

Approved 02/20/17

VILLAGE OF DOWNERS GROVE
COMPREHENSIVE PLANNING AD HOC COMMITTEE MEETING

PUBLIC WORKS BUILDING
5101 WALNUT AVENUE
JANUARY 16, 2017 - 7:00 P.M.

Chairman Gorman called the January 16, 2017 meeting of the Downers Grove Comprehensive Plan Ad Hoc Committee meeting to order at 7:03 p.m. and led the meeting with the recital of the Pledge of Allegiance.

ROLL CALL

PRESENT: Chairman Dave Gorman, Carine Acks, Ed Kalina, John Luka, Daiva Majauskas
(7:15 p.m.) Jim Wilkinson

ABSENT: Members Irene Hogstrom

STAFF: Community Development Director Stan Popovich, Senior Planner Rebecca Leitschuh

VISITORS: John Houseal with Houseal Lavigne Associates, 188 W. Randolph, Chicago; Amy Gassen, 5320 Benton, Downers Grove; Linda Kunze, 933 Curtiss, Downers Grove; Rich Kulovany, 6825 Camden Rd., Downers Grove; Don Rickard, 4735 Main St., Downers Grove

APPROVAL OF MINUTES – NOVEMBER 14, 2016

MINUTES OF NOVEMBER 14, 2016 WERE APPROVED ON MOTION BY MR. LUCA, SECONDED BY MR. WILKINSON. MOTION CARRIED BY VOICE VOTE OF 5-0.

INTRODUCTION OF DOWNTOWN DEVELOPMENT REGULATIONS

Mr. John Houseal, with Houseal Lavigne Associates, recalled for the commissioners how the Downtown Development Regulations were approached, i.e., built on the understanding of the previously approved plan for the downtown which created three previously defined districts: 1) the Downtown Core, 2) the Downtown Edge, and 3) the Downtown Transition. Characteristics of each district followed.

Mr. Houseal discussed that tonight's discussion would focus on the content/breakdown of guidelines with the next meeting to discuss the procedures by which regulations would be administered or relief granted. Community Development Director, Mr. Popovich, added that with the regulations, the goal was to have the this Ad hoc Committee and the Plan Commission review the regulations and if the Village Council accepted the findings then staff would draft regulations to

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incorporate into the village's zoning ordinance. Input and discussion from tonight's meeting was important.

REVIEW DOWNTOWN CORE

A review of the Down Core Area followed on the overhead, noting there were many two- and three-story buildings at the sidewalk line, a few one-story buildings, and no setbacks between buildings. Referring to the plan diagram, Mr. Houseal summarized that according to the current plan, building height could be two to three stories. Buildings along the sidewalks had no setbacks and mixed-use was recommended (retail or commercial on ground floor with residential or office on the upper floors).

Per Mr. Houseal, the new maximum building height proposed for the Core area would be 40 feet or three stories, based off of a 12- to 15-foot first floor and a 10- to 12-foot upper floor. Setbacks would remain the same. Proposed uses for the ground floor included commercial, retail, entertainment, and restaurant-type uses. Proposed uses for the upper floors included multi-family residential, office, or service uses. No residential uses would be permitted on the ground floor.

Staff clarified that current drive-thrus were grandfathered in and if the use changed they would have to be removed within a certain period of time. If the use remained with a new tenant, the drive-thru could be used. However, Mr. Houseal recommended that the village continue to not allow drive-thrus in the Core area. He pointed out that parking would probably be the largest driver of development intensity in this area and recommended no changes to the village's parking standards either, as they were very good. (Ms. Majauskas arrives.)

Reviewing the use table depicted on Page 6, Mr. Popovich asked for comments regarding a 24-foot high, two-story minimum building height. No negative comments followed. Further review of the table followed. As for a constructing a building that came to the lot line but had an opening/courtyard or an outdoor dining area, Mr. Houseal stated the space could be factored in but the key was to have some sort of built structure next to the sidewalk, such as a fence.

Discussing office use, Mr. Popovich stated that office was a permitted use on the ground floor. However, Ms. Majauskas preferred to change that, believing that office should be allowed on the second floor only. Mr. Wilkinson asked if there was an option to promote retail without prohibiting office use, should vacancies start occurring, wherein Mr. Houseal suggested making retail and restaurant use permitted uses as of right and make office use a special use with the appropriate standards.

PUBLIC COMMENT

Ms. Linda Kunze, 933 Curtiss Street, Downtown Management, appreciated the comments, stating the downtown businesses "were pleading" with her about this, commenting that Anderson's Bookstore was thinking of leaving because Berkshire Hathaway moved next to Caldwell Banker which has hurt Anderson's sales significantly. She stated that pedestrians stopped walking at Caldwell Banker and would not travel beyond that point. Ms. Kunze thought the idea of a special use may be fine and could also give the village an opportunity to think about the use if retail could not be obtained. At the same time though, Ms. Kunze asked whether the change would discourage the outdoor cafes currently. Mr. Popovich explained that as with any existing cafes, the building

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line would not have to be moved and outdoor seating can be placed in the right-of-way with the proper license agreement. Anything new, however, would have to meet the 0 to 5-foot setback requirement. The Cellar Door was used as an example by staff.

Mr. Rich Kulovany, 6825 Camden, Downers Grove, asked if there was consideration for roof-top parking, citing a grocery store using it in Glenview, to which Mr. Houseal indicated other cities were doing that same thing and that currently, in the village, it was not prohibited. Mr. Popovich indicated that the maximum height for such scenario would be to the “flat part of the roof” with the screening of mechanicals or cars being required. Asked if there was consideration to have a single-family use above a store/restaurant, Mr. Popovich explained that single-family use would need multiple units above to be considered a multi-family unit in the district and so it would be permitted in the village’s code.

Asked if outdoor rooftop seating could be permitted currently or in the future, Mr. Popovich explained it could with the proper building code compliance.

REVIEW DOWNTOWN EDGE -1

Mr. Houseal recalled this area was initially one sub-area under the Downtown Edge, but now delineated as Downtown Edge 1 (DE-1) and Downtown Edge 2 (DE-2). He recalled members had talked about having the greater intensity located closer to the Core area and the slightly less intensity located toward the Transitional area. Two districts were then created: DE-1 and DE-2, which were very similar districts except for their allowed height difference. An overview of the two districts were shown on the overhead. Current building height, setbacks and uses for the Downtown Edge were described.

Mr. Houseal then shared that the proposed building height maximum for the DE-1 District would be 72 feet to allow six stories, approximately 12 feet per floor. Proposed setbacks would be 0 feet. Proposed side yard setbacks would be a minimum of 5 feet or minimum of 10% of lot width, whichever was greater. Proposed side yard setback for properties adjacent to the Downtown Core District would be 0 feet. Proposed rear yard setbacks would be 10 feet throughout the entire district and special setback standards would apply if a building abuts the residential districts.

A variety of proposed uses followed. Mr. Popovich also added that since this district was so close to the Core district, staff wanted to incorporate some of the characteristics of the Core to this district and for the DE-2 district, characteristics from the Transition/residential area would be incorporated.

REVIEW DOWNTOWN EDGE – 2

Mr. Houseal noted that this district was a bit further away from the Downtown Core area and was less intense. He pointed out that this area was where setback requirements were beginning to emerge and height was coming down. Much of the bulk standards were the same as DE-1 except the height was being decreased to 1 to 5 floors with maximum of 60 feet. Setbacks were proposed at 10-feet throughout the entire district to allow for some landscaping and trees. Proposed rear setbacks were the same as DE-1. A wide range of uses still existed.

Ms. Majauskas expressed concern about what was not written in the comprehensive plan. While she appreciated all the new developments that would come, she voiced concern that another parking

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lot was being removed and questioned how businesses were suppose to remain and thrive when no one could park. Convenience and accessibility were important. Mr. Houseal explained the challenge was that buildings occupy the majority of the site and cannot provide the parking for all of their uses. In order for any downtown to be successful, he explained the municipality has to provide public parking whether surface or structure. He pointed out that it is typically the Village that needs to identify locations for future parking.

However, one member believed surface lots were moving toward development and an additional parking structure was needed for the downtown area, but the ideal uses had to draw people to the downtown. Agreeing, Mr. Houseal cited other cities that had full parking structures and that more were being constructed. He elaborated that if businesses could get their employees to park in a parking structure versus in front of their business, it would free up a significant amount of parking.

Mr. Kalina asked if the DE-1 on Forest Avenue could be pushed 100 to 200 feet north, or even to Franklin Street. Mr. Popovich indicated the Village Council delineated the subareas, but staff would follow up. Referring to zoning and its impact on a parking structure in the DE-1 area, someone asked if the structure would have to conform to the existing, as proposed, or could the village seek an exception. Mr. Houseal explained the village could seek a variation with the hardship being that it is not a typical standard DE-1 use because the village is providing parking for the entire downtown so the village cannot be bound by existing zoning regulations because it is a benefit for the entire three districts, not just the village's private use. So it becomes a hardship because no one else is in the same situation and it is entirely unique.

Dialog followed regarding some map discrepancies between the pages of the comprehensive plan relating to buildings located at Rogers and Washington which Mr. Houseal would fix. Additionally, there were concerns about building setbacks at the northwest corner of Maple and Washington and that if the nearby church removed its parking lot there could be a six-story building on the corner with three of the corners being "quaint." Staff pointed out that two newer developments on Maple Avenue were located nearby and were at the property line currently. Another member voiced concern that a six-story building could be constructed katty-corner from a residential home at the southeast corner Maple and Washington. Mr. Popovich pointed out that if the committee thought the church property and the property north of it should be in DE-2 district, they could discuss it. After discussing the matter, members believed there should be a setback due to the height and recommended the church parking lot designation should be changed from DE-1 to DE-2.

PUBLIC COMMENT

Ms. Linda Kunze, with Downtown Management, appreciated the comments about parking and agreed parking was still an issue in the downtown. She expressed the challenges of keeping business owners when they complain that they have no customers or the customers complain about parking. While the village was helpful, Ms. Kunze believed it was time for the village to consider taking some older homes and converting them to a parking structure. She also voiced concern that some of the mayors attending conferences were not even being encouraged to build parking decks due to the new variety of ride-sharing occurring with services like Uber, etc.

Mr. Rich Kulovany agreed that the above corner should be redrawn to be included in the DE-2 district because the Main and Maple development was 70 feet in height and the roof at Marquee on Maple was 59-1/2 feet. The proposal would allow for a slight step down.

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REVIEW DOWNTOWN TRANSITION

Mr. Houseal referenced this district and noted those areas where no front setbacks existed, those areas where setbacks were required, and those areas that had 25 ft. front setbacks. Current height requirements were referenced. Proposed for this district were buildings with a maximum height of 36 feet or three stories in height. Also proposed was a 20-foot front street setback throughout the district except for properties fronting on Main Street, which would have a 10-foot setback. Proposed side setbacks would be five feet or 10% of lot width. Special side setbacks would apply when abutting against a residential district. Proposed rear setbacks would be 20 feet throughout the entire district except for properties fronting on Main Street, which would have a 10 foot required setback. Proposed uses include single, multi-family, office, service, home occupation and institutional but on a residential scale and with residential compatibility. No retail or restaurant uses would be allowed.

Mr. Popovich then raised the topic of minimum lot area per dwelling unit and asked whether the village should be concerned with how many units are in a development if a developer can provide parking. Mr. Luka indicated that the village should care about it because the village did not want 100 square foot units being constructed. Then conversation followed regarding the rage with tiny houses among the Millennial market as well as the range of unit sizes being constructed by developers for the merging of the Millennials and the retirees, who both wanted walkability, rentability (not own homes) and to have nearby amenities. One member cautioned that the village should ensure that its rentable units were a saleable size in order to convert them to ownership units, if necessary, since it would give the village more options to people.

PUBLIC COMMENT

Mr. Kulovany recommended under “Usage” to add Inns and Bed & Breakfasts. Regarding the Millennial comments, Mr. Kulovany stated he was an Uber driver and shared some of the conversations he had while driving Millennials, who basically do not support owning cars in the city when a person can get to work for a relatively cheap fare. Millennials also rent cars and rent units because they do not want to fix anything. He stated that Millennials have a different mind set.

Further discussion followed how the Millennial demographics will change once children come into the picture and, as a demographic group, will eventually move out to the suburbs.

REVIEW DESIGN GUIDELINES

Mr. Popovich depicted various buildings in the village on the overhead, pointing out that their design was based off of the village’s Pattern Book. He described how the various buildings are broken up, the materials used on them, and the rhythm of the buildings, i.e., window patterns, corner treatments, and cornice/roof lines. He stated that EFIS, CMU brick, and vinyl siding are not encouraged in the village. Per a question, projecting signage or awnings can encroach into the right-of-ways but not balconies. Staff administers these guidelines.

Mr. Houseal explained that the intent of the guidelines is to use them for the different types of components or features the village anticipates addressing. However, once the district regulations

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are put into place, they are to be used as a reference. He recommended crafting design guidelines for each of the separate districts discussed above so developers know what to produce.

Asked if he has seen developers go green on their own or whether they need incentives, Mr. Popovich explained that he has seen developers go green when detention or stormwater practices are required. Details followed. Mr. Houseal also shared what he has seen in the field.

Of the three residential developments being constructed in the village, a question was asked whether the village had to change any of the designs wherein Mr. Popovich indicated that the designs were “tweaked” a bit, citing some of the design changes that were made at the Main and Maple project. Mr. Popovich inquired whether the guidelines should continue to be used as guidelines or whether they should be converted to regulations. He explained that currently, they are guidelines, whereby staff can enforce them. If they are regulations that require specific compliance, a review board would be needed. A review board could require developers spend more time to go through the process to receive approval from the board.

Members seemed to favor keeping the guidelines in place versus regulations. Mr. Houseal believed the guidelines needed to be drafted for each of the districts and the guidelines appeared to be successful currently. He reiterated that the guidelines were not meant to dictate architecture or dictate building design but to guide development to ensure the desired downtown character and sense of place is met.

PUBLIC COMMENT –

No additional public comment was provided.

Mr. Popovich closed the discussion by summarizing that he will revise the guidelines according to the changes discussed tonight and then at the next meeting he will discuss uses and procedures. The next meeting will be scheduled for February 20, 2017 at the Public Works Building.

ADJOURNMENT

THE MEETING WAS ADJOURNED AT 9:10 P.M. ON MOTION BY MR. LUKA, SECONDED BY MRS. ACKS. MOTION CARRIED BY VOICE VOTE OF 6-0.

Respectfully submitted,

/s/ Celeste K. Weilandt

(As transcribed by MP-3 audio)

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
JANUARY 25, 2017
LIBRARY MEETING ROOM**

1. **Call to Order.** President Greene called the meeting to order at 7:30 p.m.
2. **Roll Call.** Members present: Trustee Ed Earl, Trustee Jonathan Graber, Trustee David Humphreys, Trustee Art Jaros, President Wendee Greene. Absent: Trustee Susan Eblen.

Also present: Director Julie Milavec, Assistant Director for Support Services Sue O'Brien, Assistant Director for Public Services Bonnie Reid, Circulation Services Manager Christine Lees, Friends of the Library President Joann Hansen, Resident Ed Pawlak, and Resident Tom Sleeter.

3. **Welcome to Visitors.** President Greene welcomed the visitors and thanked them for their interest in the library.
4. **Approval of Minutes.**
 - a. December 21, 2016 Regular Monthly Meeting. It was moved by Jaros and seconded by Earl THAT the Minutes of the December 21, 2016 Regular Monthly Meeting be approved as circulated. Motion passed by voice vote.
5. **Financial Matters.**
 - a. December 2016 Financial Report. Updated invoice lists were distributed to Board members. Milavec presented the report, and she discussed changes to the 2016/2017 invoices lists. She also clarified for Jaros the amount of remaining funds for the year as reported in the December 2016 expenditures report.
 - b. December 2016/January 2017 Invoices. It was moved by Humphreys and seconded by Earl THAT the payment of December 2016 and January 2017 invoices totaling \$154,172.38, and the acceptance of December 2016 credit memos totaling \$80.73, and the ratification of the December payrolls totaling \$212,983.95 be approved. Roll call: Ayes: Earl, Graber, Humphreys, Jaros, 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. Ed Pawlak asked that the library do a two-year projection of circulation statistics. He wants to see the trends in circulation and see if there is an effect on circulation from programs and initiatives on the trends. Graber asked if an event has a tie to circulation for the day. Reid explained that at this time we cannot get daily statistics from SWAN to check.

Tom Sleeter asked to what degree the village handles services for the library. Milavec explained that the library is a component unit of the village, and the library's budget is a pass through as part of the village's budget. The library also has an IGA for health insurance and other benefits. The village also handles certain human resources functions, payroll, financial accounting, and auditing. A village employee is the authorized agent for IMRF, and the village is the library's 457 plan administrator.

8. Unfinished Business.

- a. Intergovernmental Agreement Between the Village and Library Regarding Creation of a Special Reserve Fund. One word was changed in the agreement. It was moved by Jaros and seconded by Humphreys THAT the intergovernmental agreement between the village and library regarding creation of a special reserve fund be approved as amended. Roll call: Ayes: Earl, Graber, Humphreys, Jaros, Greene. Nays: None. Abstentions: None.

9. New Business. There was none.

- 10. Library Director's Report.** Milavec presented her written report (attached). Milavec shared information about the progress in the strategic planning process. Humphreys asked if a flyer was available about the strategic planning focus groups. Milavec explained that there was information about the focus groups in *Discoveries*, which goes to all households in Downers Grove. There is an Illinois Library Association Trustee Workshop on February 18; and on February 13, there is an Illinois Library Association Legislative Meet-up that Milavec, Jaros, and Representative David Olsen will attend. RAILS is looking for a trustee to be on the board. The library circulated over 1,000,000 items this year. We will have a day of celebration on March 1, giving away "fine erasers" that day only to be used by the end of 2017.

- 11. Board Member comments and request for information.** Jaros asked about the 6% decrease in collection size. Reid explained that outdated/unused materials were removed from the collection as new items are added and that there is only a finite amount of space in the building for collections. Graber asked whether the library or the foundation owns the artwork in the library. The library foundation gives the artwork to the library, so the library owns it. He also asked about the laptops purchased in December. Milavec explained that we still had funds in the 2016 budget at the end of the year, so IT purchased them in 2016. Humphreys reminded the board that the library has a responsibility to maintain the artwork. Earl spoke to some of the politicians who were collecting signatures in the parking lot who were surprised by how many people using the library were not Downers Grove residents.

- 12. Adjournment.** President Greene adjourned the meeting at 8:24 p.m.

Revenue by Object Report

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Periods: 12 through 12

Village of Downers Grove
12/1/2016 through 12/31/2016*Grand Totals*

<i>Object/Title</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
4101 Current Property Taxes	4,826,000.00	51,289.79	4,872,521.86	-46,521.86	100.96
4109 Prior Year Property Taxes	100.00	238.31	3,713.21	-3,613.21	3,713.21
4313 Personal Property Replacement Tax	50,000.00	2,643.31	59,659.17	-9,659.17	119.32
4410 Sales of Materials	6,000.00	937.05	10,565.24	-4,565.24	176.09
4502 Charges For Services	25,000.00	1,450.88	39,354.12	-14,354.12	157.42
4509 Fees For Non-Residents	16,000.00	813.00	15,782.00	218.00	98.64
4571 Rental Fees	3,000.00	420.00	4,870.00	-1,870.00	162.33
4581 Fines	82,000.00	6,332.65	92,532.15	-10,532.15	112.84
4590 Cost Recovered For Services	28,000.00	1,676.77	19,151.24	8,848.76	68.40
4610 Federal, Operational Grants	0.00	0.00	0.00	0.00	0.00
4620 State, Operational Grants	60,000.00	0.00	37,935.84	22,064.16	63.23
4711 Investment Income	2,000.00	843.44	5,312.08	-3,312.08	265.60
4712 Investment Income - Property Taxes	100.00	0.00	0.00	100.00	0.00
4820 Contributions, Operating	10,000.00	250.00	10,967.00	-967.00	109.67
4988 Bond Issue Proceeds	0.00	0.00	0.00	0.00	0.00
4997 Prior Period Adjustments	0.00	0.00	0.00	0.00	0.00
Grand Totals	5,108,200.00	66,895.20	5,172,363.91	-64,163.91	101.26

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12/22/2016 1:26PM
Periods: 12 through 12

Expenditures by Object Report

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Village of Downers Grove
12/1/2016 through 12/31/2016

Grand Totals

<i>Object/Title</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
5101 Salaries, Exempt	1,592,865.00	116,457.78	1,521,873.30	0.00	70,991.70	95.5
5111 Salaries, Non-Exempt	78,120.00	6,914.12	82,210.41	0.00	-4,090.41	105.2
5119 Part-Time Employee Wages	1,186,110.00	89,612.05	1,168,770.54	0.00	17,339.46	98.5
5131 IMRF Pension Contributions	284,625.00	19,442.06	254,037.39	0.00	30,587.61	89.2
5133 Medicare Contributions	44,505.00	3,042.01	39,649.84	0.00	4,855.16	89.0
5134 Social Security Contributions	185,782.50	13,006.94	169,533.44	0.00	16,249.06	91.2
5140 Auto Allowance	0.00	0.00	0.00	0.00	0.00	0.0
5167 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.0
5190 Life Insurance	2,070.00	72.00	873.00	0.00	1,197.00	42.1
5191 Health Insurance	216,700.00	19,340.00	234,472.50	0.00	-17,772.50	108.2
5195 Optical Insurance	3,105.00	137.32	1,706.90	0.00	1,398.10	54.9
5197 Dental Insurance	24,529.50	1,974.40	24,137.52	0.00	391.98	98.4
5210 Supplies	92,920.00	9,334.70	74,367.93	0.00	18,552.07	80.0
5251 Maintenance Supplies	16,000.00	1,360.04	16,762.53	0.00	-762.53	104.7
5280 Small Tools & Equipment	30,000.00	5,628.22	18,861.15	0.00	11,138.85	62.8
5291 Water Purchase	0.00	0.00	0.00	0.00	0.00	0.0
5302 Dues And Memberships	4,800.00	295.00	4,721.00	0.00	79.00	98.3
5303 Seminars, Conferences & Meetings	30,400.00	493.41	21,089.98	0.00	9,310.02	69.3
5308 Recognition Program-Staff	4,000.00	377.59	1,619.53	0.00	2,380.47	40.4
5315 Professional Services	40,000.00	2,267.47	51,556.02	0.00	-11,556.02	128.8
5322 Personnel Recruitment	0.00	0.00	200.00	0.00	-200.00	0.0
5323 Special Legal	6,000.00	1,234.60	1,574.60	0.00	4,425.40	26.2
5336 Cataloging Services	0.00	0.00	0.00	0.00	0.00	0.0
5346 Data Processing Services	95,000.00	0.00	91,450.86	0.00	3,549.14	96.2
5380 Printing Services	17,000.00	0.00	12,847.35	0.00	4,152.65	75.5
5391 Telephone	20,000.00	1,738.17	20,172.47	0.00	-172.47	100.8
5392 Postage	26,000.00	3,000.00	25,500.00	0.00	500.00	98.0
5393 Freight And Cartage	0.00	0.00	0.00	0.00	0.00	0.0
5407 Advertising And Public Relations	20,000.00	3,394.28	21,502.15	0.00	-1,502.15	107.5
5420 Insurance - Other Policies	44,000.00	0.00	41,995.00	0.00	2,005.00	95.4

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Periods: 12 through 12

Expenditures by Object Report

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Village of Downers Grove
12/1/2016 through 12/31/2016

Grand Totals [Continued]

<u>Object/Title</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
5430 Building Maintenance Services	94,000.00	3,850.68	79,723.72	0.00	14,276.28	84.8
5450 Cleaning Services	88,000.00	5,697.00	62,717.00	0.00	25,283.00	71.2
5461 Utilities	28,000.00	1,063.88	14,607.58	0.00	13,392.42	52.1
5470 Other Equipment Repair And Maintenance	15,000.00	825.66	1,783.22	0.00	13,216.78	11.8
5481 Rentals	15,000.00	1,009.07	18,080.84	0.00	-3,080.84	120.5
5620 Recoverables	3,600.00	515.50	1,641.19	0.00	1,958.81	45.5
5630 Contingency	20,000.00	0.00	10,580.04	0.00	9,419.96	52.9
5670 Claims & Similar Exps	0.00	0.00	0.00	0.00	0.00	0.0
5681 Community Events Grants	0.00	0.00	0.00	0.00	0.00	0.0
5690 Unemployment Compensation	14,000.00	0.00	0.00	0.00	14,000.00	0.0
5730 Intangibles & Artwk	0.00	0.00	0.00	0.00	0.00	0.0
5750 Buildings	0.00	0.00	0.00	0.00	0.00	0.0
5770 Capital Equipment	46,000.00	4,501.50	23,227.90	0.00	22,772.10	50.5
5850 Buildings	0.00	0.00	0.00	0.00	0.00	0.0
5851 Electronic Resources	213,000.00	18,488.65	188,713.98	0.00	24,286.02	88.6
5852 Print Materials	333,000.00	38,775.59	310,526.08	0.00	22,473.92	93.2
5853 Audiovisual Materials	144,000.00	11,638.90	122,011.80	0.00	21,988.20	84.7
5860 Improvements Other Than Buildings	0.00	0.00	0.00	0.00	0.00	0.0
5870 Capital Equipment	100,000.00	0.00	98,161.08	0.00	1,838.92	98.1
5880 Intangible Assets (Software)	37,500.00	2,762.50	35,701.82	0.00	1,798.18	95.2
5899 Depreciation	0.00	0.00	0.00	0.00	0.00	0.0
5910 Transfer For Capital Projects	0.00	0.00	0.00	0.00	0.00	0.0
Grand Totals	5,215,632.00	388,251.09	4,868,961.66	0.00	346,670.34	93.3

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Invoice Edit Listing
Village of Downers Grove
2016 Budget

Vendor Totals

Vendor	Number of Invoices	Amount	Retained/Withheld Amount	Total
000011 A & A CASH REGISTER	1	140.00	0.00	140.00
000265 ALL AMERICAN PAPER CO	1	473.09	0.00	473.09
000322 AMAZON.COM	1	4,318.99	0.00	4,318.99
000351 AMERICAN LIBRARY ASSOCIATION	1	57.60	0.00	57.60
000403 AT&T	1	648.90	0.00	648.90
016766 ATLAS DOOR REPAIR.COM	1	274.00	0.00	274.00
000656 B. GUNTHER & COMPANY, INC	1	498.00	0.00	498.00
000672 BAKER & TAYLOR - L0217582	54	22,107.78	0.00	22,107.78
016893 BIBLIOTHECA, LLC	6	12,277.04	0.00	12,277.04
009483 BRODART CO	1	815.77	0.00	815.77
013048 BUILDING OUTFITTERS, INC.	1	1,195.00	0.00	1,195.00
014319 CANTEEN REFRESHMENTS	1	159.45	0.00	159.45
001264 CDW GOVERNMENT, INC	4	13,237.77	0.00	13,237.77
008323 CENGAGE LEARNING	7	788.51	0.00	788.51
001277 CENTER POINT PUBLISHING	4	358.22	0.00	358.22
002056 DEMCO INC	2	930.14	0.00	930.14
002330 DOWNERS GROVE DOWNTOWN MANAGEM	1	175.00	0.00	175.00
002539 EBSCO SUBSCRIPTION SERVICES	1	60.10	0.00	60.10
005572 FIA CARD SERVICES, N.A.	12	5,971.01	0.00	5,971.01
009775 FINDAWAY WORLD, LLC	3	2,167.71	0.00	2,167.71
013544 GOOGLE, INC.	1	637.50	0.00	637.50
003188 GRAHAM CRACKERS COMICS, LTD.	1	302.17	0.00	302.17

Invoice Edit Listing
Village of Downers Grove
2016 Budget

Vendor Totals

Vendor	Number of Invoices	Amount	Retained/Withheld Amount	Total
003249 GREY HOUSE PUBLISHING	1	507.95	0.00	507.95
009102 HAGG PRESS INC	1	2,510.00	0.00	2,510.00
003567 ILLINOIS DEPT OF INNOVATION &, TECHNOLOGY	1	152.00	0.00	152.00
003628 ILLINOIS PAPER CO	1	1,689.00	0.00	1,689.00
009880 IMAGE SYSTEMS &	1	447.45	0.00	447.45
004070 JANWAY COMPANY USA INC	2	961.75	0.00	961.75
017442 JULIE MILAVEC	1	117.33	0.00	117.33
004812 KLEIN, THORPE AND JENKINS, LTD	1	821.50	0.00	821.50
004814 KNICKERBOCKER ROOFING & PAVING	1	1,600.00	0.00	1,600.00
008206 MANAGEMENT ASSOCIATION	1	40.94	0.00	40.94
005333 MANUFACTURERS NEWS INC	1	218.90	0.00	218.90
005866 MIDWEST TAPE	39	16,255.52	0.00	16,255.52
006012 MYERS-BRIGGS AND CO, INC	1	763.00	0.00	763.00
010603 NELSON FIRE PROTECTION	1	620.00	0.00	620.00
006161 NICOR GAS	1	2,016.88	0.00	2,016.88
012499 OVERDRIVE, INC.	9	7,281.45	0.00	7,281.45
006698 PRINT SMART	5	760.38	0.00	760.38
006859 R.H. DONNELLEY	1	13.69	0.00	13.69
016325 RADIKO LLC	1	275.25	0.00	275.25
006897 RANDOM HOUSE, INC	1	10.00	0.00	10.00
014549 REACHING ACROSS ILLINOIS, LIBRARY SYSTEM	1	82.50	0.00	82.50
006956 REGENT BOOK CO, INC.	2	32.99	0.00	32.99
007517 SCHOLASTIC LIBRARY PUBLISHING	1	534.95	0.00	534.95

Invoice Edit Listing
Village of Downers Grove
2016 Budget

Vendor Totals

Vendor	Number of Invoices	Amount	Retained/Withheld Amount	Total
007604 SERVICEMASTER COMMERCIAL CLEAN	1	571.79	0.00	571.79
007612 SHANES OFFICE SUPPLY CO	8	1,397.60	0.00	1,397.60
007676 SIGNS NOW	1	197.00	0.00	197.00
016841 TSAI FONG BOOKS, INC.	1	75.51	0.00	75.51
015177 ULINE	1	701.66	0.00	701.66
011517 UNIQUE MANAGEMENT SERVICES, IN	1	125.30	0.00	125.30
 2016 Total:	 194	 108,376.04	 0.00	 108,376.04

Invoice Listing
Village of Downers Grove
2017 Budget

Vendor Totals

Vendor	Number of Invoices	Amount	Retained/Withheld Amount	Total
015132 ADULT READING ROUNDTABLE	1	100.00	0.00	100.00
000165 ADVANTAGE MICROFILM SERVICES, INC.	1	1,630.00	0.00	1,630.00
000265 ALL AMERICAN PAPER CO	1	489.92	0.00	489.92
000425 ANDERSON ELEVATOR CO	1	232.78	0.00	232.78
001148 CALL THE UNDERGROUND CORP	1	220.00	0.00	220.00
001223 CASE LOTS INC	1	159.20	0.00	159.20
008323 CENGAGE LEARNING	2	247.11	0.00	247.11
001277 CENTER POINT PUBLISHING	1	152.19	0.00	152.19
001553 COMCAST CABLE	1	277.07	0.00	277.07
016094 DE LAGE LANDEN FINANCIAL SVC, INC.	1	898.07	0.00	898.07
002346 DOWNERS GROVE PARK DISTRICT	1	65.00	0.00	65.00
009880 IMAGE SYSTEMS &	2	481.50	0.00	481.50
003696 INLAND MECHANICAL SERVICE CORP	1	2,667.00	0.00	2,667.00
009577 LIBRARIESFIRST	1	4,617.00	0.00	4,617.00
005333 MANUFACTURERS NEWS INC	1	222.90	0.00	222.90
012904 PERSPECTIVES, LTD	1	181.70	0.00	181.70
017441 SEAN MASTERSON	1	400.00	0.00	400.00
007604 SERVICEMASTER COMMERCIAL CLEAN	1	5,545.00	0.00	5,545.00
007612 SHANES OFFICE SUPPLY CO	6	793.89	0.00	793.89
007861 STEPHENS PLUMBING AND HEATING,	1	262.00	0.00	262.00
007978 SUSAN C. O'BRIEN	1	40.00	0.00	40.00
012698 SWAN	1	13,305.75	0.00	13,305.75

Invoice Listing
Village of Downers Grove
2017 Budget

Vendor Totals

Vendor	Number of Invoices	Amount	Retained/Withheld Amount	Total
014744 TEAM ONE REPAIR, INC.	1	478.80	0.00	478.80
017439 TINA BEAIRD	1	125.00	0.00	125.00
006654 UNITED STATES POSTAL SERVICE	1	6,000.00	0.00	6,000.00
008618 USA TODAY	1	293.06	0.00	293.06
009056 XO HOLDINGS, LLC, DBA XO COMMUNICATIONS SVC	1	668.40	0.00	668.40
 2017 Total:	 34	 40,553.34	 0.00	 40,553.34
 2016 Total:	 194	 108,376.04	 0.00	 108,376.04
 Grand Total:	 228	 148,929.38	 0.00	 40,553.34

INVOICES OF NOTE

For Library Board Meeting on January 25, 2017

2016 Budget

000656	B. Gunther & Company (staff name badges)	\$498.00
009483	Brodart (shelf adapters)	\$815.77
013048	Building Outfitters (west windows shades)	\$1,195.00
001264	CDW Government (training room laptops)	\$10,387.82
002330	Downers Grove Downtown Management (Ice Fest sculpture)	\$175.00
009102	Hagg Press (Discoveries)	\$2,510.00
041070	Janway Company (hanging media pouches & DGPL table throws)	\$961.75
017442	Julie Milavec (2016 mileage to various meetings)	\$117.33
016325	Radiko LLC (website consulting and development)	\$275.25
015177	Uline (scaffold)	\$701.66

2017 Budget

000165	Advantage Microfilm Services (annual service agreement)	\$1,630.00
001148	Call the Underground (irrigation maintenance 2017)	\$220.00
003696	LibrariesFirst (Lexis Nexis annual subscription)	\$4,617.00
017441	Sean Masterson (children's magic program)	\$400.00
012698	SWAN (quarterly fees)	\$13,305.75
014744	Team One Repair (adhesive label paper)	\$478.80
017439	Tina Beaird (Genealogy program)	\$125.00
006654	US Post Office (Discoveries mailing)	\$6,000.00

Credit Memo Edit Listing
Village of Downers Grove
2016 Budget

Vendor Totals

Vendor	Number of Memos	Amount
000672 BAKER & TAYLOR - L0217582	6	80.73
Grand Total:	6	80.73

Library Credit Card Details for the January 25, 2017 Board Meeting

Julie Milavec				
971	5303	Seminars, Mtgs, & Conferences	ILA 2017 Legislative Meet-up, 2; Chamber 630 lunch	\$ 105.00
				Total \$ 105.00
Sue O'Brien				
971	5210	Supplies	Staff room supplies	\$ 46.03
971	5308	Staff Recognition	Retirement Party for Melanie Mertz	\$ 248.18
971	5770	Capital Equipment	Office furniture	\$ 846.60
				Total \$ 1,140.81
Dave Thoele				
971	5251	Maintenance Supplies	Cleaning and painting supplies	\$ 165.40
				Total \$ 165.40
Katelyn Vabalaitis				
971	5308	Staff Recognition	Retirement Party for Melanie Mertz	\$ 36.35
				Total \$ 36.35
Nicole Wilhelms				
972	5210	Supplies	View from the Sound Booth pizza	\$ 58.89
972	5280	Small Tools & Equipment	Bookends and gaming controller	\$ 216.10
972	5315	Professional Services	Movie program popcorn	\$ 10.65
972	5853	AV Materials	Teen Central gaming supplies	\$ 98.22
				Total \$ 383.86
Allyson Renell				
973	5280	Small Tools & Equipment	Poster holders and storage containers	\$ 335.03
				Total \$ 335.03
Traci Skocik				
973	5210	Supplies	Program, bathroom, & STEM Room supplies	\$ 140.70
				Total \$ 140.70
Melanie Mertz				
974	5210	Supplies	Office supplies	\$ 90.32
				Total \$ 90.32
Paul Regis				
975	5280	Small Tools & Equipment	Office supplies	\$ 13.18
975	5280	Small Tools & Equipment	Wireless Mouse, 12; printing supplies, cord management, cables, Chromebook adaptors	\$ 503.71
975	5770	Capital Equipment	Media Lab sound equipment	\$ 640.00
975	5880	Intangible Assets	LogMeIn and Deep Freeze annual subscriptions	\$ 1,808.19
				Total \$ 2,965.08

Melody Danley				
976	5210 Supplies	Outreach travel kit boxes	\$	39.96
			Total	\$ 39.96
Melissa Doornbos				
976	5210 Supplies	Google storage	\$	19.98
976	5407 Advertising & Public Relations	Facebook advertising	\$	35.00
			Total	\$ 54.98
Jen Fredericks				
972	5852 Print Materials	Adult collection	\$	446.55
972	5853 AV Materials	Adult collection	\$	45.11
977	5210 Supplies	RTI water	\$	21.86
			Total	\$ 513.52

Library Credit Card January 2017 Totals \$ 5,971.01

PAYROLLS FOR DECEMBER 2016

DECEMBER 9	\$105,201.13
DECEMBER 23	\$107,782.82
TOTAL DECEMBER 2016 PAYROLLS	\$212,983.95

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
JANUARY 25, 2017**

AGENDA ITEM 8A

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE AND LIBRARY
REGARDING CREATION OF A SPECIAL RESERVE FUND**

Following approval of the draft intergovernmental agreement (IGA) at the December meeting, it was forwarded to the Village of Downers Grove for review. The Village initially put forward two proposed revisions verbally. The following revised draft was received on January 18, with additional changes. Substantive changes are highlighted on the draft in your packets.

In non-substantive changes, the Village corrected terms such as “General Fund” to “pooled cash reserves” and “Village Board of Trustees” to “Village.”

On the top of the second page, a “Whereas” clause was added, enumerating long-standing practice for provision of services that are not otherwise documented.

Section 6 was changed to limit the Village’s exposure on for cash flow purposes to one half of the Library Operating Fund property tax levy, while retaining the “at no cost” provision.

Section 7 was added, explicitly stating the continuation of the services enumerated in the “Whereas” clause at no cost.

**AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE VILLAGE OF DOWNERS GROVE AND THE
BOARD OF LIBRARY TRUSTEES OF THE VILLAGE OF DOWNERS GROVE
IN REGARD TO THE CREATION OF A SPECIAL RESERVE FUND**

This Intergovernmental Agreement (“Agreement”), is entered into this ___th day of January, 2017, by and between the VILLAGE OF DOWNERS GROVE, Illinois, an Illinois Municipal Corporation (hereinafter referred to as the "Village"), and the BOARD OF LIBRARY TRUSTEES OF THE VILLAGE OF DOWNERS GROVE, an Illinois Public Library (hereinafter referred to as the "Library Board"). The Village and the Library Board are hereinafter sometimes individually referred to as “Party” and collectively referred to as the “Parties.”

WITNESSETH

WHEREAS, the Village is an Illinois municipal corporation operating pursuant to the Illinois Municipal Code; and

WHEREAS, the Downers Grove Public Library (“Library”) is an Illinois public library operating pursuant to the Illinois Local Library Act (75 ILCS 5/1-0.1, *et seq.*); and

WHEREAS, pursuant to 75 ILCS 5/4-10 of the Illinois Local Library Act, the Library Board provides an annual statement of financial requirements of the Downers Grove Public Library for each fiscal year for inclusion in the budget of the Village, and a statement of the amount of money which, in the judgment of the Library Board, will be necessary for the Village to levy in its annual Tax Levy Ordinance, said Levy to be made pursuant to 75 ILCS 5/3-5 and pursuant to the provisions of the Illinois Municipal Code; and

WHEREAS, the Village provides administrative services to the Library at no cost, including payroll, accounts payable, financial statement preparation, financial reconciliation and reporting, audit services, employee parking permits, IMRF and 457 Plan administration.

WHEREAS, the Library Board currently has a sufficient Operating Fund balance on deposit for cash flow purposes to meet all of its necessary expenses and liabilities, which cash flow need was created by the prior change of the fiscal year of the Village from May 1 to January 1; and

WHEREAS, the Library Board and the Village recognize that it is in the best interests of both Parties and the benefit of the taxpayers residing within the boundaries of the Village of Downers Grove for the Library Board to reduce its Operating Fund balance by transferring a portion of the Operating Fund balance to a Special Reserve Fund to address the Library's capital needs and certain emergency expenditures; and

WHEREAS, the Village agrees that it will use its pooled cash reserves to cover any Library temporary cash flow deficit and to eliminate any negative balances or shortages in the Library's Operating Fund; and

WHEREAS, the Village and the Library Board have determined and find that it is in the overall best interests of the Village, the Library Board, their residents, taxpayers and the public, to facilitate this Agreement regarding the Library Board's annual tax levy needs and its Operating Fund; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, authorize units of local government to

contract or otherwise associate among themselves to obtain or share services, and to exercise, combine or transfer any power or function, in any manner not prohibited by law; and

WHEREAS, the Village and the Public Library are public agencies as that term is defined in the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, the Library Board and the Village are authorized to enter into this Agreement pursuant to the intergovernmental cooperation powers provided by Section 10(a) of Article VII of the Constitution of the State of Illinois of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

NOW, THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements contained herein, the Village and the Library Board agree as follows:

SECTION 1: The Library Board agrees to establish a Special Reserve Fund for use for any or all of the purposes authorized by 75 ILCS 5/5-8 or for emergency expenditures for the repair of the Library's existing building or equipment.

SECTION 2: The Library Board agrees to direct that One Million Four Hundred Thousand Dollars (\$1,400,000.00) of the unexpended balances of the Library's Operating Fund be transferred to the Special Reserve Fund in 2017 thereby lowering its Operating Fund balance by that amount.

SECTION 3: The Library Board shall, within two (2) years from the effective date of the Ordinance and/or Resolution establishing the Special Reserve Fund, develop a plan as described in 75 ILCS 5/5-8 to guide the expenditure of monies held in the Special Reserve Fund.

SECTION 4: The Library Board shall levy in 2017, in a manner that eliminates the need to adopt a levy that contributes to the Special Reserve Fund from the proceeds annually received

from 2017 ad valorem tax revenues. The Library Board, beginning in 2017, will continue to levy to meet its other operating expenses.

SECTION 5: The Library Board may keep in the Library's Operating Fund an operating cash balance year to year for emergency purposes, as provided in the Library's Finance Policy.

SECTION 6: At any time that the Library's Operating Fund balance is negative in advance of receiving the first installment of property tax revenue, the Village will use pooled cash reserves to meet temporary cash flow needs of the Library. The total amount of cash reserves provided by the Village in any fiscal year shall not exceed one half of the Library's Operating Fund property tax levy for the full fiscal year. The Village will not charge interest on the use of cash reserves for this purpose.

SECTION 7: The Village shall continue to provide administrative services, including payroll, accounts payable, financial statement preparation, financial reconciliation and reporting, audit services, employee parking permits, IMRF and 457 Plan administration, at no cost to the Library.

SECTION 8: This Agreement shall be executed simultaneously in two (2) counterparts, each of which shall be deemed an original, but both of which shall constitute one and the same Agreement.

SECTION 9: This Agreement contains the entire understanding between the Parties and supersedes any prior understanding or written or oral agreements between them respecting the subject matter herein. There are no representations, agreements, arrangements or understandings,

oral or written, between and among the Parties hereto relating to the subject matter of this Agreement which are not fully expressed herein.

SECTION 10: This Agreement shall be effective as of the date it is executed by authorized officials of Village and the Library Board, as approved by the corporate authorities of the Parties. Unless otherwise terminated by mutual agreement, this Agreement shall remain in effect perpetually until either Party notifies the other Party in writing that this Agreement shall be terminated on a date not less than two full tax years after the effective date of the service of the notice to terminate this Agreement.

IN WITNESS WHEREOF, each Party, pursuant to authority granted by the adoption of a Resolution by its governing Board, has caused this Agreement to be executed by its President and attested by its Clerk or Secretary.

VILLAGE OF DOWNERS GROVE
THE
GROVE

BOARD OF LIBRARY TRUSTEES OF
VILLAGE OF DOWNERS

By: _____
Village President

By: _____
President

ATTEST:

ATTEST:

BY: _____
Village Clerk

BY: _____
Secretary

DATED: _____

DATED: _____

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
JANUARY 25, 2017**

AGENDA ITEM 10

LIBRARY DIRECTOR'S REPORT

a. Strategic Planning Update

The individual interviews of key stakeholders are underway. The Strategic Planning Outreach Committee, comprised of 12 staff members from 4 departments, are conducting those interviews. Each committee member was assigned 5-6 stakeholders. In-Service Day kicked off the group-based information gathering segment of the process. Ninety-one staff members attended the event and provided their input on Values, Purpose, and Core Services of the Library. In February, during a committee of the whole session following the regular meeting, the Library Board of Trustees will participate in Values and Purpose exercises. A packet of information, including background and examples, will be provided later this week to give you all ample time to prepare. Also in February, the 6 focus groups for the public will be held. Results of the staff In-Service Day, stakeholder interviews and focus groups will be compiled to be disseminated to the Board in March.

b. Illinois Library Association Upcoming Events Reminder

Space is still available for the Legislative Meet Ups and Trustee Day being held by the Illinois Library Association in February. Representative David Olsen and Trustee Art Jaros have responded that they plan to attend the Legislative Meet Up for our area on February 13. I also plan to attend that event.

c. Recent media coverage

See attached.

DOWNERS GROVE

Suburban Life

YOUR NEW DOWNERS GROVE REPORTER

REINDEER GAMES

Area towns get in spirit
of the season **PAGES 12-13**



Librarian Erin Linsenmeyer leads an interactive storytime with children Nov. 25 at the Downers Grove Public Library during the Gingerbread Festival.

Lorae Mundt - For Shaw Media

WEDNESDAY, DECEMBER 21, 2016 | \$1.50 | MYSUBURBANLIFE.COM/DOWNERSGROVE



Downers Grove Library celebrates 125th anniversary

For 125 years, the Downers Grove Public Library provided residents with entertainment, information and inspiration.

To commemorate a mission that started with the Ladies Library Association in 1891, the library is planning a year-long celebration - complete with activities and events designed to honor their legacy.

"We're celebrating this milestone all year long, with a variety of historic portrayals, gallery displays, activities, musical performances, story times, trivia and even a birthday party in the fall," said Melissa Doornbos, public relations manager for the library.

YEAR IN REVIEW 2016

Downers Grove Library hires next director

A new director will take over the helm at the Downers Grove Public Library Aug. 1

The library's board of trustees in May announced that Julie Milavec was hired as the next library director. She will replace former director Rick Ashton, who retired March 31.

Downers Grove Library director retires after 42 years

When Rick Ashton said farewell to the Downers Grove Public Library March 31, the long-time library administrator plans to travel and, of course, read plenty of books.

Ashton, 70, announced in November 2015 that he would retire from his position as library director at the end of March. With his last day approaching, it hardly comes as a surprise that a man who has dedicated more than four decades to public libraries has books on the brain.

"I have a few travel destinations in mind that my wife and I have been discussing, and I have lots of books I've been planning to read all these years," joked Ashton, who will also spend time with his grandchildren and volunteering at his Oak Park church.

Ashton began working in libraries in 1974, and he has seen a lot change during his 42 years on the job. Back then, coin-operated copy machines were considered an innovation and computers were the size of a house, Ashton recalled. Even paperback books were quite rare in libraries.

Despite the ongoing evolution of publishing and library technology, Ashton said libraries have still maintained a high degree of continuity. When he was hired as library director in September 2011, Ashton had this in mind. He led the Downers Grove Library through a major building renovation and modernization effort, while also taking steps to preserve its historic connections to the community. By far, the largest item on that list was a \$2.4 million building renovation that included additional study space, a cafe and enhanced displays.



**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
JANUARY 25, 2017**

DECEMBER 2016 DEPARTMENT REPORTS

Administration

Sue O'Brien

As a 2017 Bookologist, I participated in the December 4 Bookology Fair talking to patrons about books and giving away copies of two of my favorite titles. I checked and approved the 2017 raises, and I arranged for roof maintenance and the yearly sprinkler inspection. I updated the FMLA form and created a general leave of absence form for those employees who do not qualify for FMLA leave. Along with Julie, Bonnie, and Allyson, I met with Dan Pohrte to hear his ideas for additional lighting in the STEM Room and adding lighting to highlight two pieces of artwork. I've also begun an update of the employee handbook.

Bonnie Reid

With the retirement of Circulation Manager Melanie Mertz on December 16, I worked with Cheryl Pawlak to devise a training schedule for the new Manager Christine Lees, who starts on January 2. Admin staff also hosted Melanie's retirement party on December 13. I held my biweekly update meetings with ATS, Children's, and Circulation Managers. I advised ATS and Circulation staff on shifting the Adult Mystery collection and completed discussions with Jen, Paul, Lynette, and Sue regarding the updated loan rules for equipment. I have been working with Lynette and Debra on new furniture for Teen Central's gaming area and participated in the meetings with architect Dan Porhte, Julie, Allyson, and Sue about proposed lighting projects. Ongoing tasks included working with Aimee to develop a new Excel version of the monthly statistics and reporting form, which we will start using for 2017 statistics, as well as working with Sue S. to develop a new Excel version of the How Did We Do form evaluation document.

Adult and Teen Services – Nicole Wilhelms

- We were able to accept all applicants for Girls Who Code! As of 1/9, we have 23 students confirmed. Due to Debra's departure from the library to be the CCS Consortium Member Services Manager, Sharon will be coordinating the 20 week course.
- View from the Sound Booth ended December 12. The two bands each recorded and edited one full song, learning to use the mics, amps, mixer, and recording and editing software. They did an amazing job.
- Erin and Lynette saw 60 students at Herrick Middle School for their bi-annual Harry Potter Trivia. They booktalked a few fantasy Harry Potter readalikes, helped run trivia, and served students mugs of Butterbeer and shots of Love Potion and Truth Serum.

- Lynette, Jason, and Max led a 2-part photography workshop for teens. The students learned how to put the DSLR cameras together, how to adjust and use the tripod, use the cameras' menu settings, shoot in manual mode, and focus. They learned how to use paint.net to edit their top three photos by putting in whatever backgrounds they wanted, text overlays, and lots of other cool stuff.
- Work has started on evaluating items in the Local History Collection to determine preservation needs. Items specific to Downers Grove History are being repaired first.
- The December 4 Bookology Fair was a smashing success despite the snowy weather. In two hours, we gave away 446 books for kids and adults and provided 178 readers' advisory recommendations. We estimate between 200-250 patrons attended.
- Melissa, Kira, and Karen are gearing up for a very fun February 11 Genealogy Fair (2pm-4pm). Patrons can meet representatives from area organizations and learn about their purpose and events.
- Our new part-time staff member, Karen Bonarek starts January 16.

Children's Services – Allyson Renell

- On November 30th the Kids Room partnered with both District 58 and District 99 to offer a 'Science Fair Expo.' This program allowed District 58 students to bring their ideas and questions about their science fair projects to District 99 high school science students. The high school students helped the District 58 students think critically about their project and prepare for the fair. Over 125 people attended and we had 28 high school volunteers.
- Even though District 58 was only in school for two weeks of December, we visited 8 different classrooms of students for various programs such as storytime, book talks, and a class on website evaluation.
- During the week of December 19th-23, we showed holiday movies in the Kids Room had over 190 attendees.

Circulation – Christine Lees

- The Circulation Department and Library as a whole said, “goodbye” to long-time Circulation Manager, Melanie Mertz. A beautiful retirement party was thrown in Melanie's honor and enjoyed by all staff.
- Our loyal and helpful former employees who were back from college for the winter break returned to help our department cover vacations, etc. In addition to jumping in to help out in all areas of Circulation, they managed to shift the entire Mystery collection to even out the shelves!
- The Downers Grove Historical Society hosted an ornament sale in our lobby. The sale was a success and certainly benefitted from the need for the Village sponsored Santa to move his “grotto” indoors to our meeting room due to the frigid temps. Many community members who came to visit Santa also stopped by the ornament sale, a win-win.

- SWAN was off-line on December 3rd and 4th, meaning no checking in of materials etc., with hard work and determination Circulation staff had everything back to normal within a couple of days.

Information Technology – Paul Regis

On Tuesday, December 20th, Technology Assistant I Max Mogavero and IT Manager Paul Regis hosted a headshots program, open to all. This service offers professional-level photography headshots, suitable for LinkedIn and similar profiles. Attendance consisted of two patrons, down considerably from the usual average of around 15 patrons, but was not surprising given the date being so close to the holiday season.

Technology Assistant II Jason Peters led a drop-in class focusing on an intro to DSLR and photography on Wednesday, December 28th. Max Mogavero led the second part of this class on the 29th, focusing on chroma key editing – using a green screen background to edit images. These classes were spearheaded by Teen Services Coordinator Lynette Pitrak, aimed towards teens during winter break. Both events were well-attended and successful.

IT staff worked on replacing the library's Training Room desktop computers and monitors with new laptops. This new setup allows for better visibility of the projection screen, as well as a more modular configuration of the room (i.e. more desktop room for iPad classes).

Due to demand and a steadily-growing hold list, three additional wireless hotspots were purchased (for a total of four). These are in the process of being added to the catalog, and will be available to patrons soon.

Public Relations – Melissa Doornbos

The online chat box previously located on one (hard to find) page of the website is now usable from all www.dglibrary.org pages. All service desks, as well as Digital Librarian Mary Styrczula, answer chats and transfer them to the appropriate department as needed. This service is staffed during all regular open hours and shows as unavailable when we are closed. Conversations that are started now stay with website visitors as they navigate around the site.

Staff Artist Melody Danley redesigned the Kids Room bi-monthly program flyer. It now features four-color printing and is broken down into sections to more easily discover programs for particular age groups or subjects. Pretty! (PDF attached)

We kicked off the 2017 adult program schedule with a latin jazz concert for 115 attendees.

Staff testing and training has commenced on program registration and public room booking software Communico - a potential replacement for our current software Evanced.

Technical Services – Jen Fredericks

Inventory and Cataloging:

For the ATS collection: added 1047 print items and 313 AV items; discarded 3077 print items and 1299 AV items.

For Kids Room collection: added 480 print items and 152 AV items; discarded 1813 print item and 48 AV items.

Originally cataloged 45 items

Reclassification and Repairs:

Repaired 992 ATS and Kids Room books and audiovisual items

Reclassified 192 adult and ATS and Kids Room items

Reports for staff:

ATS audiobook collection

ATS reference, including local history and local documents

Other news:

J Fiction reclassification project: Three-fourths the way through placing new spine labels on the the J FICTION collection; all database changes have been made (approx.15,000 items)

Compiled report of top circulating books, DVDs and Blu-rays (not including e-items)

Celebrated New Year with department potluck lunch.

Jen agreed to mentor practicum student, Nora Callahan Mastny, for the Spring Semester who will begin on 1/27/2016.

For School-Age

Drop-In Chess
Tues., Jan. 3, 4:00 – 4:45 p.m.
Tues., Feb. 7, 4:00 – 4:45 p.m.

Play a game with other kids and improve your skill. All skill levels.

Science Fair Expo
Wed., Jan. 4
6:30 – 7:30 p.m. 1st – 4th Graders
7:30 – 8:30 p.m. 5th – 8th Graders
Meeting Room

Participating in District 58’s science fair? Discuss your project with science students and teachers from DG North and South who will help you in any way they can.

Money BINGO Grades 1+
Wed., Jan. 11, 4:00 – 4:45 p.m.

Practice your money skills! Add pennies, nickels, dimes, and quarters to get BINGO and win a small prize. Group limit 36.

Art Academy Grades 4+
Dress for messy! Group limit: 15.

January: Claude Monet
Thurs., Jan. 12, 4:00 – 4:45 p.m.
Register beginning Thurs., Dec. 29

Inspired by Monet’s Waterlilies, create a watercolor and torn tissue 3D collage.

February: Georgia O’Keefe
Thurs., Feb. 9, 4:00 – 4:45 p.m.
Register beginning Thurs., Jan. 26

Create a piece using chalk pastels based on Georgia O’Keefe’s grand canvases.



Read to the Dogs
Thurs., Jan. 12, 7:00 – 8:00 p.m.
Register beginning Thurs., Dec. 29

Thurs., Feb. 9, 7:00 – 8:00 p.m.
Register beginning Thurs., Jan. 26

Reading to dogs can improve reading and communication skills while also being fun! To schedule a 15-minute time slot, call the Kids Room Desk at (630) 960–1200. No online registration.

Beginning Tech Skills

Intro to Bloxels Grades 4+
Tues., Jan. 17, 4:00 – 5:00 p.m.
Register beginning Jan.3

Learn about Bloxels and start designing a video game of your own. A personal tablet device is required for this program. Group limit: 12

Bloxels Grades 4+
Tues., Feb. 14, 4:00 – 5:00 p.m.

Start designing a video game of your own with this new game creation tool. A personal tablet device is required for this program.



Harry Potter Trivia

Mon., Jan. 16
3:30 – 4:00 p.m.

Test your Harry Potter knowledge after you watch the movie! Bring a personal device that can connect to WiFi to play the quiz using Kahoot. Winner will win a prize!



Homeschool Hangout Grades 1 – 6
Come over and hang out with us. During each meet-up, go over a library skill and play with some cool tech toys!

January: Cubelets
Thurs., Jan. 19, 1:00 – 2:00 p.m.

February: Squishy Circuits
Thurs., Feb. 16, 1:00 – 2:00 p.m.

Let It Snow Grades 1 – 3
Wed., Jan. 25, 4:00 – 4:45 pm
Register Beginning Thurs., Jan 5

A craft blizzard is taking shape! Create some snowy crafts and maybe hear a wintry story. Group limit: 15

BeTwEens Grades 4 – 8

January: Bird Feeders
Thurs., Jan. 26, 4:00 – 5:00 p.m.

Make a variety of bird feeders for the backyard! *Please be aware that peanut butter will be used in this program.*

Minute to Win It
Thurs. Feb. 23, 4:00 – 5:00 p.m.

How quick can you win? Test your skills with some fun games!



Pokémon Fun
Sat., Jan. 28, 3:00 – 3:45 p.m.
Sat., Feb. 25, 3:00 – 3:45 p.m.

Trade cards, show off favorites, and possibly win a new pack! All ages.

Dough and Slime Grades 3+
Thurs., Feb. 2, 4:00 – 4:45 p.m.
Register beginning Thurs., Jan.19

Who doesn’t like to play with slippery slime? Or mold play dough? Now you can come and make your very own. Group limit: 15

Animal BINGO Grades 1+
Wed., Feb. 8, 4:00 – 4:45 p.m.

Test your knowledge of animals. Get BINGO and win a small prize. Group limit 36.

Spy Science Grades 3 – 5
Mon., Feb. 20, 1:00 – 1:45 p.m.
Register beginning Thurs., Feb. 2

Learn to read messages in secret code, hear whispers across the room, see around corners! Shhhh, it’s spy science. Group limit: 15

Feed the Birds Grades K – 2
Wed., Feb. 22, 4:00 – 4:45 p.m.
Register beginning Thurs., Feb. 2

Make a variety of bird feeders to hang in your backyard this winter. *Be aware that peanut butter will be used.* Group limit: 15



Kids Room Programs

Edible Book Contest
Sun., Jan. 29, 2:00 – 3:00 p.m.

Transform your favorite book into an edible creation! Make it at home and bring to the library for show and tell. You can use both edible and non-edible components to make your creation. Set up starts at 1:00 p.m., viewing and judging at 2:30 p.m. All ages are invited to participate and winners will be chosen for a variety of categories. Not interested in making your own book-inspired



Storytimes

Open Storytime
Mondays, Jan. 9 – Feb. 13
9:30 – 10:00 a.m.
Tuesdays, Jan. 10 – Feb. 14
9:30 – 10:00 a.m.
10:30 – 11:00 a.m.

Picture books, songs, and activities designed for preschoolers to promote early literacy and vocabulary skills. Attending children must be accompanied by an adult.

Toddler Storytime 12 – 36 months
Mondays, Jan. 9 – Feb. 13
10:30 – 11:00 a.m.
Wednesdays, Jan. 11 – Feb. 15
10:30 – 11:00 a.m.

Songs, rhymes, stories, and movement to promote early literacy, vocabulary, and motor skills for walking toddlers and their parents.

display? Come to the Kids Program Room at 2:30 p.m. and vote for your favorite creation and watch the judging. Displays will not be eaten. For more information, please call the Kids Room Desk at (630) 960–1200.

Infant Storytime Non-Walkers
Wednesdays, Jan. 11 – Feb. 15
9:30 – 10:00 a.m.

Parents with babies will enjoy songs, stories, and movement to promote early literacy, vocabulary, and motor skills.

Saturday Morning Storytime
Saturdays, Jan. 7 – Feb. 25
9:30 – 10:00 a.m.

Stories, songs, and fingerplays. Parent involvement is important, and attending children must be accompanied by an adult.



1050 Curtiss Street
Downers Grove, IL 60515
(630) 960–1200
www.dglibrary.org

DOWNERS GROVE PUBLIC LIBRARY

January February 2017

Family Movies
Program Room
Bring a blanket and pillow to enjoy a movie on our *giant* screen!
Popcorn provided.

The Jungle Book (PG)
Sat., Jan. 7, 2:00 – 4:00 p.m.

Harry Potter and the Sorcerer’s Stone (PG)
Mon., Jan. 16, 1:00 – 3:30 p.m.

The BFG (PG)
Sat., Jan. 21, 2:00 – 4:00 p.m.

The Lion, the Witch, and the Wardrobe (PG)
Sat. Feb. 4, 2:00 – 4:30 p.m.

Kubo and the Two Strings (PG)
Sat., Feb. 18, 2:00 – 3:30 p.m.

Frozen Sing Along (PG)
Mon. Feb. 20, 10:00 – 11:30 a.m.





Early Childhood

Baby Play

Infants
Thurs., Jan. 5, 9:30 – 10:15 a.m.
Thurs., Jan. 19, 9:30 – 10:15 a.m.
Thurs., Feb. 16, 4:00 – 4:45 p.m.

Bring your infant and come socialize with other parents. We will supply the room and the toys for your little ones while you can connect with each other!

Recess at the Library

Fri., Jan. 6, 10:00 a.m. – noon
Fri., Feb. 3, 10:00 a.m. – noon
Fri., Feb. 17, 10:00 a.m. – noon

Is the cold getting to you? Did you know you could play hopscotch, hula hoop, or even walk the balance beam here in the Kids Room? Stop in for fun outdoor activities all winter long! Attending children must be supervised by an adult.

All programs held in the Kids Program Room unless noted.

Library Closings
The library will be closed Sunday, January 1 for New Year’s Day. On Friday, January 20, the library will be closed for a Staff In-Service Day.

Registration Policy
Registered programs are open to children or families with DGPL cards. Parents may register in person, by telephone, or online beginning at 9:00 a.m. on the day of each registration. If your child is registered but unable to attend, call the Kids Room Desk at (630) 960–1200.



Nature in the Kids Room

Bugout!
Fri., Jan. 13, 11:00 – 11:45 a.m.
A naturalist from Lyman Woods will visit the Kids Room to talk all about creepy, crawly *bugs!*

Animals Inside Out!
Fri., Feb. 10, 10:00 – 10:45 a.m.
Come to the Kids Room to see a Lyman Woods naturalist compare mammals, birds and reptiles. A surprise animal will also make an appearance!

Bluestone Academy Dancers Ages 3+
Sat., Jan. 21, 10:15 – 11:00 a.m.

Dancers from the Bluestone Academy will share an interactive dance performance. Come learn about different styles of dance and have some dancing fun. Children must attend with an adult. Meeting Room.



Mini Mad Scientists Ages 3+
Explore the simple science behind a topic. Dress for messy! The same class is offered twice each month. Children must attend with their parent/caregiver. Group limit: 12 pairs.

January: Circuitry
Tues., Jan. 24, 4:00 – 4:30 p.m.
Thurs., Jan. 26, 10:30 – 11:00 a.m.
Register beginning Thurs., Jan. 5

February: Architectural Science
Tues., Feb. 21, 4:00 – 4:30 p.m.
Thurs., Feb. 23, 10:00 – 10:30 a.m.
Register beginning Feb. 2

Teddy’s Tea Time Ages 3+
Thurs., Feb. 2, 10:00 – 10:30 a.m.
Register beginning Thurs., Jan. 12
Bring your favorite bear for a special story-time that will include crafts, stories, and a snack. Group limit: 20

Family Dance Party!
Fri., Feb. 24, 10:00 – 10:30 a.m.
If you love jamming in our storytimes, join us for a dance party!



For Families

Game Night
Come as a family and play with our collection of board games. Find a classic like The Game of Life or something new like Pete the Cat Groovy Buttons Game. We have games for all ages and family sizes.

Tues., Jan. 3, 6:00 – 8:00 p.m.
Tues., Jan. 31, 6:00 – 8:00 p.m.
Tues., Feb. 28, 6:00 – 8:00 p.m.

Lego Build
What can you make with our Legos, a theme, and your imagination? We’ll display your creations in the Kids Room. For children of all ages accompanied by an adult. Group Limit: 20 families.

January: Use *One* Color of Blocks
Thurs., Jan. 19, 7:00 – 8:00 p.m.
Register beginning Thurs., Jan. 5

February: Castles
Thurs., Feb. 16, 7:00 – 8:00 p.m.
Register beginning Thurs., Feb. 2

Winter Wonderland Celebration
Sat., Feb 11, 10:00 a.m. – 4:00 p.m.
Coming into town for the Annual Ice Festival? Be sure to warm up in the Kids Room throughout the day for some snowy crafts, games, and movies galore!

STEM Room

Open STEM Time
Build with *giant* building blocks, look through our STEM books, and explore the different materials that we put out every week!

Preschool STEM Materials
Thursdays & Fridays
9:00 a.m. – 1:00 p.m.

Grade School STEM Materials
Tuesdays & Thursdays, 1:00 – 7:00 p.m.



Ben’s Indoor Bubble Show
Sat., Jan. 7, 10:30 – 11:15 a.m.
Meeting Room
Ben creates marvelous bubble sculptures during his indoor show. There will even be glow-in-the-dark bubbles! Children must be accompanied by an adult.

Theatrical Magic of Sean Masterson!
Sat., Feb. 4, 10:30 – 11:15 a.m.
Meeting Room
Sean Masterson’s theatrical magic show imaginatively combines sleight-of-hand, mind blowing illusions, and audience participation. Children must be accompanied by an adult.



What’s the Buzz?

Window Display Applications

Sat., Jan. 14, 9:00 a.m.
Display your collection in the Kids Room’s display windows. Applications will be available at the Kids Room Desk for the 2017 display year. The first 100 completed applications will be accepted beginning Saturday, January 14 at 9:00 a.m.

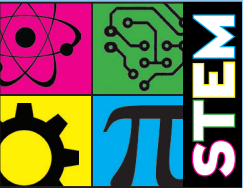


Chicago Wolves Read to Succeed

Jan. 2 – Jan. 30
How would you like to earn a prize just by reading? Pick up a reading log for our winter reading program. You get to create your own goals! Try to read nine books total or choose how many minutes your read each day. Bring your completed log back to the Kids Room Desk before Jan. 30 to receive a prize.

Bookmark Contest

Grades K – 8
Jan. 2 – Feb. 17
Design a bookmark! Entry forms are available at the Kids Room beginning Monday, January 2. One from each grade level will be selected and printed for use in the library. Bookmarks are judged and co-sponsored by the Downers Grove Breakfast Kiwanis Club. Winners will be contacted by March 15.



Downers Grove Public Library**Statistics for November 2016 (FY Jan-Dec)**

Gate Count	Nov-15	Nov-16	YTD Totals		YTD Increase (Decrease)	
	42,016	42,728	472,856	504,166	31,310	6.6%
Circulation	Nov-15	Nov-16	YTD Totals			
Adult	43,066	41,981	477,396	520,489		
Children	32,249	29,551	344,569	360,393		
Download	6,406	7,408	71,129	79,639		
Self renewal		0 *	19,914		YTD Increase (Decrease)	
Total	81,721	78,940	913,008	960,521	47,513	5.2%

* As of May 2015, numbers for self-renewals are included in the Adult and Children's Circulation figures

Circulation - By Item

	Books		Audio and Video		Misc.	
Adult	22,827	54.4%	17,083	40.7%	2,071	4.9%
Children	22,583	76.4%	6,070	20.5%	898	3.0%
Total	45,410	63.5%	23,153	32.4%	2,969	4.2%

Reference Questions

	Nov-15	Nov-16		
Adult	5,834	5,068		
Children	1,846	1,551	YTD Increase (Decrease)	
Total	7,680	6,619	-3,232	-3.7%

Community Use of Meeting, Conference & Study Room (YTD no. of meetings, not attendance)

	Nov-15	Nov-16	YTD Increase (Decrease)	
	973	1,093	2,422	27.5%

Library Programs Offered

	Nov-15	Nov-16
Adult	18	24
Teen	8	11
Children's	42	74
Total	68	109

Library Program Attendance

	Nov-15	Nov-16		
Adult	642	302		
Teen	72	280		
Children's	1,730	3,609	YTD Increase (Decrease)	
Total	2,444	4,191	4,713	13.2%

Computer User Sessions (Patron use for Internet, word processing, etc.)

	Nov-15	Nov-16		
Adult	4,335	4,103		
Children	1,481	1,052	YTD Increase (Decrease)	
Total	5,816	5,155	-43,284	-41.1%

Computer Hours Used (Patron use for Internet, word processing, etc.)

	Nov-15	Nov-16		
Adult	4,635	4,296		
Children	704	508	YTD Increase (Decrease)	
Total	5,339	4,804	-6,729	-10.6%

Database Usage

	Nov-15	Nov-16	YTD Increase (Decrease)	
Searches	10,797	10,272	25,229	24.4%

Web Pageviews

	Nov-15	Nov-16	YTD Increase (Decrease)	
	55,860	50,429	-61,592	-9.4%

Book Collection - Volumes Owne

	Nov-15	Nov-16	Increase (Decrease)	
Adult	145,610	136,866		
Children	83,426	81,255		
Total	229,036	218,121	-10,915	-4.8%

Audio and Video Collection - Volumes Owne

	Nov-15	Nov-16	Increase (Decrease)	
Adult	35,326	35,935		
Children	10,811	10,628		
Total	46,137	46,563	426	0.9%

Collection - All Item

	Books		Audio and Video		Misc.		Tota
Adult	136,866	75.4%	35,935	19.8%	8,659	4.8%	181,460
Children	81,255	85.5%	10,628	11.2%	3,152	3.3%	95,035
Total	218,121	78.9%	46,563	16.8%	11,811	4.3%	276,495

Downers Grove Public Library**Statistics for December 2016 (FY Jan-Dec)**

Gate Count	Dec-15	Dec-16	YTD Totals		YTD Increase (Decrease)	
	37,855	37,842	510,711	542,008	31,297	6.1%
Circulation	Dec-15	Dec-16	YTD Totals			
Adult	43,385	42,963	520,781	563,452		
Children	27,795	25,928	372,364	386,321		
Download	6,794	7,082	77,923	86,721		
Self renewal		0 *	19,914		YTD Increase (Decrease)	
Total	77,974	75,973	990,982	1,036,494	45,512	4.6%

* As of May 2015, numbers for self-renewals are included in the Adult and Children's Circulation figures

Circulation - By Item

	Books		Audio and Video		Misc.	
Adult	23,264	54.1%	17,702	41.2%	1,997	4.6%
Children	18,874	72.8%	6,173	23.8%	881	3.4%
Total	42,138	61.2%	23,875	34.7%	2,878	4.2%

Reference Questions

	Dec-15	Dec-16		
Adult	5,298	4,825		
Children	1,409	1,176	YTD Increase (Decrease)	
Total	6,707	6,001	-3,938	-4.2%

Community Use of Meeting, Conference & Study Room (YTD no. of meetings, not attendance)

	Dec-15	Dec-16	YTD Increase (Decrease)	
	859	985	2,548	26.3%

Library Programs Offered

	Dec-15	Dec-16
Adult	17	12
Teen	11	11
Children's	27	54
Total	55	77

Library Program Attendance

	Dec-15	Dec-16		
Adult	194	357		
Teen	214	230		
Children's	952	1,511	YTD Increase (Decrease)	
Total	1,360	2,098	5,451	14.7%

Computer User Sessions (Patron use for Internet, word processing, etc.)

	Dec-15	Dec-16		
Adult	4,034	3,996		
Children	1,002	994	YTD Increase (Decrease)	
Total	5,036	4,990	-43,330	-39.3%

Computer Hours Used (Patron use for Internet, word processing, etc.)

	Dec-15	Dec-16		
Adult	4,280	4,339		
Children	494	485	YTD Increase (Decrease)	
Total	4,774	4,824	-6,679	-9.8%

Database Usage

	Dec-15	Dec-16	YTD Increase (Decrease)	
Searches	6,657	6,195	24,767	22.5%

Web Pageviews

	Dec-15	Dec-16	YTD Increase (Decrease)	
	51,597	44,785	-68,404	-9.7%

Book Collection - Volumes Owne

	Dec-15	Dec-16		
Adult	144,558	134,813	Increase (Decrease)	
Children	83,424	80,223		
Total	227,982	215,036		
			-12,946	-5.7%

Audio and Video Collection - Volumes Owne

	Dec-15	Dec-16		
Adult	34,915	34,972	Increase (Decrease)	
Children	10,833	10,737		
Total	45,748	45,709		
			-39	-0.1%

Collection - All Item

	Books		Audio and Video		Misc.		Tota
Adult	134,813	75.6%	34,972	19.6%	8,643	4.8%	178,428
Children	80,223	85.5%	10,737	11.4%	2,849	3.0%	93,809
Total	215,036	79.0%	45,709	16.8%	11,492	4.2%	272,237

Downers Grove Public Library Annual Statistics for 2016 (FY Jan-Dec)

Gate Count	2015	2016	Increase (Decrease)	
	510,711	542,008	31,297	6.1%

Circulation	2015	2016		
Adult	520,781	563,452		
Children	372,364	386,321		
Downloads	77,923	86,721		
Self renewal	19,914		Increase (Decrease)	
Total	990,982	1,036,494	45,512	4.6%

Circulation - By Item

	Books		Audio and Video		Misc.	
Adult	312,953	55.5%	224,479	39.8%	26,020	4.6%
Children	298,936	77.4%	75,320	19.5%	12,065	3.1%
Total	611,889	64.4%	299,799	31.6%	38,085	4.0%

Reference Questions

	2015	2016		
Adult	72,004	69,553		
Children	22,110	20,623	Increase (Decrease)	
Total	94,114	90,176	-3,938	-4.2%

Community Use of Meeting, Conference & Study Room (No. of meetings, not attendance)

	2015	2016	Increase (Decrease)	
	9671	12219	2,548	26.3%

Library Programs Offered

	2015	2016
Adult	220	234
Teen	66	99
Children'	450	635
Total	736	968

Library Program Attendance

	2015	2016		
Adult	3,755	4,995		
Teen	2,553	2,860		
Children'	30,716	34,620	Increase (Decrease)	
Total	37,024	42,475	5,451	14.7%

Computer User Sessions (Patron use for Internet, word processing, etc.)

	2015	2016		
Adult	88,738	52,650	Increase (Decrease)	
Children	21,512	14,270		
Total	110,250	66,920	-43,330	-39.3%

Computer Hours Used (Patron use for Internet, word processing, etc.)

	2015	2016		
Adult	59,181	55,158		
Children	9,281	6,625	Increase (Decrease)	
Total	68,462	61,783	-6,679	-9.8%

Database Usage

	2015	2016	Increase (Decrease)	
Searches	110,064	134,831	24,767	22.5%

Web Pageviews

	2,015	2,016	Increase (Decrease)	
	705,941	637,537	-68,404	-9.7%

Book Collection - Volumes Owne

	2015	2016	Increase (Decrease)	
Adult	144,558	134,813	-12,946	-5.7%
Children	83,424	80,223		
Total	227,982	215,036		

Audio and Video Collection - Volumes Owned

	2015	2016	Increase (Decrease)	
Adult	34,915	34,972	-39	-0.1%
Children	10,833	10,737		
Total	45,748	45,709		

Collection - All Item

	Books		Audio and Video		Misc.		Tota
Adult	134,813	75.6%	34,972	19.6%	8,643	4.8%	178,428
Children	80,223	85.5%	10,737	11.4%	2,849	3.0%	93,809
Total	215,036	79.0%	45,709	16.8%	11,492	4.2%	272,237

Totals From Last Fiscal Yea

		Increase (Decrease)	
Adult	188,862	-13,779	-4.8%
Childre	97,154		
Total	286,016		

Approved

VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING
PUBLIC HEARING

FEBRUARY 6, 2017, 7:00 P.M.

Chairman Rickard called the February 6, 2017 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. Boyle, Ms. Gassen, Ms. Hogstrom, Ms. Johnson, Mr. Maurer, Mr. Quirk

ABSENT: Ex-Officios Davenport, Livorsi, Menninga

STAFF: Senior Planner Rebecca Leitschuh and Planner Swati Pandey

VISITORS: Please see Attachment A to Minutes (Sign-in Sheets, 5 pgs.)

APPROVAL OF MINUTES

JANUARY 9, 2017 MINUTES – MOTION BY MS. GASSEN, SECONDED BY MS. HOGSTROM, TO APPROVE THE MINUTES AS PRESENTED. MOTION CARRIED BY VOICE VOTE OF 6-0-1. (MR QUIRK ABSTAINS.)

The chairman explained the protocol for the meeting/public hearings noting comments will be limited to three (3) minutes due to the size of the crowd.

Chairman Rickard swore in those individuals that would be speaking on the following two (2) public hearings:

PUBLIC HEARINGS

FILE 17-PLC-0001: A petition seeking approval of a Planned Unit Development Amendment to allow the construction of a new medical office building. The property is currently zoned B-2 (General Retail Business). The property is located north of 75th Street, 715 feet west of the intersection of 75th Street and Dunham Road, commonly known as 1560 75th Street, Downers Grove, IL (PIN 09-30-201-013). MedExpress, Petitioner; GW Downers PH LLC, Owner.

Village Planner Pandey noted the location of the site and explained the petitioner's (MedExpress) request to approve a planned unit development (PUD) amendment to construct a new medical office building at the site, which was an out-lot of the Grove Shopping Center. The PUD crossed over various zoning districts including single-family subdivisions, multi-family subdivisions and

Approved

commercial districts. The existing plat of survey was referenced on the overhead as well as the proposed site plan which included the outlot under consideration.

Proposed is a one-story, 5000 sq. foot medical building that includes 43 parking spaces, pedestrian connections, and a trash enclosure (northeast site). Also referenced was the proposed landscaping plan which met village compliance. Building facades/elevations for each of the four sides were shown. Two tower elements are proposed and all windows have awnings and canopies. Building perspectives of the site were also reflected.

Ms. Pandey reported the site plan and subdivision plan were in compliance with: the village's zoning ordinance, the current comprehensive plan, and the updated draft comprehensive plan, which called for the Grove Shopping Center to be a catalyst site and which encouraged future construction of mixed-use developments. The proposed medical use fit into that requirement. Continuing, Ms. Pandey reported the standards for approval for the PUD were met and in compliance with the PUD overlay district restrictions, as reported in staff's report.

Staff recommended that the Plan Commission forward a positive recommendation to the Village Council subject to the conditions listed on page 6 of staff's report.

For the petitioner MedExpress, Mr. Zack Appman, architect for the project, 1001 Consul Energy Drive, Canonsburg, PA, summarized the proposal again noting MedExpress is a walk-in doctor's office which treats non-emergency situations from 8:00 AM to 8:00 PM. The facility will not receive ambulatory services. A licensed physician will be on-site as well as nine (9) additional support medical professionals and administrative staff. About 30 patients are seen daily.

For the landscaping plan, Ms. Hogstrom requested that the burning bush (invasive species) be removed. She referenced a list of suggested changes she created and provided a copy to Mr. Appman.

Mr. Appman shared that the building's material will include fiber cement panels, fabric blue canopies; the entrance will have aluminum canopies projecting three feet. The existing building will be demolished.

Civil engineer, Mr. Jared Mahaffey, CESO, Inc., 2800 Corporate Exchange, #160, Columbus, Ohio, explained the site will increase pervious area so that more green space will exist and the building will connect into the existing storm system. He did not have any post-construction Best Management Practices proposed at this time.

Chairman Rickard invited the public to speak. No public comment was received. Chairman Rickard closed the public hearing on this case. Mr. Appman had no closing comment.

Commissioner comments included that there could be a need for the building as there were not many others in the area, and it would be a big benefit to the community. The request was straight-forward. A motion was entertained.

WITH RESPECT TO FILE 17-PLC-0001, MS. GASSEN MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE

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**VILLAGE COUNCIL FOR THE PLANNED UNIT DEVELOPMENT AMENDMENT
SUBJECT TO THE FOLLOWING STAFF CONDITIONS:**

- 1. THE PLANNED UNIT DEVELOPMENT AMENDMENT SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT; AND DRAWINGS PREPARED BY CESO, INC., DATED 1/27/2017, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO THE VILLAGE CODES AND ORDINANCES;**
- 2. THE BUILDING SHALL BE EQUIPPED WITH AN AUTOMATIC SUPPRESSION SYSTEM AND AN AUTOMATIC AND MANUAL FIRE ALARM SYSTEM; AND**
- 3. ALL PROPOSED SIGNAGE MUST COMPLY WITH THE REQUIREMENTS OF THE ZONING ORDINANCE.**

SECONDED BY QUIRK. ROLL CALL:

**AYE: MS. GASSEN, MR. QUIRK, MR. BOYLE, MS. HOGSTROM, MS. JOHNSON,
MR. MAURER, CHAIRPERSON RICKARD**

NAY: NONE

MOTION PASSED. VOTE: 7-0

FILE 16-PLC-0062: A petition seeking approval of a Planned Unit Development Amendment to construct a new convenience goods store, a Special Use for a drive-through facility, and a Plat of Subdivision. The property is currently zoned B-2 (General Retail Business) with a PUD overlay. The property is located at the southwest corner of 63rd Street & Woodward Avenue, commonly known as 2001 63rd Street, Downers Grove, IL (PINs 08-24-202-005, -008, -009; 08- 24-203-004). FL Cedar, LLC, Petitioner and Owner.

Village Planner Pandey summarized the petitioner was seeking approval for an amendment to PUD Nos. 1 and 8 to allow for the construction of a new Walgreen's store, a special use to allow a drive-through pharmacy, and a plat of subdivision in the Meadowbrook Shopping Mall. Under the village's zoning ordinance, Walgreen's was categorized as a convenience store and was a permitted use in the B-2 Business District. The one-story 15,000 sq. ft. building will be located at the corner of Woodward and 63rd Streets. Perspectives of the building were shown. Ms. Pandey explained that a portion of the parking lot will be reconfigured so that the building sits on its own parcel.

The proposed site plan was presented and staff referenced the location of the 66 parking spaces located east and west of the proposed building, noting the parking requirements were met. The drive-through pharmacy (located to west of building), screened trash area, loading areas, and pedestrian connection were pointed out. The landscape plan met the requirements for perimeter landscaping and for the interior parking lot. The stacking exhibit for the drive-thru was referenced and met village compliance. The drive aisles to the north and west of the proposed building were one-way for traffic maneuvering and safety. Elevations and perspectives were shown, noting a tower element to the building. The site improvement exhibit reflected that the main improvements will include the reconfiguration of the dual access off of 63rd Street into a three-quarters access for safety purposes. Also pointed out were the various facades of the building, the rear drive aisle, and additional landscaping in the front parking area. Further facade improvements also followed for Buildings A, B, and C.

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Details of the proposed plat of subdivision and cross-access easements were explained. Ms. Pandey reported the proposal met the village's current comprehensive plan as well as the updated draft comprehensive plan, which referred to the Meadowbrook Mall as a Catalyst site, i.e., a site for reinvestment and to open and expand the site's uses to commercial and to consider mixed-use development (given future market conditions). Standards for approval of the PUD were met, as were the standards for the special use. The proposal met the current and updated draft comprehensive plan and the draft PUD overlay district provisions as stated in staff's report.

Per the chairman's question, Ms. Pandey stated that renovating the facades of the other buildings was part of the request because PUDs request a petitioner "to go above and beyond" what a zoning ordinance would typically allow, and so the village was requiring the petitioner to add it to the PUD amendment as an enhancement and made it a requirement. Mr. Quirk raised specific concern about who made that decision. Ms. Leitschuh explained that while the village does not have design requirements in the village's ordinance, staff works with a developer through various input received from commissions, public comments, and staff to obtain information to use as a guide to assist the developer in coming up with improvements / enhancements to the PUD in order to meet the standards for approval. She pointed out the functional improvements and repairs being made to the site. Mr. Quirk believed there were two different subjects being discussed and should be treated separately.

Ms. Johnson asked staff to elaborate on the text of Section 4.030, Planned Unit Overlay District, as it relates to the overlay's intention to "accommodate development that may be difficult if not impossible to carry out under other applicable zoning district standards" and whether the statement was applicable to this petition, wherein Ms. Leitschuh explained the PUD was existing and because there were significant changes to the site (i.e., razing a building, revising site circulation, etc.), it was an amendment. The chairman also discussed same and added that the proposal was not a question of whether the building was viable somewhere else, but whether it was appropriate in this PUD. He confirmed it was not a new PUD and the question was whether was the change appropriate in this PUD and whether the standards for the special use were met.

For the benefit of the public attending, Ms. Hogstrom stated this was a Catalyst site and asked staff when the updated comprehensive plan would come before council, wherein Ms. Leitschuh did not have that date. However, this particular petition would come before council on March 7, 2017. She recommended that residents follow the village's web site.

Ms. Pandey continued by stating the proposal met the requirements of the subdivision ordinance and the zoning ordinance. Per Mr. Maurer's question, Ms. Leitschuh confirmed that with the plat of subdivision the petitioner could sell the Walgreen's parcel currently as a separate lot because it was an existing outlot. Lastly, Ms. Pandey stated staff did receive general public inquiries and two (2) letters were received and on the dais as part of the packet but were received after the agenda was finalized.

Petitioner, Mr. Mitchell Kahn with FL Cedar, LLC and as President/CEO of Front Line Real Estate, introduced his team. Mr. Kahn walked through the history of the property which was purchased out of a bankruptcy about three and one-half years ago. He explained his business purchases old shopping centers which are in disrepair and redevelops them to attract other tenants. Discussed were the improvements made to date and the small local tenants within the shopping mall. Per

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Mr. Kahn, two tenant meetings were held which supported the proposal, the facade renovations, the parking lot improvements and Walgreen's coming to the center.

Mr. Kahn estimated the improvements to the site would cost about \$2.M to \$2.5M and it would not look like a lifestyle center. However, the changes planned would make a dramatic difference to the tenants and the public coming to the site. Mr. Kahn clarified that when he met with staff over a two-month period he explained what improvements he wanted to make and staff was willing to work with him. Both sides offered suggestions. While he said he preferred to spend less money, he could not accomplish what he wanted for the site and to do what was best for the shopping center and the community. Continuing, Mr. Kahn said there will be under-canopy lighting, the posts will be uniform throughout the center, and the drainage under the posts will be repaired. The rear drive aisle will be repaired in general and include new speed bumps to deter speeding. New signage about private property will also be installed in the rear drive.

Regarding the proposed store, Mr. Kahn discussed that Walgreen's is very particular about its location and the only location it wanted to be on this parcel was at the corner being discussed. Because Walgreen's was converting those stores without drive-thrus to stores with drive-thrus, he said the current Walgreen's site on 63rd did not offer that and so he wanted to keep the Walgreen's store within the village using the proposed site. He believed the location was ideal.

Mr. Kahn reported on the large turnout of residents that showed up for a community meeting and in which two sets of issues were raised: 1) Roundheads (Pizza); and 2) traffic concerns for those residents north of the property. An additional traffic study was done due to that meeting. Mr. Kahn shared some background on the Roundheads restaurant stating that since his company purchased the shopping center, Roundheads had no lease and never had a lease since he owned the shopping center. Further information was shared on their meetings over the three plus years. Lastly, Mr. Kahn summarized that this project was about the community and the 35 retailers that worked hard to build their business that were looking forward to attracting more traffic and tenants.

Mr. John Bradchow (phonetic), Camburas & Theodore Ltd. Architects, confirmed that the materials being used for the Walgreen's building included EIFS with the bottom portion being cast stone. Asked why brick and stone materials were not being considered, Mr. Bradchow said the proposed materials reflected the more recent changes being made by Walgreens who wanted to implement their new style, the first prototype being in Downers Grove. The height of the cast stone would be approximately two feet around the entire building, wherein the chairman expressed concern about its durability.

Current occupancy rate was approximately 80% and it was anticipated to be 90% to 95% when completed. Mr. Kahn indicated that since the purchase of the center about 50% of the leases have been up for renewal and through negotiation many tenants have remained. Per a question, Mr. Kahn estimated 20% of the \$2.0M was for the parking lot. Mr. Quirk, however, said he did not find that what was being presented in the renderings would result in a marked visible change to the facade. Mr. Kahn described how the west side of the center would differ dramatically with some painting of brick to occur but that it would change the character of the shopping center.

Mr. Peter Zalenko, GZD Architecture in Chicago, discussed the design features that were added to some of the existing buildings -- a canopy, with a walkway on Building B; and updated band on Building C; replacement of the mansard roof with a straight facade and a new higher cornice.

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Mr. Kahn also added that the tenants wanted a better sign band for better visibility, which was why the parapets were being raised.

Regarding the proposed amendment to the plat of subdivision for three lots, Mr. Kahn explained there was the potential for an outlot west of the Walgreen's site but it would have to be evaluated once the Walgreen's was completed. Some questions followed on whether Walgreen's would have a non-competitive clause in its lease. Ms. Hogstrom referenced a vacant Walgreen's located at 75th and Lemont. She also noted that on the Walgreen's real estate website there was no mention that a Walgreen's had to be on a corner site. Mr. Kahn indicated the proposed location was "the only place here they will go" and added that just about every new store was located on a hard corner with a signalized light. Responding to Ms. Johnson's question, Mr. Kahn stated should Walgreen's decide not to go into the center, the \$2.0M worth of facade renovations/parking improvements would not occur. Asked if there were any plans for the Walgreens located at Belmont and 63rd, Mr. Kahn was not aware of a plan. Should the Walgreen's proposal not go through, Mr. Kahn envisioned his company would seek a similar alternative to make the shopping center work. Mr. Kahn indicated Roundheads was not disputing they had a lease at this time.

Chairman Rickard opened up public comment and reminded the public to restrict their comments to three minutes. He also reminded them of the three items that were being discussed/considered. For the public, however, Ms. Pandey summarized the standards that the commission considers for the special use permit and the PUD amendment.

Ms. Samantha Gill, 6937 Camden Rd., Downers Grove, stated she is part of the Roundheads family and provided a history of the Roundheads restaurant before it was Roundheads. She stated she was not opposed to Walgreen's coming in but asked to consider moving it 200 feet west of the proposed location, as Roundheads would like to remain part of the community.

Ms. Linda Gorsoti (phonetic), 10 Nadlehoffer Court, Woodridge, supported Roundheads and believed moving them 200 feet was reasonable, commenting that when the larger businesses come in and take more desirable locations from small businesses, the less chance the smaller businesses have to build the community and connect people. She asked to honor the above request.

Mr. David Able, 1128 63rd Street, Downers Grove, distributed copies of a petition (on-line and paper versions) and the comments that were created on behalf of Roundheads. He explained how the community rallied together to support Roundheads after the property owner sent out notices, basically forcing a family business to close its business for a drive-through Walgreen's. Mr. Able reported for the past three weeks, the petition received 2,228 on-line signatures, 772 on-line comments and 21 in-person signatures. He shared the supportive comments he received from patrons now living in Canada, Washington State, as well as local patrons who shared many memories at Roundheads.

Mr. John Hopkins, 7511 Brown Ave., Forest Park, distributed a packet of five different Walgreens locations not located on corners, stating there should not be a reason that the proposed Walgreen's could not be relocated 200 feet west of where it is being proposed and it made no sense to demolish a family-owned business. Walgreen's was not even present to offer any compromise.

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Mr. John Kuga (phonetic), 5912 Woodward, Downers Grove, summarized that it appeared the commission was voting on a little piece of the larger picture. (Both the chairman and Ms. Hogstrom briefly explain the village's comprehensive plan and a catalyst site.)

Ms. Katie Long, 1766 Springside Ave., Downers Grove stated she has been going to Roundheads for many years and supports small businesses. She asked the commission to "not allow this to happen." As for Standard E which states that it is a benefit to the residents and the public, as a homeowner who lives less than five miles from the location, she saw no added benefit to the proposal if she were to sell her home. Instead, she pointed out the large vacant building that stands at 63rd and Interstate 355 and believed that if Walgreens came in, then the existing Walgreens would sit vacant and now two large vacant buildings within less than five miles would exist. Additionally, the village would lose a small local family business. She pleaded to not have the proposal go through when there was a solution 200 feet west.

Ms. Jill Senert (phonetic) 810 Foxwood Blvd., #411, Lombard, asked the petitioner if Roundheads was the only lease rejected at the bankruptcy hearing when the other leases were renewed, or was it because the petitioner was in discussions with Walgreen's before the mall was purchased and was that the reason why the Roundheads lease was rejected and why he chose not to renew it? She pointed out that Mr. Kahn said if Walgreen's did not come in, then the \$2.0M improvements would not be done; however earlier in the presentation he stated that is what his company does -- fixes run-down shopping centers. She believed the standards were being met but there was nothing that exceeded them. Ms. Senert pointed out there were other pharmacies nearby-- CVS, Jewel, etc. -- but there were no sit-down restaurants in the area.

Ms. Christie Lyons, 535 Harding Ave., Glen Ellyn, works at Roundheads and read a letter (Attachment B to minutes) from one of Roundhead's loyal patrons (Douglas Dvorak), who could not be at the meeting. Mr. Dvorak, in his letter, asked that if Walgreen's were to take over the proposed site, what would happen to the current Walgreen's located at 63rd and Belmont, which he assumed would be no more than an eyesore. Mr. Dvorak cited other vacant buildings left by larger corporate businesses and stated that when larger corporations leave they leave behind a vacant blotch for homeowners to look at every day. He asked the commission to stop Walgreen's from taking over the Roundheads location.

Ms. Heiden, 228 Hampshire Lane, Bolingbrook, an employee of Roundheads since 2009, elaborated on the community activities and organizational sponsorships that Roundheads has been involved with over the years, which were many. Removing Roundheads away from Downers Grove "would be an injustice to this community."

Ms. Nicki Polaski, 6310 Tamamy Dr., Downers Grove, asked the commission where public comments, such as the ones being made, be directed. [Ms. Leitschuh indicated if a recommendation goes forward it will be on the March 7th Village Council agenda.] She did not find Mr. Kahn's behavior admirable since he picked up the shopping center at a low bankruptcy price with no intention except to use Walgreen's to do what a responsible person would do, and now was not going to do that. She stated that if Mr. Kahn could let the community keep its restaurant and work things out with Walgreens, she would be supportive as well as the others in the room.

Mr. William Franski, 7233 Springside, Downer Grove, viewed this matter as one side being a corporation / local government and on the other side a taxpaying business/entrepreneur, and the

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entrepreneur may be out of a business permanently. To him it reeked of possible antitrust which the consequences for same were very serious for those who lose. He asked the council to consider the matter with some legal advice. He stated he had three points of antitrust for the commissioners to review in closed session. (Attachment C to minutes)

Mr. Todd Kraus, 6108 Pershing Ave., Downers Grove, is a small business owner in the village and he met his business partner at Roundheads, which he considered an important community staple in the community. He expressed concern about vehicles speeding through his neighborhood on Woodward when they are sick and he also doubted that the traffic planners addressed the traffic that will be diverted from the current Walgreen's on Belmont to the proposed Walgreen's.

Mr. Terrence McGann, 1906 Sweet Brian Lane, Darien, believed Roundheads was the type of business that needs support for the community since the money spent there gets returned to the community. He asked what guaranty did the village have if Walgreen's decides that the revenue being sought is not enough and abandons the building? Mr. McGann raised the point that when Mr. Kahn gave his presentation he stated that from day one when he purchased the property he was looking to attract Walgreens. He suspected that any lease Roundheads entered into would have a contract clause that allowed for unilateral termination in the event Walgreens was interested. A month to month leased existed and Mr. McGann assumed Roundheads was paying its bills. McGann reiterated that he heard Mr. Kahn say he wanted to do what was right for the community and be proud. He stated the community was very proud of the current establishment and was not against development, but not at the sacrifice of an entity that many have patronized for many years.

Mr. Adam Marchuka (phonetic), 5725 Sherman Ave. and 6017 Sherman Ave., Downers Grove, shared his own example of the petitioner's proposed 80% occupancy figure, citing that 200 feet over, the petitioner could make up the extra \$20,000. The other issue Mr. Marchuka voiced was that the proposed Walgreen's would block Maxwell Beef and Familia's. He believed the parcel would be split into three lots and be sold individually, and, Walgreen's had a back-up plan to "get out of there." Lastly, he said he met most of his clients at Roundheads and it was a community landmark.

Mr. David Bowman, 1338 Purdue Ave., Naperville, described how Roundheads sponsors a number of athletic teams he is involved with. He said that 10% of the people in Downers Grove do not want Walgreens at the proposed location. He asked that when the commission makes its decision is it going to be a corporate giant or are they going to listen to the community that they represent?

Mr. Beth Svetich, 6750 Barrett St., Downers Grove, asked the commission to talk to Walgreens to see what they want, noting she was at the January 19, 2017 meeting and Walgreens representatives were not present there nor present today and there were several sites where Walgreen was not located on a corner. She recommended moving over 200 feet. It was a win-win situation for all.

Mr. Eric Martruka, 5725 Sherman Ave., Downers Grove, agreed with the comments being made and hoped more individuals would speak about other points. Regarding the traffic issue raised earlier, Mr. Matruka, having worked prior for the Downers Grove Township Highway Department, stated that Woodward Avenue was one of the less desirable streets to work on because it was unsafe.

Mr. Art Donner, 7548 Cambridge Rd., Darien, stated he was the former treasurer for the City of Darien and when he was on the council with the City of Darien, one always worried about the impact developments would have on local residents. He believed the proposed Walgreen's was

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“ugly” and looked like a warehouse. He questioned who would construct a \$600,000 house near it. He pointed out that representatives from Walgreen’s were not even present at the meeting. Furthermore, he commented on the small amount of revenue (\$6,000) generated from the current Walgreens in which the village only receives 10%. Mr. Donner discussed other costs associated with public safety, pedestrian traffic, and the repairs to the infrastructure. He asked that when the commission makes its decision to consider what is happening in the community. Lastly, he pointed out that Walgreens will also carry groceries and will knock out the current grocery store.

Mr. Ron Phillips, 6655 Blackstone Dr., Downers Grove, stated he patronized Roundheads with the various teams he coached along with his family and it was the type of establishment the community chose to patronize. Should Roundheads leave, he said the community would travel to another restaurant in another town. He believed the village had an obligation to take care of its resources such as this one, who want to set up business inside the village and not somewhere else.

Ms. Jordan O’Prandek (phonetic), 7632 Walnut, Woodridge, stated she was here to fight for her Roundheads family and has been working for them for the past five years. She discussed the closeness of the employees, their low turnover and shared her concerns if Roundhouse left.

Mr. John Hoekema, 727 Bluebird Drive, Bolingbrook, owns Friendly Stitches and is pastor of Horizon Community Church. He had been to Roundheads and enjoyed being there. However, having been a tenant in the center over the past four years, he agreed it needed to be improved and asked everyone to keep that in mind moving forward. He wished a compromise could be met.

Mr. Gordon Goodman, 5832 Middaugh, Downers Grove, stated he was involved with the siting of the Walgreen’s at 63rd and Main Streets which he was pleased to see did not work out. However, he believed the proposed site was better and a key component for the petitioner to renew the center. He also hoped Roundheads could stay within the center but explained the tradition in the village has been to allow property owners to design the proposals that come before the Plan Commission and then the Plan Commission evaluates them and decides to recommend them in the interest of the community. However, he said never in the past has the community assumed the authority to tell property owners what they should propose to do with their property. Mr. Goodman explained that if the commission recommended a rejection for the proposal and the village council concurred with that rejection then the developer would have to reconsider what he wanted to do with his property. He believed it was a good use for the property and hoped an arrangement could be made with Roundheads.

Mr. Kent Posmer, 1933 S. Loomis, Downers Grove, thanked the commissioners for their work in keeping the identify of the village and keeping it a family-friendly place. To him, the owners of Roundheads epitomized the family-friendly business in a community, commenting on the first time he and his family patronized the business on the day they relocated to Downers Grove. They have been going there ever since. He closed by stating he could not imagine the traffic situation being any better, seeing there were many children in the nearby neighborhood and safety was a concern on Woodward Avenue.

Mr. Lee Rider, 5807 Sherman, Downers Grove, voiced concerns about traffic since he resides on the north side of 63rd Street. He asked the commissions if there was a village code that required the property owner to improve his property even if the Walgreen’s proposal did not work out. Lastly, he discussed the Roundhouse family, stated there was no reason it had to leave and believed there

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should be a simple solution for everyone. Those in the audience were present to support the Roundhouse owners.

Mr. Rich Kulovaney, 6825 Camden Rd., Downers Grove, supported the proposal and reminded the public that the Plan Commission can only rule on the proposal meeting the requirements of the special use and PUD. It could not stand between a two separate private business owners in a private transaction. Mr. Kulovaney cited various examples and reiterated the commission had limited capability that they were legally chartered with, based on ordinances and Illinois State law, and which guidelines existed in the village's ordinance. He commented on his visits to the existing Walgreen's located on Belmont stating it was tough to access but a drive-through pharmacy at the proposed location would be a benefit. The other concern he had with the petition was that the public was misled to believe that Roundhouse was being forced out when it was actually given an opportunity to move within the shopping center, and those who patronize the business would walk and park another 100 to 200 feet and go to the restaurant, where "everybody could win."

Ms. Tara Phillips, 6655 Blackstone Dr., Downers Grove, asked to focus on the guidelines that have been met, i.e., betterment of the community, then asked to look specifically at 63rd and Cass Avenue where most of the small businesses there closed. She stated that if Roundheads did not get to stay in its present building, it was still being asked to move and it would be 4,000 less people going to the Walgreens.

Mr. Ryan Navotne, 6761 Baird Street, lives a couple blocks away from Roundheads and whenever he passes the restaurant and Walgreen's he notices that Walgreen's is not doing very well and so he does not feel it will improve the new location. However, since the notices have been put up regarding Roundhouse, it has been very crowded. The community cared about the restaurant and did not necessarily need the Walgreen's. The nearby Target carried the same items as Walgreen's. Lastly, he stated the speed bumps were only going to be upgraded if Walgreen's was built.

(The chairman asked for a five minute break at 9:35 p.m.; the meeting reconvened at 9:45 p.m.)

Mr. Jim Derienzo, 2945 Forest Glen Pkwy., Woodridge, is a friend, customer and business partner with one of the food service companies that serves Roundheads. Mr. Derienzo discussed the success of this family-owned business, noting 50% of such businesses go out of business the first year and 80% by year 3. The fact that the owners were running the business for a very long time was a testament to the hard work and dedication that they have shown over years in their business acumen. It was unfortunate that it was coming down to where owners were going to lose something for making the right choice. He hoped a solution could be found.

Mr. Mike Cazzoni, 1834 Great Plains Way, Bolingbrook echoed the above comments but also called out something that was mentioned in the first petition and that was "this was something the community needs." Looking to the Walgreen's website, there were 12 Walgreen's within five miles of the intersection being discussed and 46 within 10 miles. He asked to take that into consideration.

Ms. Mary Tenneson, 7844 Woodward, Woodridge, stated she could walk from her home to four Walgreens. At 83rd and Lemont there was a CVS store. Regarding the comment the community needs this, she said nobody asked the residents if they needed the Walgreen's that she was aware. Her other concern was that there were no other sit-down restaurants in the area unless you

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considered Burger King or McDonalds. She believed the village, over the years, has turned away from what the residents were asking and now it was about the money.

Mr. Steven Wint (phonetic), a Lisle Township resident, asked how the village planned to reduce the turn lane off of 63rd Street onto Woodward Avenue. He asked to not approve the PUD amendment.

Mr. Martin Turic, 7233 Bateman St., Downers Grove, voiced concerns about changing the turn lane length which he believed could confuse drivers into thinking that drivers were turning down Woodward Avenue and causing rear-end accidents. The change went against the traffic calming ordinance. He also shared concerns about traffic congestion in the morning and evening when people were picking up their prescriptions and vehicles turning into traffic flow causing unsafe conditions because Walgreen's did not want to change its location in the center. Mr. Turic stated that the proposal is to place \$2.5M into the property if the commission will allow Walgreen's to locate there but he pointed out that the same \$2.5M could not even repair the parking lot. He supported leaving Roundheads in its presentation location, deny the PUD amendment (for safety purposes), and have Walgreen's move over 200 feet, keeping the community vibrant.

Mr. Jeff Gasper, 6925 Blue Flag Ave., Woodridge, expressed support for Roundheads but indicated that without Walgreen's being present he did not believe a decision on the proposal could be made tonight since outstanding questions existed which could be answered if Walgreens were present so that a better decision could be made. He recommended postponing a decision.

Mr. Charles Crimmins, 1733 Breasted Ave., Downers Grove, asked what was the benefit to the community as far as number of employees that will be employed and how it rolls through a community.

Mr. David Murrock, 508 Bunning, Downers Grove, a real estate broker, believes the parcel that is being subdivided will be a split-off and probably sold to an investor. He receives about 4 to 10 email listings a week on pharmacies, such as CVS or Walgreens, that are for sale, usually for sale between \$4M and \$6M.

Mr. Tim Garry, 5532 Washington St. Downers Grove, used to work in commercial leasing and the finance industry and used to be a retail bank manager. Adding to earlier comments, he stated that restaurants usually close within 1 to 2 years. He recalled the number of Walgreen that closed while Roundheads took over other locations in town and thrived. In fact, he would refer businesses to Roundheads because they "got the formula for successful restaurants."

Mr. John Lewensik, 2137 63rd Street, Downers Grove said he has been a tenant in the center for 23 years and has seen its decline. He stated the tenants there were looking forward to some form of revitalization and the center was part of the community. He almost left when the center went into foreclosure but then he met the new landlord who showed the tenants their plan. He stated the new owner has been responsive and he was very pleased. He believed the entire shopping center parcel was very large while the amount of area occupied by tenants was relatively small. He also believed the rents could command the types of rent that it would take to revitalize the center on its own and something would have to happen. He hoped a compromise could be worked out with Roundheads.

Hearing no further comments, the chairman closed the public hearing. He asked the petitioner to respond to the questions raised.

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Mr. Kahn indicated he had a list of Walgreen statistics that he thought was in the commissioners' packets but may not have been. He offered to provide that list and make it part of the packet. He estimated there would be 8 to 10 employees on-site during a shift and probably a total of 35 employees. He stated the traffic figures would not change because Walgreen's was only two blocks away, but the store design would change a little. As for the traffic patterns changing, Mr. Kahn stated he misunderstood a comment and clarified that no traffic lanes were being changed. Instead, they were being made safer because it was going from a full four-way intersection into a full way into the site but upon exit, drivers would be prohibited from making a left turn onto 63rd Street.

KLOA traffic consultant, Javier Millan, stated the speeding issue along Woodward Avenue was an enforcement issue. Traffic was not expected to increase in the relocation of Walgreen's from Belmont and 63rd to the proposed site because the traffic patterns were already established with a minor adjustment. Details were explained. Mr. Millan summarized the traffic counts that took place on a Saturday (from 12 pm to 2 pm during traffic peak) and on a Tuesday (from 7 am to 9 am and from 2:30 pm to 6 pm peak). Details followed, noting that traffic counts were increased by 2% to allow for any growth that could occur in the area and included both the current Walgreen's and the proposed Walgreen's with Roundhouse. The proposed location of the Walgreen's would have very limited impact to the area. He reviewed lane details.

Ms. Gassen confirmed with Mr. Kahn that no changes to the roadway were occurring, specifically when a driver is heading north on Woodworth towards 63rd Street. Mr. Kahn explained the only change would be the exit onto 63rd where it goes from a full right or left exit to a right-out only. Ms. Gassen asked that it be reflected correctly in the traffic exhibit.

Ms. Johnson pointed out how traffic patterns were actually being changed by forcing the patrons to turn right onto 63rd Street and whether there was concern about those patrons wanting to take Woodward north. She believed the petitioner was increasing the traffic pattern, whether enforced or not, heading north, wherein Mr. Kahn explained how he anticipated drivers to traverse the site taking Woodworth north and turning left at the light to head west, which was a simple action. Mr. Millan confirmed that traffic in the turn lane on Woodward did back up beyond the access drive at peak times, however, they were trying to make it safer for someone to turn at a signalized intersection as well as discourage traffic into the neighborhood north of 63rd. Mr. Kahn remarked the study reflected that traffic is not increased at all if there is some enforcement.

Ms. Leitschuh added that Woodward north of 63rd Street was a county road not enforced by the village, and 63rd by itself was a county road also.

Given the public discussion, Mr. Kahn emphasized that his company liked Roundheads as a tenant and wanted them to continue to exist within the shopping center and were willing to make a deal. It was not a judgment about who the tenants should or should not be or what the legal relationship is of those tenants. Legal facts were pointed out: Roundheads had no legal right to be on the property beyond a 30-day window; FL Cedar, LLC has allowed them to stay for three and one-half years because they wanted them to stay and work out a deal; and from day one, FL Cedar, LLC wanted to rehabilitate the shopping center and bring in business and new tenants and it had to be done in an economically feasible way which he believed had been done in a positive way.

Approved

Per Mr. Quirk's question on how the petitioner planned to complete the site improvements before the certificate of occupancy was issued, Mr. Kahn explained the understanding he had with staff and said that once the commission approved the request, he would condition the approval on simultaneously doing the work. It was his understanding that it was a requirement of staff and the village board.

Mr. Quirk inquired about Mr. Kahn's commitment to improving the shopping center irregardless of securing the Walgreen's deal wherein Mr. Kahn stated he was committed to improving the shopping center but did not have the monetary funds to improve it to the level that was being proposed without Walgreen's or a similar business. He did have a signed lease with Walgreen's. Mr. Quirk raised concern that the commission was tying the approval of the proposal to Walgreen's occupying the building that is going to be constructed.

Discussion followed between some commissioners and Mr. Kahn on how the special use was meeting Standard No. 2, i.e., "that the use is necessary and desirable..." to which Mr. Kahn stated that a drive-through pharmacy in the community is important to the consumer; there were reasons why they exist and the public wanted them and used them. Again, he reminded the commission how he wanted to work with Roundheads; however, he stated that Roundheads lost in bankruptcy court over three years ago and they did not have a legal right to occupy the space whether Walgreen's came in or not,. It was important for the center to get to the rehabilitation stage to bring capital to the center. He did not believe this type of discussion was appropriate for the meeting. He also reminded that 35 other tenants existed in the shopping center who wanted the development to move forward.

Mr. Kahn thanked the commission for its time and attention on this matter and asked the commission to look at staff's conditions for the standards of approval for the PUD as well as the special use. He believed the proposal met the standards; staff stated the same, and those were the specific issues to be considered tonight.

The commissioners proceeded to discuss whether the proposal was a necessity, the fact that the shopping center needed help and bringing in such tenants allowed that improvement. However, Walgreen's was not invested in the community like Roundheads and Walgreen's was not present at the meeting, which would have been helpful. Other comments followed that it was unfortunate that in order for the deal to work, one of the most beloved pieces of the mall had to be demolished. Pointed out was the fact that while the petitioner was seeking the subdivision it was the special use to construct the drive-through and that other than the subdivision, the petitioner could construct the Walgreen's and forget the remaining improvements to the shopping center.

Mr. Maurer pointed out what the standard read "...the special use is necessary or desirable to provide a service or facility that is in the interest of public convenience," noting that was what the petitioner was doing – an example followed. Mr. Maurer further read text from the comprehensive plan reminding everyone of the commission's purview and that both plans recommended that "the village promote the modernization and/or redevelopment of the property..." Mr. Quirk proceeded to explain to the public what catalyst sites were and what the village's goal was with them. He did not believe that was occurring at this site. And, just because the proposed site was identified as a catalyst site, did not mean the commission nor the village had gone to every effort to ensure that the village has executed that. However, Mr. Quirk believed the petition met all of the requirements for

Approved

amending the PUD and the requirements to replat within their boundaries but was struggling with the special use only because he heard testimony that the drive-thru was not needed or desirable. Additional comments from the chairman included that the standards were being met but the difficulty was the displacement of a well respected business and he did not believe this matter was final because he believed it may prompt other conversations. Chairman Rickard hoped something could be worked out, noting the landlord was willing to work with the tenant. However, it was within the rights of the landlord, who had ownership of the property, to decide who they want to lease to, etc. to spur additional interest. He was not convinced it was the end for Roundheads.

Further conversation followed on the fact that the Plan Commission was not approving anything but was a recommending body and that conditions could be placed upon its recommendation.

Mr. Quirk said he wanted to see Condition No. 2 revised so that the site work and building work did not have to be completed simultaneously, wherein Ms. Leitschuh, explained that simultaneous was the intent of the condition. With that being said, the chairman added that there was many things that could be done to the Walgreen building to make it look nicer such as increasing the two-feet of EIFS off the ground, since the building would see heavy traffic; increasing the height (to 3 or 4 feet) of the hard surface material so that it makes the building more durable and last a longer time.

Ms. Gassen also agreed with the above comments and concerns, including the building's material being EIFS, from a durability standpoint. Asked if not having a Walgreen's representative present at the meeting was a concern, the chairman voiced it was not, since it was a common practice with large corporate businesses. Ms. Hogstrom expressed concern about the village having a number of vacant Walgreen's buildings in town. The chairman concurred. Mr. Maurer added that Walgreen's was removing its mid-block sites in order to relocate to corner locations in order to provide drive-through pharmacies.

Mr. Boyle shared his comments that the matter was a difficult situation and the Plan Commission was not being asked to consider the factors between a land owner and a lease situation. While the issue of public convenience was raised he agreed it was demonstrated tonight. Mr. Maurer asked that the exhibits/elevations reflect the correct information since EIFS was not stucco and was a different material.

The chairman entertained a motion.

WITH RESPECT TO FILE 16-PLC-0062, MR. QUIRK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A NEGATIVE RECOMMENDATION TO THE VILLAGE COUNCIL FOR THE APPROVAL OF A PLANNED UNIT DEVELOPMENT AMENDMENT TO CONSTRUCT A NEW CONVENIENCE GOODS STORE, A SPECIAL USE FOR A DRIVE-THROUGH FACILITY, AND A PLAT OF SUBDIVISION, BASED ON THE FACT THAT IT DOES NOT MEET THE STANDARD FOR A SPECIAL USE AND IT IS NOT DESIREABLE OR NECESSARY AT THIS LOCATION.

SECONDED BY MS. HOGSTROM. ROLL CALL.

AYE: MR. QUIRK, MS. HOGSTROM, MR. BOYLE

NAY: MS. GASSEN, MS. JOHNSON, MR. MAURER, CHAIRMAN RICKARD

MOTION FAILED TO DENY THE PETITION. VOTE: 3-4

Approved

WITH RESPECT TO FILE 16-PLC-0062, MS. JOHNSON MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL FOR THE APPROVAL OF A PLANNED UNIT DEVELOPMENT AMENDMENT TO CONSTRUCT A NEW CONVENIENCE GOODS STORE, A SPECIAL USE FOR A DRIVE-THROUGH FACILITY, AND A PLAT OF SUBDIVISION, SUBJECT TO THE FOLLOWING CONDITIONS:

- 1. THE PLANNED UNIT DEVELOPMENT, SPECIAL USE AND PLAT OF SUBDIVISION SHALL SUBSTANTIALLY CONFORM TO THE STAFF REPORT; AND DRAWINGS PREPARED BY MANHARD CONSULTING LTD, DATED 11/28/2016 AND RESUBMITTED ON 01/19/2017, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO THE VILLAGE CODES AND ORDINANCES;**
- 2. THE SITE IMPROVEMENT WORK AND BUILDING IMPROVEMENTS FOR THE PROPERTY MUST BE COMPLETED PER THE SITE IMPROVEMENT EXHIBIT, DATED 11/28/16, REVISED PLAN DATED 01/19/2017, PRIOR TO THE ISSUANCE OF THE CERTIFICATE OF OCCUPANCY FOR WALGREENS;**
- 3. THE WALGREENS BUILDING SHALL BE EQUIPPED WITH AN AUTOMATIC SUPPRESSION SYSTEM AND AN AUTOMATIC AND MANUAL FIRE ALARM SYSTEM;**
- 4. A SEPARATE SIGN PERMIT WILL BE REQUIRED PRIOR TO INSTALLATION OF ANY WALL OR MONUMENT SIGN; AND**
- 5. THE PLANS/ELEVATIONS MUST CLEARLY REFLECT THE MATERIALS BEING USED ON THE BUILDING'S FACADES (IS IT STUCCO OR EIFS?) PRIOR TO VILLAGE COUNCIL MEETING.**

SECONDED BY MS. GASSEN. ROLL CALL:

AYE: MS. JOHNSON, MS. GASSEN, MR. MAURER, MR. RICKARD

NAY: MR. BOYLE, MS. HOGSTROM, MR. QUIRK

MOTION PASSED. VOTE: 4-3

THE MEETING WAS ADJOURNED AT 10:50 P.M. ON MOTION BY MR. QUIRK, SECONDED BY MS. GASSEN. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 7-0.

/s/ Celeste K. Weilandt

(As transcribed by MP-3 audio)

APPROVED

**VILLAGE OF DOWNERS GROVE
ZONING BOARD OF APPEALS
AUGUST 24, 2016 MINUTES**

Call to Order

Chairperson Majauskas called the meeting to order at 7:03 PM.

Roll Call

Present: Mr. Domijan, Ms. Eberhardt, Mr. Kulovany, Mr. McCann, Mr. Werner, Ch. Majauskas

Absent: None

A quorum was established.

Staff: Rebecca Leitschuh, Senior Planner
Swati Pandey, Village Planner

Also Present: Don Rickard, 4735 Main St., Downers Grove, IL
Amy Gassen, 5320 Benton, Downers Grove, IL

Minutes of July 27, 2016 meeting

Mr. McCann referred to the draft minutes that ask for clarification as to the speakers. On Page 3 of the draft minutes, the speaker is Mr. Kulovany. At the bottom of page 3 the speaker is Mr. McCann. At the top of Page 4 the speaker is Mr. McCann. Mr. Werner is the speaker at the bottom of Page 4.

Mr. McCann moved, seconded by Mr. Domijan, to approve the minutes of the July 27, 2016 meeting as amended.

All in favor. The Motion passed unanimously.

Meeting Procedures

Chairperson Majauskas 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 case 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 Majauskas 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 the 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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16-ZBA-0007: A petition seeking a variation to allow a 6-foot open fence in the street yard of a residential district. The property is currently zoned R-2, Residential Detached House 2. The property is located at the northwest corner of Maple Avenue and Dunham Road, and is commonly known as The Avery Coonley School at 1400 Maple Avenue, Downers Grove, IL (PINs 09-07-402-033, 09-07-405-001, 09-07-405-008, 09-07-405-011, 09-07-405-012, 09-18-200-002). Peter Brown on behalf of The Avery Coonley School, Petitioner and Owner.

Staff's Presentation:

Ms. Swati Pandey, Planner for the Village, stated that The Avery Coonley School is seeking permission to construct a six-foot tall fence in the street yard where only a four-foot open design fence is permitted. She showed a site plan for the property. The six-foot open design metal fence would be continuous along Maple Avenue for a total length of 387 feet, and it would be installed in the same location as the existing six-foot and four-foot fences. She showed photographs from Maple Avenue depicting the existing fencing on the property. Ms. Pandey pointed out that most of the area along Maple Avenue has a natural berm. The buildings on the property are significantly set back from Maple Avenue, so safety and security are not a major issue. Another photograph was shown of the fence from within the property line.

Ms. Pandey noted that the request does not meet most of the Standards for Approval including physical hardship, practical difficulty or unique circumstance. Therefore Staff recommends denial of the requested variation. She noted that the Community Development Department received a letter from the Forest Preserve District of DuPage County after the Board's packets were prepared and distributed. The letter expressed appreciation for notification of this petition and states that "the District staff does not have any comments at this time."

Mr. Kulovany asked about the conditions that allow the existing six-foot fence. Ms. Pandey said that initial research was done and Staff could not establish when that fence was installed. It is assumed that it was installed prior to the current regulations. Mr. Kulovany said this also can relate to the fences surrounding Downers Grove North High School at its parking lot on Main Street. Ms. Pandey said that case was basically based on it being a busy arterial street. There were many streetlights associated with multiple intersections at that parking lot as well. In the subject site, the playground and building are significantly set back from the arterial street, which is Maple Avenue. Mr. Kulovany said that the entire area is a play area and the children do use it as a play area.

Senior Planer Rebecca Leitschuh said that the 2012 ZBA petition was requested by the high school for a fence variation for height on two parts of their property including the stand-alone parking lot across Main Street, and for the interior parking lot behind the main building. They were both recommended for denial by the Board. She noted that there was a Zoning Ordinance amendment put into place after the stand-alone parking lot was denied by the ZBA. The new section says that when there is a stand-alone parking lot with no structures on it, is in a residentially zoned district with street frontage on multiple sides, it is a permitted use to have a six-foot tall fence. It was written to specifically meet the high school parking lot. The interior

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parking lot still only has a four-foot fence. The six-foot fence is partially to protect those both on site and off site.

Ch. Majauskas asked why the Board's exception does not apply here because there is a soccer field and a pool that is off the street as well. Ms. Leitschuh said that based on setback distances, the amenities are within the front yard of the school. Also, it is not a standalone lot.

Mr. McCann said he thought that the amendment to the Code for the North High School stand-alone parking lot was approved by the Village Council.

Mr. Kulovany asked how the Village goes about making changes to the Zoning Ordinance. He said he was surprised that fencing for a school, and all the safety issues particularly on a busy road would not be different than any other normal residential area.

Mr. McCann noted that this is the same as what was considered regarding North High School because they are governed by the rules applicable to residential housing. And the question becomes that in a house you have many kids running around and unique circumstances exist. He said he was going to bring that question up as well.

Mr. Kulovany said that the question specifically to Staff is why isn't there a differential between a fence around a school and all that's involved with that, versus a fence that's in front of someone's residence.

Ms. Pandey replied that it is the hope of the Village to have a separate zoning designation for schools, but this has to come from the applicant to have a process of rezoning initiated and go through the Public Hearing process to rezone the property and to allow as much as an 8-foot high fence. The residential districts are bound by a maximum of six foot in the rear yard and side yard, and four foot maximum for the street yard.

Ch. Majauskas said that she read in the paper that most of the schools are in residential areas, and she asked if Staff had a percentage of how many of the public schools are in residential areas. Ms. Pandey said all of Downers Grove public schools are in residentially zoned districts.

Mr. Kulovany then asked what the fence requirements were around the pool area. Ms. Leitschuh replied that it is a four-foot height, and is more of a Building Code requirement than a Zoning Code requirement. Four feet is the minimum required by Building Code. For the most part the Code makes regulations specific to schools. In this particular situation, there is no accommodation for increased fence heights. There was a question as to how this would change, and Ms. Leitschuh said it usually comes from directions from Council, residents, business owners, anyone who wishes to have a Zoning change request.

Mr. Domijan then asked about the institutional zoning. Ms. Leitschuh said that would be INP-1 or INP-2. INP allows for taller standards; however to be compatible to the surrounding properties it has a point that says if you are adjacent to residential districts, you have to follow whatever is the most conservative regulation. She said in this particular situation they would still have to follow the residential fence height requirement.

Mr. Domijan then asked what the timing is as to when this might come to fruition as a concept, and what would be the advantage to seeking an INP 1 or 2 zoning classification. Ms. Leitschuh said for this property, zoning to INP would have no benefit with regard to the fence regulation,

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so it doesn't make sense for that specific requirement. In further response, she said that the INP already exists as a zoning district, but not for this property.

There being no other questions for Staff, Ch. Majauskas called upon the Petitioner to make his presentation.

Petitioner's Presentation:

Mr. Peter Brown, CFO for the Avery Coonley School, said he was appearing for the school on this request. He said that safety is one of the prime concerns for this request. Maple Avenue is a busy street with cars going 45 mph or faster, and children regularly use the playground, playing in the area all the way up to the fence, so they do sledding on the hill and the kids are outside regularly. They have two supervisors for 150 children going outside regularly for recess. They are watching a lot of children in a very large area up to the fenced area. He is a parent with three children and he recognizes the big difference between a four-foot fence and a six-foot fence in terms of climbing. So if a child were to have a ball go over a four-foot fence, even though they were told not to, it just takes a moment for those supervisors watching the children to avert their eyes while a child goes over the fence onto a very busy street to try and retrieve that ball. Children do think twice about climbing a six-foot fence, which indicates a big difference between a four-foot fence and a six-foot fence in terms of safety.

Mr. Brown then addressed the School's second concern, which is security. Parents who drop their children off at school want to be certain that their child is secure and that nothing is going to happen to them. With a four-foot fence a person who is up to no good can very easily hop that fence and gain access to the school property. A six-foot fence is a much more significant deterrent. He said that in their packet their security expert indicates that a six-foot fence is more in keeping with the Criminal Prevention to Environmental Design Principles than a lower fence with shrubbery. Village Staff has recommended that they put bushes in front, but that causes a problem because it blocks visibility and creates more places where people can hide and wait. He said then that safety and security are the two most important things they have considered in their request.

Mr. Brown then addressed the points raised by the Zoning Staff.

1) The subject property cannot yield a reasonable return if required to comply with the regulations that apply to it.

Mr. Brown explained that the Zoning Staff is not fully aware of the finances at the Avery Coonley School. Like many other private schools in the area they are seeing a reduction in enrollment and have fewer students this year than five or ten years ago. As a result they have not been able to replace employees who have left and have had to reduce raises for faculty and staff to record low levels. Just because they have been in business in Downers Grove for many years, that is not an indication for future success. They respectfully disagree with the findings of the Zoning Staff, and believe that having a safe and attractive business is important for their continued success.

2) The plight of the owner is due to unique circumstances.

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Mr. Brown said that they want to replace a six-foot chain link fence with a six-foot black aluminum fence. All they want to do is replace something that detracts from the aesthetics of the neighborhood and put in something that is much more appealing.

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

Staff says “the school is located in a residential neighborhood where the expectation is to have open yards with shorter open design fences.” Mr. Brown showed a photo of a house located directly across from the school, and distributed it to the Board. The house directly across has a tall barrier with retaining walls and a six-foot privacy fence at the top. He also showed the Board a photograph of the house directly across from the School’s entrance that has an eight-foot high set of bushes, which is what the Zoning Staff is recommending for the School. Another home to the east of the School has a six-foot privacy fence. He then showed a photo of the School’s current fence and what they intend to install. They actually agree with Staff that this will alter the character of the locality by installing a fence that is different than the surrounding homes. They would provide an open design fence, something that is in keeping with the apparent intent of this Ordinance.

4) That the particular physical surroundings, shape, or topographical conditions of the subject property would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

Mr. Brown stated that security and safety are two very important and visible features that families look for when selecting and staying at a school. He noted that last year parents insisted that the school examine the safety and security of its facilities and determine what could be done to improve them in the school. Mr. Brown said they had to use their limited funding and spend \$5,000 to hire RETA Security to perform a security audit for the school. The letter from RETA was submitted with the School’s application to the Zoning Board of Appeals and it stated that the Crime Prevention Through Environmental Design principles recommends having greater visibility around schools to protect everyone. The School has had the Downers Grove Police Department come to the school twice to work on training and running an intruder drill. They have also upgraded their security cameras to run better coverage and pull up recorded video. Having a six-foot fence along the busiest frontage of the school is very important to their security.

5) That the conditions leading to the need of the requested variation are not applicable, generally, to other properties within the same zoning classification.

Mr. Brown responded that the zoning classification is applicable to residences and not to schools. You cannot compare a residence with two or three children, to a school that has more than 350 students during the school year and over 700 students during the summer. These conditions are not applicable to other properties within the same zoning classification.

6) That the alleged difficulty or hardship was not created by the current property owner.

Mr. Brown said as stated in their application they have been allowed to have six-foot fences since they purchased the property in 1929. The zoning change that no longer allows for a six-foot fence to be installed is a hardship that was not created by the current property owner.

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7) That the proposed variation will not impair an adequate supply of air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood.

Mr. Brown stated that they agree with Staff on this Finding of Fact, that the height of the fence will not significantly impact the adequate supply of air or increase the danger of fire, public safety or property values within the neighborhood.

8) That the proposed variation will not alter the essential character of the area.

Mr. Brown said this seems to relate to the immediate area, and he believes the photos that he has shared with the Board of the immediately surrounding homes with six-foot fences or eight-foot hedges show that replacing an old rusting six-foot chain link fence with a six-foot aluminum fence will not alter the essential character of the area.

9) That the granting of the variation will not confer on the subject property owner any special privilege that is not available to other properties or structures in the same district.

Mr. Brown noted that the school already has a six-foot fence in place. Replacing a six-foot fence with a six-foot fence does not confer on the subject property owner any special privileges. All they want to do is replace something that is an eyesore with something that is more aesthetically pleasing to everyone.

Mr. Brown concluded by respectfully requesting that the Zoning Board of Appeals grant their request to help beautify the neighborhood as supported by numerous letters of support submitted with their application. If the request is denied they would be forced to keep the existing fence and repair it as necessary. The safety and security of the children of Downers Grove is their #1 priority. They cannot ignore the recommendations of an expert security consultant and their experienced insurance agent to unreasonably put children into danger by installing a four-foot fence that could endanger their lives.

Mr. McCann asked when the existing fence was installed, and Mr. Brown said he did not know, but expected perhaps 15-20 years ago.

Mr. Werner commented that he understood they were going to replace the six-foot sections of fence, but asked what will happen to the four-foot split fence section. Mr. Brown replied they originally intended to only replace the six-foot section; however, after meeting with Village Staff they determined it would be best to replace the entire fence so all the fencing matched along the property line.

Mr. Kulovany asked Mr. Brown to expand on the parents' expectations raised to the school about safety. Mr. Brown replied that a number of parents have specifically expressed safety concerns to the School and administration. It is current parents as well as new parents that either choose to go to Avery Coonley School or make a decision to go someplace else. You can have parents dropping out because they want to make sure that their child is in a secure environment. He said that the School gets a lot of questions about what would happen if a child were to start to wander off, or if a child gained access to the street. They began to discuss what would happen if someone came behind the property, which is surrounded by woods. On the north end they allow residents to pass through their property to gain access to the Forest Preserve from the Denburn

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Woods area. A lot of parents look at their school, and other schools and specifically ask how sure the school is that when the parent drops off their child they will be in the same condition when the parent comes to pick them up.

Mr. Kulovany then asked what the annual tuition at Avery Coonley School is, and Mr. Brown replied that it varies by grade level but is in the area of \$21,000 per year. Mr. Kulovany asked if it was fair to say that the parents were high network individuals. Mr. Brown responded that a number of the parents are, while approximately 50 of their students are on financial aid ranging from a small amount up to almost full tuition. So they do have a number of families who cannot afford tuition, but they are the right students for Avery Coonley School.

Mr. Kulovany questioned whether it was the feeling of the School, after having done risk assessment, that the School's students could be at a higher risk. Mr. Brown noted that kidnapping has been brought up as a concern by the security consultants and by parents concerned that their child could be kidnapped for ransom. Mr. Kulovany asked if Mr. Brown was aware that some of their children actually jumped over the four-foot fence to retrieve a ball on Maple Avenue. Mr. Brown said he was not personally aware of it, and asked if Mr. Kulovany was aware of it. Mr. Kulovany said in speaking with neighbors he was told that they had seen kids jump over the four-foot fence right onto Maple Avenue to retrieve their ball. Mr. Brown replied that in the year and a half he has been at the school, he has not witnessed that himself.

Mr. Brown responded to Mr. Kulovany that west of the school is Forest Preserve, and east of the school are residential homes and Denburn Woods. He said that the homes in Denburn Woods are higher quality, and in further response to Mr. Kulovany said that the residents of Denburn Woods would expect a higher quality fencing at the school than the six-foot rusty fence. If they do not get the variation, Mr. Brown said from a liability standpoint it would be extremely unwise to go against the recommendation of the security consultant and their insurance agent without having some legitimate reason to take and reduce the safety standards.

There being no further questions from the Board, Chairman Earl called upon anyone from the public who wished to make a statement. There being none she closed the opportunity for future public comment.

Board Deliberation:

Mr. Werner stated that his son worked at the summer program at Avery Coonley School. He doesn't think it will affect how he sees this request.

Ch. Majauskas said she thinks the Board has to get over a couple of hurdles. First is the residential issue, and if they choose to pass this they have to differentiate between this property and other residential property in that there are 350 students at this location throughout the year that need supervision. If other residential properties have 300+ kids they can come in. Secondly, as far as differentiating it from other schools, she is aware of the school as her children did attend there some time ago. She sees several issues. This is private property, while other schools are public schools. There is a playground at the front of this property. There has to be some sort of signal sense that this is private property, and that is how she would differentiate this from a public school. The second thing regarding Downers Grove North being a lighting issue, the only lights are at Ogden and Main Street, and the pedestrian crossing. The same issue exists here with a relatively dangerous Y-type intersection with a light at the corner. Another issue is that there are kids that go here from the age of three years old in the building up at the corner of

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the property, which is very close to the street. The playground is not near the older kids in the back, but close to the fenced area. She said she rides her bike past there and often when the school is closed she has seen people playing and in the pool area and she has called the police to report people who should not be there. For all those reasons and differentiating between the Downers Grove North case she would recommend approval of the variation.

Mr. McCann agreed with many of the reasons given, and said he voted to approve the Downers Grove North fence request. He thinks there should be a separate school designation. He noted that the Board voted not to approve North's petition, and they went to the Plan Commission to change the Zoning Ordinance to meet the needs of their specific property. He felt at the time just a narrow change to the fence question would be important. The fact that North High School is on a busy street is similar to this situation, which is also on a busy street. He sees this as common sense. He thinks this petition is valid and there is a need, unique circumstance, and a safety need. Avery Coonley could go to the Plan Commission to change their zoning designation, but they can pursue that if they choose to do so. There may be other repercussions from getting rezoned. He noted that this is a unique circumstance and the safety issues are legitimate. He is in favor of this.

Mr. Domijan said if you look at the Ordinance, Sec. 10.10b, the language inserted in Paragraph d specifically says that six-foot fences are permitted in an R-zoned lot occupied by a principal non-residential use, if the lot has multiple street frontages and contains a parking lot without a structure. In this case they have a grassy area separated by a parking area but they meet all the other requirements. This was written specifically for North High. He said that he was also in favor of granting the variation because of the safety issue, and from the issue that it is a school.

Mr. Werner commented on the Findings of Fact in Staff's report, saying that Staff's comment is quite an assumption that Staff is making regarding the property yielding a reasonable return. He doesn't agree with that comment. As for the plight of the owner being caused by unique circumstances, he also disagrees with Staff's interpretation. He also reviewed Finding #3 on page 3 of Staff's report, saying that he thinks not granting this will essentially alter the character. There are many of the conditions that he just does not agree with Staff's recommendation. He thinks the variation should be granted.

Ms. Eberhardt said that one of the things she looks at, as a homeowner, is the maintenance of property in the area. The perception is that if you are looking at a school for children, you look at how it is maintained. She thinks the existing fence is an eyesore and she would hate to see it remain there even if it is repaired. She can understand how it would impact a parent's decision to send their children there. Regarding a four-foot versus a six-foot fence, the extra two feet keeps the balls in the playground and out of traffic. That is a very busy intersection with the curve as well.

Mr. Kulovany said that the intersection was changed since 1929. He went to about ten houses in the neighborhood, and most were in favor of this requested variation. One neighbor said they saw kids jump the four-foot fence to get a ball. He said that Maple Avenue is now much busier and much faster than it was when originally thought out. The idea that someone with ill intentions could park a car and be across the fence within thirty seconds, snatch a kid and be on I-355 within five minutes and out of the State an hour later boggles the mind and could result in a national tragedy. He noted that they are in the National Historic Register. The Village makes Ordinances and often grants variances or exceptions. Soon if granted frequently the variances become the norm. The photos shown are deceiving as the swimming pool is a lot closer to the

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road than it appears to be. That is why he asked the question as to how to go about changing an Ordinance that doesn't make sense. He would be hard pressed to vote against this. He will be voting in favor of this.

Ch. Majauskas said that the fence variance they gave was because it was in the person's backyard that had a drastic grade change. She called for a Motion.

Mr. Kulovany moved to approve the variation for Case 16-ZBA-0007 as requested. Mr. Werner seconded the Motion noting that the fence shall comply with the plans and documents submitted by The Avery Coonley School, dated July 15, 2016, and/or as amended by the Zoning Board of Appeals.

AYES: Mr. Kulovany, Mr. Werner, Mr. Domijan, Ms. Eberhardt, Mr. McCann, Ch. Majauskas

NAYS: None

The Motion to approve the requested variation passed unanimously.

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Ms. Leitschuh noted that the November meeting date is on Thanksgiving. Due to a conflict with other dates prior to Thanksgiving, if there is a meeting in November, it will be held on November 30th. She indicated that notifications would be sent to the Board.

Ms. Leitschuh also announced that former Chairperson Marge Earl has been appointed to fill in a vacancy on the Village Council. It is hoped that should there be a meeting in October, the vacancy left by Ms. Earl on the Zoning Board of Appeals will be filled.

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ADJOURNMENT:

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

All in favor. The Motion carried unanimously.

Chairperson Majauskas adjourned the meeting at 7:58 PM.

Respectfully submitted,

Tonie Harrington
Recording Secretary