currently zoned M-1, Light Manufacturing. The subject property is located on Thatcher Road, south of Hitchcock Avenue and west of Walnut Avenue, commonly known as 5221 Thatcher Road, Downers Grove, IL (08-11-408-019). Jim Wnek and Jeff Jourdan, Core 1 Inc., Petitioners, and Michael Androwich of Midwest Industrial Funds, Agent of the Owner.

Planner Scott Williams summarized that Core 1 Inc. was seeking a special use for a sports and physical training business at the above-referenced address which was classified as a personal improvement service. The site was located on the overhead map noting the area is mainly zoned M-1 Light Manufacturing with some R-6 zoning to the south. Mr. Williams reminded the commissioners that Core 1 Inc. did go through this same process in the village two years ago but was now expanding its business to this location. A site plan and floor plan were reviewed. He noted many improvements were already made to the property and shared the variety of businesses found at the site. On-site parking, with improvements noted, was also reviewed.

Mr. Williams reported the proposal was consistent with the village's comprehensive plan as well as the village's zoning code.

Comments/questions from the commissioners followed. Mr. Cronin inquired as to how much of the building was leased currently, wherein Mr. Williams stated the owner said there were two more vacant spaces left.

Mr. Jeff Jourdan, 291 S. Illinois, Glen Ellyn, IL, was sworn in and stated his growing business was moving from the north side of the village to the south side of the village and he was happy to be in the village. Most of his clientele came from the two high schools, Benet, Glenbard West and students from Lockport.

The chairman opened up the meeting to public comment.

Mr. Paul Bartosek, 5300 Walnut Ave., Downers Grove said he lives across the street from the property. He voiced concern about noise generated by the business, the traffic that will be generated, and parking overflow.

Mr. Jourdan responded that noise would be minimal with possible music, and any noise would not be any more than what existed currently. As for traffic, Mr. Jourdan stated that vehicles would most likely be dropping off/picking up students at the site. He did not regularly bring in teams for training and, if he did, it would be later in the evening. He hoped to continue to stay in the village.

Public comment was closed and discussion was entertained.

Mr. Thoman pointed out the subject's address was toward the middle of the entire building and not near Cameo Towers. He stated he was pleased to see the business stay in the village. Mr. Cozzo also added that these types of businesses were appearing more often and being located within the light industrial parks because of the adequate space and available parking. Ms. Hogstrom agreed, stating the vacant space was being re-used. Mrs. Rabatah also concurred, and believed the nearby residents should find some comfort knowing that the business owner was currently in the village and did not want to jeopardize the safety of his young athletic clients.

WITH RESPECT TO FILE 16-PLC-0001, MRS. RABATAH MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, SUBJECT TO THE FOLLOWING CONDITION:

- 1. THE SPECIAL USE SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT, PLANS AND DOCUMENTS ATTACHED TO THIS REPORT EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO THE VILLAGE CODES AND ORDINANCES.**

SECONDED BY MR. COZZO. ROLL CALL:

**AYE: MRS. RABATAH, MR. COZZO, MR. CRONIN, MS. GASSEN, MS. HOGSTROM,
MR. QUIRK, MR. THOMAN, CHAIRMAN RICKARD**

NAY: NONE

MOTION CARRIED. VOTE: 8-0

New member, Amy Gassen, shared her professional background with the commissioners.

THE MEETING WAS ADJOURNED AT 8:45 P.M. ON MOTION BY MR. COZZO, SECONDED BY MR. QUIRK. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 8-0.

/s/ Celeste K. Weilandt
Celeste K. Weilandt
(As transcribed by MP-3 audio)

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING
PUBLIC HEARING

MARCH 7, 2016, 7:00 P.M.

Chairman Rickard called the March 7, 2016 meeting of the Downers Grove Plan Commission to order at 7:02 p.m. and led the Plan Commissioners and public in the recital of the Pledge of Allegiance.

ROLL CALL:

PRESENT: Chairman Rickard, Mr. Cronin, Ms. Gassen, Ms. Hogstrom, Ms. Johnson, Mr. Quirk, Mr. Thoman (ex-officio Ms. Lupesco)

ABSENT: Mr. Cozzo, Ms. Rabattah, ex-officio Mr. Menninga, Mr. Livorsi

STAFF: Community Development Senior Planner Rebecca Leitschuh and Planner Scott Williams

VISITORS: Paul Fyle, 2455 Warrenville Road; Michael and Sheila Maschek, 4248 Saratoga Avenue; Milo Salak, 313 N. Park Street, Westmont; John and Cheryl Baker, 4623 Roslyn Road; Randy Spal, 4601 Roslyn Road; Phil Gardner, 4621 Roslyn Road; Shawn Flemming, 4634 Roslyn Road

New Plan Commissioner Zelina Johnson was introduced and welcomed by the commissioners.

APPROVAL OF February 1, 2016 MINUTES

MINUTES OF THE FEBRUARY 1, 2016 MEETING WERE APPROVED ON MOTION BY MR. THOMAN. SECONDED BY MS. HOGSTROM. MOTION CARRIED BY VOICE VOTE OF 7-0.

PUBLIC HEARINGS:

Chairman Rickard explained the protocol for the public hearings and swore in those individuals that would be speaking on the petitions listed below.

FILE 16-PLC-0005 - A petition seeking approval for the Right-of-way Vacation of an alley. The adjacent properties are zoned R-2, Residential Detached House 2. The subject property runs east-west between the properties at 4147 & 4205 Venard Road, north of Ogden Avenue and south of Drove Avenue, Downers Grove, IL (09-06-214-001, -008). Paul Fyle, Superintendent of Planning, Downers Grove Park District, Petitioner and Owner.

Planner Williams drew commissioners' attention to the overhead and Staff Report and reviewed the request to vacate the public right-of-way. Details followed. He showed the location of the utilities in the unimproved alley and mentioned that an easement would be placed over the entire length and

width of the alley in accordance with the wishes of the utility companies. Because the entire alley would be placed under an easement, an encumbered value was presented to meet the compensation requirement for a vacation. Planner Williams also stated that the vacation is consistent with the comprehensive plan in working with the park district to provide parks and open space.

Comments/questions from the commissioners followed. Mr. Thoman asked if the park district and the village were coterminous. He also clarified if the village would be responsible for any utility work that would occur within the easement.

Petitioner, Mr. Paul Fyle, Downers Grove Park District, 2455 Warrenville Road, stated that the Park District wished to acquire the alley since they own the lots on both sides, and would retain a permanent easement.

No further questions followed. The chairman opened up the meeting to public comment. No comments were made.

Hearing no further comment, public comment was closed. Mr. Fyle had no closing statement.

For the record, Chairman Rickard stated he believed the standards for approval were met for the vacation; other commissioners concurred.

WITH RESPECT TO FILE 16-PLC-0005 MR. THOMAN MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, AS PRESENTED.

SECONDED BY MR. QUIRK. ROLL CALL:

**AYE: MR. THOMAN, MR. QUIRK, CHAIRMAN RICKARD, MS. GASSEN, MS. HOGSTOM, MR. CRONIN, MS. JOHNSON
NAY: NONE**

MOTION CARRIED. VOTE: 7-0

FILE 16-PLC-0012 - A petition seeking approval of a Special Use to permit extended family accessory housing. The property is zoned R-4, Residential Detached House 4. The property is located on the east side of Roslyn Road, approximately 500 feet north of Chicago Avenue, commonly known as 4617 Roslyn Road, Downers Grove, IL (09-04-313-012, -013). Ben Tull, Attorney, and Angelica and Mark Speyer, Owners.

Planner Williams drew commissioners' attention to the overhead and Staff Report and reviewed the request to construct an Extended Family Accessory Housing Unit. Details followed. Site, floor and elevations plans were presented showing the configuration of the accessory unit. Planner Williams elaborated on the special use criteria and how they were met by applicant. He also stated the comprehensive plan advocates for a variety of housing to meet the needs of seniors.

Comments/questions from the commissioners followed, Mr. Quirk asked how does the village define a dwelling unit and enforce compliance. Planners Leitschuh and Williams replied that an

affidavit has to be filed on an annual basis. The criteria states that in addition to the occupant being a relative, they have to be 62 years of age or older or have a physical/developmental disability. Ms. Gassen sought clarification on the conversion process. Discussion ensued over enforcement and if certain situations qualified as extended family accessory housing.

Attorney for the Petitioner, Mr. Ben Tull, stated that the family are long-term residents and wish to stay in Downers Grove together. When asked by Mr. Quirk about a change in home ownership, he responded that the requirements of the special use should be conveyed to potential buyers.

No further questions followed. The chairman opened up the meeting to public comment. Two comments were made.

Shawn Flemming, 4634 Roslyn Road, asked about whether a conversion plan was in place, and the details of that process. Planners Leitschuh and Williams replied that if the special use lapsed, then the presented conversion plan would have to be enacted within 120 days.

Phil Gardner, 4621 Roslyn Road, expressed support for the proposal.

Hearing no further comment, public comment was closed. Mr. Tull had no closing statement.

For the record, Mr. Thoman stated he believed the standards for approval of the rezoning were met; other commissioners concurred.

WITH RESPECT TO FILE 16-PLC-0012 MR. THOMAN MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, AS PRESENTED.

SECONDED BY MS. HOGSTROM. ROLL CALL:

AYE: MR. THOMAN, MS. HOGSTROM, CHAIRMAN RICKARD, MR. QUIRK, MS. GASSEN, MR. CRONIN, MS. JOHNSON
NAY: NONE

MOTION CARRIED. VOTE: 7-0

New member, Zelina Johnson, shared her professional background with the commissioners.

THE MEETING WAS ADJOURNED AT 8:25 P.M. ON MOTION BY MR. QUIRK , SECONDED BY MS. HOGSTROM. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 7-0.

/s/ Rebecca Leitschuh and Scott Williams
 Rebecca Leitschuh and Scott Williams

TRANSPORTATION AND PARKING COMMISSION
Minutes

December 9, 2015, 7:00 p.m.

Council Chambers - Village Hall
801 Burlington Avenue, Downers Grove

Chairman Pro tem Schiller called to order the December 9, 2015 meeting of the Transportation and Parking Commission at 7:00 p.m. and explained the protocol for the meeting.

Roll call followed and a quorum was established.

ROLL CALL

Present: Chairman Pro tem Schiller, Commissioners Aguzino, Carter, Saricks, Wilkinson, Wrobel

Absent: Commissioner Golomb, Chairman Stuebner

Staff Present: Transportation Division Manager Matt Mayer

Public: Mr. Mike Hymann, 6013 Blodgett Ave.; Ms. Kim Stapleton, 6005 Blodgett Ave.; Mr. Brian Spang, 6029 Blodgett Ave.; Mr. John Wendt, 1701 Concord Drive; Mr. Eric Vodnik, 1601 Concord Drive

MINUTES OF OCTOBER 14, 2015

Mr.. Saricks commented that Attorney Rathje had some very nice words to share about this commission and the Public Works staff regarding the approved resolution for the Belle Aire and Janet parking matter. **MINUTES OF THE OCTOBER 14, 2015 MEETING WERE APPROVED ON MOTION BY MR. SARICKS, SECONDED BY MR. WROBEL. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.**

PUBLIC COMMENT (on non-Agenda items) – None.

A change in the agenda followed:

File # 17-15 Blodgett Avenue – All-Way Stop Control Action Requested: Per Traffic Manager, Matthew Mayer, this item was at the request of a resident who wanted staff to review safety concerns at 60th Street and 61st Street, along Blodgett Avenue, due to safety concerns near Fairmount School and O'Neil School (SW corner of Blodgett and 59th St.). After the review of the safety issues at the intersections of 60th Street and 61st Street were completed, staff concluded that given the pedestrian volume of school crossings and the proximity to the two schools, that an all-way stop control be installed at the intersection of 60th Street and Blodgett.

(Mr. Mayer confirmed that his report was in error and the installation for an all-way stop should be at 60th Street (not 61st Street) and Blodgett Avenue. He did notify the residents regarding this error.) Mr. Mayer continued to review Exhibit 1 from his staff report and said that he conducted speed and volume counts on 60th and 61st Streets and compared the data with the MUTCD (used for guidance), which indicated that all-way stop controls were not warranted at either intersection. However, from his field observation, he found that the designated school crossing at 60th Street served students of both Fairmount School and O'Neil Middle School, a fair amount of activity took place at the eastern leg of 61st Street and Blodgett, and no crossing guard was assigned to the location. Therefore, he recommended approval for an all-way stop control.

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Chairman Pro tem Schiller opened up the meeting to public comment.

Mr. Mike Hymann, 6013 Blodgett, stated he lives in the middle of the block and he and his neighbors supported the recommendation and appreciated staff's quick response. He expressed concern about safety during the summer months because no traffic control existed between 63rd and 59th Streets. While he appreciated staff's recommendation for the control sign at 60th, he would have liked to see an additional control sign at 61st and Blodgett since he believed traffic would increase speed from the stop sign to make up for lost time. Mr. Hymann also shared personal comments about the drop off/pickup times at Fairmont School.

Ms. Kim Stapleton, 6005 Blodgett Avenue, recommended that if another stop sign could not be installed, that the installation of a speed bump be considered. She asked staff to explain the process for when the sign would be installed, if approved. Lastly, she commented on some of the blind spots she sees on the west side of Blodgett near the schools.

As a secondary option, Mr. Saricks recommended the village install speed radar signs to slow down/monitor vehicles on Blodgett, to which Mr. Mayer agreed was a valuable data tool. As to the speed bump, Mr. Mayer explained it was a difficult maintenance issue especially during the winter months as well as difficult for emergency vehicles. He further provided his explanations as to why a second stop sign was not being installed at this time, i.e., vehicles ignoring too many stop signs and the visibility concerns on the west side of Blodgett. Other questions followed on what the long-term effects were, if any, of the speed radar signs. Pedestrian street markings were also asked to be considered by Mr. Carter, which staff was open to at 61st Street since it was a low-cost, high impact alternative.

Chairman Pro tem Schiller pointed out that the aerial photograph depicted four small baseball diamonds which, to him, reflected a significant amount of foot traffic that should be considered as well as meet the definition of what warrants a stop sign. If it was not to be considered, he supported having the street markings be installed, as suggested above.

Mr. Brian Spang, 6029 Blodgett, stated he regularly schedules girls' softball teams and the fields are in use from April through the end of June. In August, another team uses them. Per Mr. Carter's question, Mr. Spang explained where vehicles were parking if they were visiting the fields, i.e., the parking lots at Fairmont School and O'Neil Middle School and along Blodgett.

Commissioner Saricks then asked commissioners and staff for a justifiable approach to satisfy the situation, wherein Mr. Mayer recommended staff's approval with the recommendation that staff review the in-roadway sign at the south end to provide a "bookend" effect before installing any regulatory signage. Mr. Mayer offered to follow-up with Mr. Saricks' suggestion to monitor speed between 60th and 67th Streets to confirm whether vehicles were accelerating from the stop signs.

MOTION WAS MADE BY MR. AGUZINO THAT THE TRANSPORTATION AND PARKING COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL TO APPROVE THE INSTALLATION OF AN ALL-WAY STOP CONTROL AT THE INTERSECTION OF BLODGETT AVENUE AND 61st STREET (WITH THE UNDERSTANDING THAT STAFF WILL FOLLOW UP WITH ADDITIONAL ACTION ITEMS, AS DISCUSSED AT THE MEETING).

SECONDED BY MR. WILKINSON.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.

File # 15-15 Concord Drive – Parking Restrictions Action Requested: Mr. Mayer reported that staff was initiating this request in response to a resident petition seeking to review parking along Concord Avenue. Currently the area around Concord Park was being allocated for overflow parking from the Downers Grove South High School. Staff recommended implementing a 3-hour parking limit on the southeast corner of the park to improve the availability of residential parking. A review of the aerial photo followed.

Mr. Mayer explained in further detail how the area currently served as overflow parking for the high school. He provided the history of a recent road reconstruction project that took place back in 2013, affecting the various on-street parking restrictions that were placed on Concord Avenue under the village ordinance. In order to create some balance with the parking spaces, he said three spaces were identified to have a three-hour limit of “NO PARKING 8:00 AM TO 11:00 AM” on the north side of Concord Drive from Stonewall Avenue to Bunker Hill Circle, and “NO PARKING ANY TIME” restrictions along the entire south side of Concord Drive from Stonewall Avenue to Springside Avenue. These restrictions would hinder student parking.

Additionally, Mr. Mayer pointed out that some contradiction existed in this area as to the signage posted and what was written in the ordinance. Details followed. As part of his study, Mr. Mayer said he plans to initiate a work order to correct the contradiction which will also free up about six or seven parking spaces for overflow student parking.

Commissioner comments/questions followed as to the type of use at Concord Park.

Mr. John Wendt, 1701 Concord Drive, stated he resides at the intersection of Camden Road and Concord Road. He explained the park was heavily used for soccer or lacrosse. He also complimented the village on some recent traffic controlling signals. He questioned why the village was restricting the parking for the high school students when he believed it was pushing “the problem” down the street.

Mr. Eric Vodnik, 1601 Concord Drive, said he was the one who requested the petition because he could not have visitors to his home since there was no parking in the area. He questioned why the 17 parking spaces between Camden and Springside could not be located to Stonewall rather than the three proposed parking spaces. He voiced his frustrations regarding speeding and trash that was thrown on his street and the lack of enforcement. He did not feel it was fair that he had to walk half a block to park a car.

As to whether the high school had the figures for those students who park on the street, Mr. Mayer stated he did not have the figures but surmised that the high school would have them. He offered to find out more information. Mr. Carter suggested staff have an open dialog with the high school.

Staff further explained that the reason for this request was due to the case having a history behind it but also to find a middle ground. A motion was then entertained. However, more dialog continued, including whether to table the matter, decide if all of the spaces should be three-hour restricted, potential enforcement issues, student parking permits, and to possibly divide and turn some of the 17 parking spaces to 3-hour parking. It was also pointed out that Concord Park had no on-site parking available.

Mr. Wendt returned and recommended agreeing to staff’s recommendation regarding the three parking spaces, pointing out that the residents basically did not use the 17 parking spaces during early morning hours when the students were using them. It was only until after 1:00 p.m. when students began to leave the high school that spaces became available. He also

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presumed that the high school would not have any available parking permits since permits, in general, were very competitive.

Lastly, the timing for the installation of the signage was explained by Mr. Mayer. After some dialog a motion was entertained by the chairman pro tem.

MOTION BY MR. CARTER THAT THE TRANSPORTATION AND PARKING COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL TO INSTALL “3-HOUR PARKING LIMIT BETWEEN 7:00 A.M. AND 4:00 P.M., EXCEPT ON SATURDAYS, SUNDAYS AND LEGAL HOLIDAYS” ALONG CONCORD DRIVE FROM THE WEST LINE OF SPRINGSIDE AVENUE TO 180 FEET WEST OF THE WEST LINE OF SPRINGSIDE AVENUE.

SECONDED BY MR. SARICKS.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.

As a last comment to the above discussion, Commissioner Saricks acknowledged that the high school's capacity had increased and so had its parking need. He suggested that in the future, someone from the village council speak to the school district about constructing a parking deck, given that residents pay plenty of taxes and cannot parking in front of their own homes.

File # 16-15 Maple Avenue – Parking Restrictions Action Requested: Mr. Mayer discussed that this matter was coming before the commissioners as a result of the newly-constructed Maple Avenue roadway, which had its on-street parking and traffic lanes reconfigured. Due to the reconstructed roadway (with new curb and gutters) and new pavement markings, no ample space existed for vehicles to park on the street. Staff believed restrictions should be put in place. In reviewing the aerial photograph on the overhead, Mr. Mayer explained that this project was part 1 of a two-phase request from a village council agenda item. Specifically, Mr. Mayer said the restrictions were on both the north and south sides of Maple Avenue from Fairview to about 200 feet east of Wilcox Avenue and involved three 11-foot lanes, which did not allow enough room to park a vehicle. Identifying the specific area on the overhead, Mr. Mayer requested that no on-street parking take place in the areas and recommended installing a 24-hour parking restriction and that it be written into the village's ordinance. At a later date, he stated, the 200 feet road segment of Wilcox to the village's limits would be brought to a public hearing.

Per a question, staff did not hear anything from the residents on this matter, nor from the project manager for the Maple Avenue reconstruction. General conversation followed that the matter appeared straight-forward. A motion was entertained.

MOTION BY MR AGUZINO THAT THE TRANSPORTATION AND PARKING COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL TO INSTALL “NO PARKING ANYTIME” DESIGNATION ALONG THE NORTH AND SOUTH SIDES OF MAPLE AVENUE, FROM THE EAST LINE OF FAIRVIEW AVENUE TO A POINT 200 FEET EAST OF WILCOX AVENUE.

SECONDED BY MR. SARICKS.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 6-0.

OLD BUSINESS

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Mr. Mayer updated the commissioners on the following approved cases: 1) the Belle Air Lane on-street parking; 2) 4248 Maple Avenue parking restrictions – he does have a relocation plan for the mailboxes; 3) Washington and 63rd parking restrictions; and 4) the Highland Elementary School and St. Luke's Church entrance/exit driveway restrictions.

Regarding the Avery Cooley School matter, Chairman Pro tem Schiller recalled he made a comment at the last meeting stating he thought the No Left Turn sign had been installed on a utility pole in front of Cooney School, where, in fact, it was now relocated on a separate steel pole directly in front of the school's driveway. Mr. Mayer stated he viewed the sign and thought it was adequate for the needs of the intersection.

COMMUNICATIONS – See packet for any communications.

ADJOURN

MR. WROBEL MADE A MOTION TO ADJOURN THE MEETING AT 8:18 P.M.

MR. WILKINSON SECONDED THE MOTION. MOTION CARRIED BY VOICE VOTE OF 6-0.

**VILLAGE OF DOWNERS GROVE
ZONING BOARD OF APPEALS
NOVEMBER 18, 2015 MINUTES**

Call to Order

Chairperson Earl called the meeting to order at 7:05 PM.

Roll Call

Present: Mr. Kulovany, Mr. McCann, Ms. Majauskas, Mr. Werner, Ch. Earl

Absent: Mr. Domijan

A quorum was established.

Staff: Rebecca Leitschuh, Village Senior Planner

Also Present: Anthony Passarelli, 215 7th St.; Marc Larson 925 Chicago Ave.; Greg Widmar, 19 6th St.; James Stefanisin, 18 6th St.

Minutes of October 28, 2015 meeting

Mr. Werner moved, seconded by Mr. Kulovany, to approve the minutes of the August 26, 2015 meeting as presented.

There was discussion to amend the minutes.

All in favor. The Motion passed unanimously with Ms. Majauskas abstaining.

Meeting Procedures

Chairperson Earl asked those in attendance to silence their phones. She explained the function of the Zoning Board of Appeals, and reviewed the procedures to be followed during the public hearing, verifying with Staff that all proper notices have been published with regard to the cases on the Agenda. She noted that members of the Zoning Board of Appeals have had an opportunity to review the materials provided by Staff and in some cases have visited the site in question. In order for a requested petition to be approved there must be a majority of four votes in favor of approval. Chairperson Earl added that the Zoning Board of Appeals has authority to grant petitions without further recommendations being made to the Village Council. She called upon anyone intending to speak before the Board on the Agenda item to rise and be sworn in, as the public information portion of the meeting is an evidentiary hearing and comments made during this portion of the meeting are considered testimony. She said that Staff would make its presentation first, followed by comments by the Petitioner. She added that if anyone in the audience wishes to speak either in favor of or in opposition to a petition, they would be able to do so following the Petitioner's presentation. When the public participation portion of the meeting is closed, the Board will deliberate on the information provided and vote to either approve or deny the petition.

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15-ZBA-0012: A petition seeking an exception to construct a second story addition on the existing house. The property is currently zoned R-4, Residential Detached House 4. The subject property is located on the south side of 6th Street, approximately 70 feet east of Victor Street and

is commonly known as 23 6th Street, Downers Grove, IL (PIN 09-09-324-002). Anthony Passarelli, Petitioner and Owner.

Staff's Presentation:

Ms. Rebecca Leitschuh, Senior Planner for the Village of Downers Grove, stated that the subject site is located at 23 6th Street and is a zoning exception petition. The property is zoned R-4 with R-4 zoning on four adjacent sides. A zoning exception case is something the Village's Ordinance allows for because of existing non-conforming conditions within the Village; however, due to changing standards, this property is nonconforming. The request does not vary from the Code, and if certain criteria are met, the Board has the authority to approve it.

Ms. Leitschuh used overhead displays to describe the property, saying that the required setback is 6.06' from the east property line where 6.77' is required. The Code allows for a vertical extension of an existing nonconformity. She showed the interior floor plan, and the location of the side interior setback line. Ms. Leitschuh then showed the second story floor plan as well as elevation drawings. No windows are being proposed along the eastern line of the construction as that side opens onto private property.

There are two sets of criteria to be considered for this request: 1) for exceptions in general; and 2) nonconformities/expansions. She read the Ordinance requirements regarding those sets of five criteria that have to be considered. She noted that in her Staff report dated November 18, 2015, Staff finds that the Petitioner meets all of the criteria established. In addition, she reviewed the exceptions from the Zoning Ordinance under Section 28.12.080.G. Again, Staff finds that all of those criteria have been met.

Petitioner's Presentation:

Mr. Anthony Passarelli of 215 7th Street in Downers Grove described the previous renovation work his construction business has completed in the area, and that he too is a neighborhood resident. He expressed an interest in maintaining aesthetic and structural integrity.

Chairperson Earl asked about the existing fence, and Mr. Passarelli said he communicated with the neighbor to upgrade the fence together (technically neighbor's fence).

Mr. Kulovany asked about whether neighbors would be informed during the process. Mr. Passarelli said he handed out business cards to neighbors and would make himself available if concerns were made.

There being no further questions from the Board, Ch. Earl asked for comments from the public. Greg Widmar (19 6th Street) asked about any sewer improvements/connections, and was in support of the proposal. James Stefanisin (18 6th Street) said he was not for or against the proposal, but concerned "about the cascading effects." Mark Larson (1925 Chicago) owns a home on Elm and was considering a similar addition. With no further comments, Chairperson Earl closed the opportunity for further public comment.

The Board thanked the neighbors for participating, and expressed they were glad the Exception standards exist to enable reinvestment in existing neighborhoods.

Board's Deliberation:

Mr. Kulovany moved to approve the petition subject to the condition stated in Staff's report, dated November 18, 2015, page 4. Mr. Werner seconded the Motion.

All in favor, the Motion passed unanimously.

ADJOURNMENT:

Mr. Kulovany moved, seconded by Mr. McCann to adjourn the meeting.

All in favor. The Motion carried unanimously.

Chairperson Earl adjourned the meeting at 7:45 PM.