

Village of



There will be a regular meeting of the Village Board of Trustees at Village Hall, 419 Richmond Road; Kenilworth, IL. The public may attend in person or by utilizing the following link:

[TEAMS MEETING LINK](#)

If you do not have access to a computer, you may attend via telephone:

+1 872-242-8055

**Meeting ID: 367 426 229#**

## **Village Board of Trustees**

### **Meeting Agenda**

January 20, 2026 at 7:00 p.m.

**I. Call to Order / Roll Call**

**II. Approval of Minutes**

A. Village Board – December 9, 2025

B. Village Board – December 9, 2025 Executive Session

**III. Village President's Report**

A. Beach Construction Update (Bulley and Andrews)

**IV. Approval of the Warrant List**

**V. Regular Scheduled Business**

**A. Items for Consideration by Omnibus Vote**

1. Resolution Authorizing the Use of the Municipal Partnering Initiative (MPI) Contractual Pricing Pursuant to Government Joint Purchasing Act, 30 ILCS 525/0.01, et. seq., with Advanced Tree Care for the 2026 Tree Trimming Program in the Amount of \$25,000

2. Resolution Authorizing Execution of an Easement Agreement with Commonwealth Edison for a Relocated Vault Near 604 Green Bay Road

**B. Items for Discussion**

3. Presentation and a Resolution to Accept Planning Technical Assistance Services Delivered by the Chicago Metropolitan Agency for Planning

4. Action on the Following Items Pertaining to a Request for a Planned Unit Development at 515-519 Park Drive:

- a) Public Hearing to Consider a Certificate of Appropriateness
- b) Ordinance Granting a Special Use Permit to RED3 Development LLC for a Preliminary Planned Unit Development and Approving a Certificate of Appropriateness

**VI. Report from Staff**

- A. Community Development
- B. Finance
- C. Police
- D. Public Works
- E. Legal Counsel
- F. Village Manager

**VII. Business from the Public**

**VIII. Adjourn**

VILLAGE OF



KENILWORTH, IL

**Village Board of Trustees  
Meeting  
December 9, 2025**

**Call to Order**

President Kaz called to order the meeting of the Board of Trustees of the Village of Kenilworth at 5:00 p.m. on December 9, 2025.

**Roll Call**

**President Kaz requested a roll call, and the results were as follows:**

Trustees:	
Trustee Tim Ransford	Present
Trustee Christopher Ottsen	Present Remote, Voting*
Trustee Amy Hannus	Present
Trustee John Gottschall	Absent
Trustee Matthew Lojkovic	Present
Trustee Joseph Vitu	Present
President Cecily Kaz	Present

*\*President Kaz indicated that she was in receipt of a request from Trustee Ottsen to attend the meeting electronically in accordance with the Electronic Meeting Attendance Policy. As a quorum physically present, the Trustees will be authorized to attend electronically unless a motion is made and passed by a two-thirds majority of those physically present to deny the request. Hearing no such motion, President Kaz deemed the Trustee Present as a voting member.*

**A quorum was present in person.**

**Others Recorded as in Attendance:**

*Village Officials and Staff:*

Michael Gagnon	Village Clerk
Kathy Thake	Village Manager
Donicio Silva	Village Police Chief (Acting)
Jordan Schmidt	Management Analyst
Molly Burns	Management Analyst

1  
2 **Others, signing in as displayed in Participant List:**  
3

4 Carol Brobeck  
5 Michael Blue  
6 Lori Stanley  
7 Martin C.  
8 Margie Zander  
9 David Joyce  
10 Jeanne Keiler  
11

12 **Approval of Minutes**  
13

14 President Kaz asked if there any questions or comments regarding the following minutes:  
15

- 16 A. Committee of the Whole – November 5, 2025
- 17 B. Committee of the Whole – November 5, 2025 Executive Session
- 18 C. Village Board – November 17, 2025
- 19 D. Village Board – November 17, 2025 Executive Session  
20

21 Hearing none, President Kaz then asked for a motion to approve the minutes as presented. Trustee Hannus  
22 so moved, and Trustee Lojkovic seconded the motion.  
23

24 **A roll call vote was taken as follows:**  
25

26 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu  
27

28 Opposed: None  
29

30 The roll call tally was five votes in favor, and none opposed. President Kaz declared the minutes approved.  
31

32 **Village President's Report**  
33

34 President Kaz had no formal report to give but took the opportunity to thank Village staff for their  
35 professional response to unseasonally heavy snowfall.  
36

37 **Approval of the Warrant List**  
38

39 In the absence of Finance Committee Chair Gottschall, President Kaz asked Village Manager Thake to report  
40 on the Warrant List. She highlighted Class A warrant payments for work on the ongoing Lakefront  
41 Improvement Project (LIP) and recent roadway paving work. Trustees clarified a payment made to  
42 Woodhouse Tinucci related to the LIP, and the procurement procedure followed for the paving work.  
43 Manager Thake addressed these questions to the Board's satisfaction. She described Class B payments as  
44 payroll related.  
45

1 Hearing no further comments from the Board, President Kaz asked for a motion to approve the warrants as  
2 presented. Trustee Vitu so moved, and Trustee Lojkovic seconded the motion to approve the Class A warrants  
3 in the amount of \$1,001,452.40 and to ratify the Class B warrants in the amount of \$159,838.27.  
4

5 **A roll call vote was taken as follows:**

6  
7 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu  
8

9 Opposed: None  
10

11 The roll call tally was five votes in favor, and none opposed. President Kaz declared the warrants approved  
12 and ratified.  
13

14 **Regular Scheduled Business**

15  
16 President Kaz began consideration of Regular Scheduled Business by reading Items for Consideration by  
17 Omnibus Vote aloud as follows:  
18

19 **A. Items for Consideration by Omnibus Vote**

- 20 1. Appointment of Donicio Silva as Chief of Police to be Effective January 1, 2026  
21
- 22 2. Adoption of the following Ordinances Abating the Tax Heretofore Levied for Tax Year 2025  
23 to Pay the Principal and Interest on General Obligation Refunding Bonds:  
24 a) Series 2015A Abatement  
25 b) Series 2022 Abatement  
26
- 27 3. Adoption of the Following Items Related to the 2025 Tax Levy for the Village Fiscal Period  
28 January 1, 2026 through December 31, 2026:  
29 a) An Ordinance for the Levy Assessment and Collection of Taxes for the Village  
30 b) A Resolution Limiting the Additional Tax Levy Extension for Loss and Cost to Two  
31 Percent  
32
- 33 4. Adoption of an Ordinance Amending the Fiscal Year 2025 Budget  
34
- 35 5. Authorization to Set the 2026 Compensation for the Village Manager and Police Chief  
36
- 37 6. Resolution Authorizing a Contractual Agreement with Axon Enterprise, Inc., and the  
38 Purchase of Five (5) Taser 10 Conducted Energy Weapons in a Total Amount of \$25,968.85  
39
- 40 7. Resolution Authorizing the Purchase and Contractual Agreement for Bulk Road Salt for the  
41 2026 Winter Season with Compass Minerals America, Inc., of Orland Park, Kansas Through  
42 the State of Illinois Joint Purchasing Program in an Amount Not to Exceed \$20,275.20  
43

1 8. Resolution Authorizing a Contractual Agreement with BS&A Software, LLC of Bath,  
2 Michigan for Enterprise Resource Planning Software System Cloud Integration in the  
3 Amount not to Exceed \$30,600  
4

5 She then asked whether there were any questions from the Board and whether any members of the Board  
6 would like to remove any items from Omnibus Vote consideration. There were no requests to remove items.  
7 Trustees asked for clarification that there were no changes made to Item #4: Adoption of an Ordinance  
8 Amending the Fiscal Year 2025 Budget, subsequent to prior public discussions and Board approvals, and asked  
9 for a review of the terms for Item #3: Adoption of the Following Items Related to the 2025 Tax Levy for the  
10 Village Fiscal Period January 1, 2026 through December 31, 2026. Manager Thake clarified Item #4 and  
11 reviewed Item #3 to the Board's satisfaction.  
12

13 Hearing no further questions or comments, President Kaz then took the opportunity to recognize Acting Chief  
14 Donicio Silva, who was in attendance, and underscore the Village's pleasure at his pending appointment to  
15 permanent Police Chief status. She then asked for a motion to approve the items as presented. Trustee  
16 Ransford so moved, and Trustee Hannus seconded the motion.  
17

18 **A roll call vote was taken as follows:**

19  
20 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu  
21

22 Opposed: None  
23

24 The roll call tally was five votes in favor, and none opposed. President Kaz declared the appointment made  
25 and the ordinances, resolutions and compensation adopted and authorized. The Board took time to  
26 congratulate Chief Silva on his appointment.  
27

28 President Kaz then turned to Items for Consideration by Individual Vote.  
29

30 **B. Items for Consideration by Individual Vote**

31 1. Adoption of the Following Ordinances Pertaining to the Annual Fee Schedule:

- 32 a) An Ordinance Amending Chapter 90 of the Village Code Concerning the Implementation  
33 of Fees  
34 b) Adoption of the Annual Fee Ordinance with an Effective Date of January 1, 2026  
35

36 President Kaz recognized Management Analyst Molly Burns as a presenter on this item. Ms. Burns reviewed  
37 the stipulations that were included in Item 1a and provided a brief overview of the Annual Fee Ordinance  
38 generally referred to in Item 1b. Trustees asked for clarification of the terms of the Building Permit  
39 Technology Fee. Ms. Burns responded to the Board's satisfaction. President Kaz opened the floor for  
40 questions from the public. There were none. With no further questions from the Board or the public,  
41 President Kaz asked for a motion to approve the item #1 as submitted. Trustee Lojkovic so moved. Trustee  
42 Hannus seconded the motion.  
43

44 **A roll call vote was taken as follows:**

45  
46 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu  
47

1           Opposed: None

2  
3           The roll call tally was five votes in favor, and none opposed. President Kaz declared the ordinances adopted.

4  
5           President Kaz then asked Trustee Hannus to introduce a Zoning Code Update Presentation from Teska  
6 Associates. Trustee Hannus reviewed the recent activity that took place as the Village proceeds to update its  
7 zoning code and introduced Ms. Carol Brobeck and Mr. Michael Blue from Teska Associates. Ms. Brobeck  
8 began by describing a recent open house conducted on November 4, 2025, as well as an online survey, open  
9 to the public, developed by Teska to promote community engagement in the zoning code update process.  
10 These efforts elicited topics important to residents such as business district design guidelines, signage codes,  
11 residential driveway and parking considerations, and procedural enhancements to make zoning review  
12 simpler and more effective. Trustees discussed common problems with the existing zoning review process,  
13 prior attempts to update the zoning process, and the roles filled by the Plan Commission and the Architectural  
14 Review Board.

15  
16           Ms. Brobeck then proposed a new organization of the zoning code under the following headings: 1.) Title &  
17 Purpose, 2.) Rules & Definitions, 3.) General Provisions, 4.) Zoning Districts & Zoning Maps, 5.) Administration  
18 / Planned Unit Developments, 6.) Off-street Parking & Loading Regulations, 7.) Nonconformities, 8.) Sign  
19 Code, 9.) Business District Design Guidelines. She then went on to review the proposed zoning code changes  
20 among those headings relating to pools, outdoor kitchens, accessory structures, the review committee  
21 structure relative to approval of Certificates of Appropriateness (COA), the Plan Commission and Village Board  
22 approval process, the combination of existing minor zoning districts, creating categories for zoning uses,  
23 expanding existing floor credits, revising Substantial Alteration regulations, revising business district design  
24 guidelines, and rewriting the sign code to be content-neutral. Trustees clarified the hierarchy of zoning  
25 approval jurisdiction, and the concept of setback regulations.

26  
27           Ms. Brobeck then listed policy questions still under consideration around how best to regulate bulk at upper  
28 stories in residential districts, whether a maximum width of driveways, measured at the property  
29 line/sidewalk, is appropriate, and what regulations may be useful to encourage appropriate signage in the  
30 business district. She updated the Board on recent legislative changes that will prohibit a Village's ability to  
31 impose or enforce minimum parking requirements in proximity of a public transportation hub or corridor, and  
32 presented a chart describing the approval structure among the Zoning Board of Appeals (ZBA), the Plan  
33 Commission (PC), the Architectural Review Commission (ARC) and the Village Board (VB) that would result  
34 once presently recommended changes are made, and took time to discuss suggestions for zoning-related  
35 variations that could be left in the hands of administrative staff. Trustees clarified details of some of these  
36 suggestions cautioning that the provision of administrative relief could be abused and difficult to explain to  
37 residents and reviewed the established zoning variation process.

38  
39           Ms. Brobeck concluded her remarks by reviewing next steps that will be taken and the timing of the process  
40 for providing public review of the draft changes and bringing the final approval of the zoning code update to  
41 conclusion. Trustees clarified that the last full code update took place in 1969, reviewed specific aspects of  
42 the approval timeline, clarified opportunities for resident input, and engaged in a discussion of the housing

1 stock in the Village. President Kaz thanked the representatives of Teska Associates for their update and  
2 turned to Reports from Staff.

3

4 **Report from Staff**

5 C. Community Development

6 D. Finance

7 E. Police

8 Acting Chief Silva on police activity in the month of November highlighting calls for service, traffic  
9 enforcement, vacation house watches, training activities, and resident outreach. Resident David Joyce asked  
10 Chief Silva to characterize the response that would be made by the Kenilworth Police Department to activity  
11 involving the U.S. Immigration and Customs Enforcement Agency. Chief Silva responded to his satisfaction.

12 F. Public Works

13 G. Legal Counsel

14 H. Village Manager

15 Manager Thake characterized work progress on the ongoing Lakefront Improvement Project as very good but  
16 cautioned the Board that weather conditions can affect progress going forward.

17

18 **Business from the Public**

19

20 President Kaz asked whether there was any Business from the Public. There was none

21

22 **Executive Session**

23

24 Hearing no further public business, President Kaz asked for a motion to adjourn to executive session. Trustee  
25 Ransford offered a motion to convene in Executive Session for the purpose of discussing 1) Collective  
26 Bargaining; and, 2) The appointment, employment, compensation, discipline, performance or dismissal of a  
27 specific employee. Trustee Hannus seconded the motion.

28

29 **A roll call vote was taken as follows:**

30

31 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu

32

33 Opposed: None

34

35 The roll call tally was 5 votes in favor, and none opposed. President Kaz declared the motion passed at 6:29  
36 p.m. and then asked unauthorized persons to clear the meeting.

37

38 **Adjourn**

39

40 Having no further business, President Kaz asked for a motion to adjourn the meeting. Trustee Ottsen so  
41 moved, and Trustee Lojkovic seconded the motion.

42

43 **A roll call vote was taken as follows:**

44

1 For: Ransford, Ottsen, Hannus, Lojkovic, Vitu

2

3 Opposed: None

4

5 The roll call tally was five votes in favor, and none opposed.

6

7 President Kaz declared the meeting adjourned at 6:56 p.m.

8

DRAFT



## Request for Board Action

**Agenda Item:** IV – Warrant List

**Considered By:**  
Village Board

**Date:**  
01/20/26

**Staff Contact:** Katarzyna Thake, Administration  
Kathleen Morley, Lauterbach & Amen

**Subject:** Approval of the Warrant List

**Summary:** Warrants are presented for consideration and approval in two different classifications. Class A warrants are those payments which are submitted to the Village Board for review and approval. For these warrants, no payment has been issued. Class B warrants are payments that have already been made and are submitted to the Village Board for ratification. Employee payroll is typically included in the Class B warrants total when presented, but not shown on check listing since payroll is paid from the payroll account.

Payments which are of particular note are highlighted on the warrant list.

**Policy:** Village financial activity is governed by a combination of the Village Code and financial policies of the Village.

**Recommendation:** The Village Manager submits the following for review and consideration:

- **Class A Warrant List (attached) totaling \$815,857.11 - 106 disbursements**
- **Class B Warrant List and Payroll totaling \$189,549.22**
  - Class B Check Register = \$17,500.00
  - Employee Payroll, December 24 \$77,817.60
  - Employee Payroll, December 11 \$94,231.62
  - Payroll expenses do not appear on the Class B Warrant List printout but are ratified with the Class B Warrants
- **Check Numbering:**
  - Last check number approved – GEN 41962, 713(A) – December 9<sup>th</sup>
  - Start/End Checks Class B - GEN 41963 - 41967
  - Start/End Check Class A - GEN 41968 - 42040, 714(A) – 743(A) & 744(E) – 746(E)
- **Voided Checks and Cause**
  - None

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 01/14/2026 - 01/23/2026  
 CLASS A WARRANTS FOR 1/20/2026  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GEN GENERAL OPERATING					
Check Type: ACH Transaction					
01/21/2026	GEN	714 (A)	ANCEL, GLINK, DIAMOND, BUSH, DICANN	NOV 2025 LEGAL SERVICES	5,875.38
01/21/2026	GEN	715 (A)	SAFE BUILT	NOV 2025 BUILDING PLAN REVIEW AND INSPEC NOV 2025 BUILDING PLAN REVIEW AND INSPEC	200.87 6,300.15
					<u>6,501.02</u>
01/21/2026	GEN	716 (A)	ADVANCE SWEEPING SERVICES, INC.	FINAL STREET SWEEP OF THE YEAR.	1,993.99
01/21/2026	GEN	717 (A)	ALLEN INTEGRATED CONTROL SOLUTIONS	WIN911 DATABASE REBUILD	2,560.00
01/21/2026	GEN	718 (A)	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES & SNOW PLOW POLY EDGE SAFETY SEAT SENSOR REPLACEMENT PARTS OFFICE SUPPLIES	392.97 38.97 42.73
					<u>474.67</u>
01/21/2026	GEN	719 (A)	AMERICAN LEGAL PUBLISHING CORP	CODIFICATION UPDATES - DECEMBER 2025	87.80
01/21/2026	GEN	720 (A)	BS&A	BS&A CLOUD UPGRADE + ANNUAL SUPPORT FEE	15,300.00
01/21/2026	GEN	721 (A)	BULLEY & ANDREWS, LLC	PHASE 2 BIP CONSTRUCTION - PAY APP 3	296,980.47
01/21/2026	GEN	722 (A)	CINTAS CORPORATION	2ND WEEK DECEMBER UNIFORM RENTAL 1ST WEEK DECEMBER UNIFORM RENTAL 4TH WEEK OF DECEMBER UNIFORM RENTAL 3RD WEEK DECEMBER UNIFORM RENTAL 1ST WEEK JANUARY UNIFORM RENTAL	51.81 51.81 51.81 51.81 51.81
					<u>259.05</u>
01/21/2026	GEN	723 (A)	CONVERGED DIGITAL NETWORKS LLC	VH & PW PHONE 012126-022026	376.00
01/21/2026	GEN	724 (A)	DELTA DENTAL OF ILLINOIS - VISION	EMPLOYEE VISION BENEFITS - JANUARY 2026	151.57
01/21/2026	GEN	725 (A)	DELTA DENTAL OF ILLINOIS VISION HD	JANUARY EMPLOYEE VISION BENEFITS - HIGH	19.61
01/21/2026	GEN	726 (A)	FEECE OIL CO.	FUEL USAGE - OCTOBER AND NOVEMBER 2025	2,309.98
01/21/2026	GEN	727 (A)	FERGUSON ENTERPRISES, LLC	METERS FOR REPLACEMENT	2,642.62
01/21/2026	GEN	728 (A)	FLOOD BROTHERS DISPOSAL	10 YARD ROLL OFF FOR PUMPKINS FALL LEAF PICK UP 4 PICK UPS ROLL OFF FOR LEAVES FINAL PICK UP	65.00 3,309.20 553.65
					<u>3,927.85</u>
01/21/2026	GEN	729 (A)	GEWALT HAMILTON ASSOC., INC	NOV. 2025 GENERAL ENG SERVICES NOV. 2025 PLAN REVIEW ENG SERVICES LEAK DETECT ALONG SHERIDAN RD. JUNE 2025 ENGINEERING SERVICES - BIP REV	263.60 3,749.70 1,292.00 200.00
					<u>5,505.30</u>
01/21/2026	GEN	730 (A)	GRAINGER	COMED RELOC - CONDUIT ADAPTER TRANSFORME	17.54
01/21/2026	GEN	731 (A)	INTERDEV, LLC	CONTRACT IT SVC - DECEMBER	4,615.70
01/21/2026	GEN	732 (A)	INTERGOVERNMENTAL RISK MGT AGENCY	2026 ANNUAL CONTRIBUTION	122,959.00
01/21/2026	GEN	733 (A)	LANGTON GROUP	PARKWAY PLANTING PROGRAM 2025	10,525.00
01/21/2026	GEN	734 (A)	LAUTERBACH & AMEN, LLP	ACCOUNTING SERVICES - NOVEMBER 2025	7,725.00
01/21/2026	GEN	735 (A)	MADISON NATIONAL LIFE	LIFE INSURANCE - JANUARY 2026	228.36
01/21/2026	GEN	736 (A)	MENARDS-MORTON GROVE	MORTAR AND TILES FOR VH BATHROOM BATHROOM UPGRADE MATERIAL	131.76 130.32

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 01/14/2026 - 01/23/2026  
 CLASS A WARRANTS FOR 1/20/2026  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
				SILICONE FOR CAULKING BATHROOM	39.92
				SHOWER HEAD AND ITEMS FOR NEW BATHROOM V	104.20
				CLEANING SUPPLIES FOR PW AND MOUSE TRAPS	168.65
				TOWER HEATERS FOR CONFERENCE ROOM	143.98
				CARBON MONOXIDE/SMOKE DETECTORS	64.98
					<u>983.81</u>
01/21/2026	GEN	737 (A)	NORTH SUBURBAN EMPLOYEE COOP	MEDICAL INSURANCE NOVEMBER 2025	33,417.41
				MEDICAL INSURANCE - DECEMBER 2025	33,417.41
					<u>66,834.82</u>
01/21/2026	GEN	738 (A)	NORTH SUBURBAN EMPLOYEE COOP	DENTAL INSURANCE NOVEMBER 2025	2,153.00
				DENTAL INSURANCE - DECEMBER 2025	2,153.00
					<u>4,306.00</u>
01/21/2026	GEN	739 (A)	OSAGE	DECEMBER TREE INSPECTIONS	425.00
01/21/2026	GEN	740 (A)	SAFE BUILT	12/2025 BUILDING PLAN REVIEW AND INSPECT	67.79
				12/2025 BUILDING PLAN REVIEW AND INSPECT	89.28
				12/2025 BUILDING PLAN REVIEW AND INSPECT	5,046.40
					<u>5,203.47</u>
01/21/2026	GEN	741 (A)	SHERWIN-WILLIAMS	TRAY LINER FOR PAINTING	8.47
				PAINT FOR VH RESTROOM	123.65
					<u>132.12</u>
01/21/2026	GEN	742 (A)	SWANNC	JANURARY 2026 WASTE TIP FEE	4,486.59
				FEBRUARY 2026 WASTE TIP FEE	4,486.59
					<u>8,973.18</u>
01/21/2026	GEN	743 (A)	WOODHOUSE TINUCCI ARCHITECTS, LLC	ARCH. BEACH PROJECT - VB APPROVAL 10/28/	8,026.25
				ARCH. BEACH PROJECT - VB APPROVAL 10/28/	7,955.00
					<u>15,981.25</u>
				Total ACH Transaction:	<u>593,875.56</u>

Check Type: EFT Transfer

01/14/2026	GEN	744 (E)	FIRST NATIONAL BANK OF OMAHA	FOXIT - 1 USER 1 MONTH SUBSCRIPTION	11.68
				FOXIT - 1 USER 1 MONTH SUBSCRIPTION	11.68
				GFOA FY26 BUDGET AWARD APPLICATION	380.00
				ADMIN VOK APPAREL	163.55
				PDQ SOFTWARE DEPLOYMENT TOOL	701.25
				SOFTWARE - MAIL SEND TRANSFER SERVICE	100.00
				CONSTANT CONTACT 102125-112125	75.00
				CONSTANT CONTACT 112125-122125	75.00
				CERTIFIED MAIL AND RETURN RECEIPT	10.48
				UB POSTCARD STAMPS - ONE ROLL	61.00
				CODE ENFORCEMENT - CERTIFIED MAIL	5.34
				INTERNET SERVICE VILLAGE HALL 111525-121	215.82

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 01/14/2026 - 01/23/2026  
 CLASS A WARRANTS FOR 1/20/2026  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
				INTERNET SERVICE VILLAGE HALL 121525-011	215.82
					<u>2,026.62</u>
01/14/2026	GEN	745 (E)	FIRST NATIONAL BANK OF OMAHA	ID MACHINE PRINTER INK CATRIDGE	98.94
				CHRISTMAS DINNER (2) FOR OFFICERS	50.97
					<u>149.91</u>
01/14/2026	GEN	746 (E)	FIRST NATIONAL BANK OF OMAHA	O RING FOR CARB ON WATER PUMP	20.19
				90 GALLONS OF USED OIL PICKED UP FOR REC	75.00
				BOOM TRUCK YEARLY INSPECTION	495.00
					<u>590.19</u>
				Total EFT Transfer:	<u>2,766.72</u>

Check Type: Paper Check

01/21/2026	GEN	41968	AMAZON CAPITAL SERVICES	COMMUNITY POLICING- LOLLIPOPS FOR DESK A	158.11
01/21/2026	GEN	41969	AMERICAN UNDERGROUND, INC	FLUSH HEAVY DEBRIS IN FLAT LINE ON IVY C	2,100.00
01/21/2026	GEN	41970	ANTHONY MEHRABIAN	BD Bond Refund	2,500.00
01/21/2026	GEN	41971	AT&T	PD CELLPHONES 6 (10262025-11252025)	261.72
				ADMIN & PW CELL PHONES - NOVEMBER2025	240.02
				ADMIN/PW PHONE - DECEMBER 2025	277.23
				PD CELLPHONES (NOV25-DEC25)	261.72
					<u>1,040.69</u>
01/21/2026	GEN	41972	ATCO INTERNATIONAL	5 GAL CAR WASH SOAP AND WAX	131.50
01/21/2026	GEN	41973	BETTINA FAULKNER	BD Bond Refund	5,000.00
01/21/2026	GEN	41974	CHICAGO METROPOLITAN AGENCY	CMAAP YEARLY DUES - FY2026	113.63
01/21/2026	GEN	41975	CHICAGO TRIBUNE COMPANY, LLC	LEGAL NOTICES 110125-113025	100.91
01/21/2026	GEN	41976	CLARK BAIRD SMITH LLP	12/2025 LEGAL SERVICES RENDERED - LABOR	1,893.75
01/21/2026	GEN	41977	COM ED-STREET LIGHTS	STREET LIGHTS 101325-111725	1,631.80
01/21/2026	GEN	41978	COMED	PRV STATION ELECTRIC 102925-112625	60.00
				BOSTER PUMP STATION ELECTRIC 102925-1126	365.64
				WATER TOWER ELECTRIC 110325-120325	35.67
					<u>461.31</u>
01/21/2026	GEN	41979	COMPASS MINERALS AMERICA	2025/2026 ROAD SALT COMPASS MINERAL	3,250.94
				2025/2026 ROAD SALT COMPASS MINERAL	5,172.48
					<u>8,423.42</u>
01/21/2026	GEN	41980	DELL MARKETING, LP	3 NEW DESKTOP COMPUTERS	2,775.45
01/21/2026	GEN	41981	DENNIS P. SELVIG	PRE-EMPLOYMENT, PSYCH FOR VALLEJO	700.00
01/21/2026	GEN	41982	DENNIS REMKE	BD Bond Refund	1,600.00
01/21/2026	GEN	41983	DSM Properties Inc	BD Bond Refund	2,500.00
01/21/2026	GEN	41984	Edward George Jones and Sarah Jones	BD Bond Refund	2,500.00
01/21/2026	GEN	41985	EMS MANAGEMENT & CONSULTANTS	AMBULANCE FEES NOVEMBER 2025	81.34
01/21/2026	GEN	41986	EMS MANAGEMENT & CONSULTANTS, INC.	AMBULANCE USER FEES - DECEMBER 2025	284.26
01/21/2026	GEN	41987	FIRST NATIONAL BANK OF OMAHA	SHINGLE TABS FOR HOLIDAY LIGHTS TRAIN ST	11.25
				SUPPLIES FOR HOLIDAY PLANTERS	281.41
				ICE MAKER FOR VILLAGE HALL LUNCHROOM	135.49

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 01/14/2026 - 01/23/2026  
 CLASS A WARRANTS FOR 1/20/2026  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
				EGR VALVE FAIL ON 5 YARD DUMP TRUCK	1,425.58
				CEDAR TIP DECOR FOR PLANTERS	114.32
				CREDIT FOR TAX FROM RECIEPT	(25.58)
				CREDIT FOR TAXES ON INVOICE	(10.40)
					<u>1,813.07</u>
01/21/2026	GEN	41988	FLOCK SAFETY	6 FLOCK SAFETY FALCON CAMERAS- ANNUAL FE	7,500.00
01/21/2026	GEN	41989	FOX VALLEY FIRE & SAFETY	SEMI ANNUAL CLEAN AGEN INSPECTION VH	615.00
				QUARTERLY FIRE ALARM MONITORING VILLAGE	183.00
					<u>798.00</u>
01/21/2026	GEN	41990	GLENBROOK AUTO PARTS INC	SLIDE TERMINAL ELECTRICAL	6.17
01/21/2026	GEN	41991	HAYES MECHANICAL	EMERGENCY REPAIR ROOFTOP UNIT HEAT EXCHA	12,140.00
01/21/2026	GEN	41992	HENDERSON PRODUCTS, INC.	10' PLOW CUTTING EDGES FOR FIVE YARD TRU	902.23
01/21/2026	GEN	41993	IL DEPARTMENT OF TRANSPORTATION	GREEN BAY ROAD SIGNAL MAINT. Q2 2025	911.70
				GREEN BAY ROAD SIGNAL MAINT. Q3 2025	911.70
					<u>1,823.40</u>
01/21/2026	GEN	41994	J.G. UNIFORMS INC	UNIFORMS- SILVA 1 WHITE S/S	57.00
				UNIFORMS-SILVA S S/S W/ PATCHES & EMBRIO	269.90
				UNIFORMS-SILVA BLK LEATHER SHOES, 4 SOCK	180.95
				UNIFORMS- VALLEJO VEST COVER, MOCK TNECK	384.50
				UNIFORMS- SILVA 2 MOCK DICKIES NAVY	48.00
				UNIFORMS-EDELSTEIN 3 BLAUER S/S	328.50
				UNIFORMS-VALLEJO- 3 SHOULDER PATCHES SWI	36.00
				UNIFORMS- LABEAU (SGT) PATCHES, SHIRT, E	433.50
					<u>1,738.35</u>
01/21/2026	GEN	41995	JACK HUBER	BD Bond Refund	2,500.00
01/21/2026	GEN	41996	Jianhua Zhu & Qiushi Zheng	BD Bond Refund	2,500.00
01/21/2026	GEN	41997	JIM LAWSON	BD Bond Refund	2,500.00
01/21/2026	GEN	41998	JOAO ARAUJO	BD Bond Refund	2,500.00
01/21/2026	GEN	41999	K A HARRIS	BD Bond Refund	2,500.00
01/21/2026	GEN	42000	Kim Carney	BD Bond Refund	580.00
01/21/2026	GEN	42001	KRAM DIGITAL SOLUTIONS, INC	DAILY PARKING PERMITS	245.00
				UTILITY BILLING POSTCARDS	225.00
					<u>470.00</u>
01/21/2026	GEN	42002	Krugel Cobbles	BD Bond Refund	5,000.00
01/21/2026	GEN	42003	LEANNE YLITALO	BD Bond Refund	2,500.00
01/21/2026	GEN	42004	LECHNER AND SONS	3RD WEEK DECEMBER MAT RENTAL TRAIN STATI	55.20
				1ST WEEK OF DECEMBER MAT RENTAL TRAIN ST	55.20
				4TH WEEK DECEMBER MAT RENTAL TRAIN STATI	55.20
				5TH WEEK DECEMBER MAT RENTAL TRAIN STATI	55.20
				1ST WEEK JANUARY MAT RENTAL TRAIN STATIO	55.20
				2ND WEEK JAN MAT RENTAL TRAIN STATION	55.20
					<u>331.20</u>
01/21/2026	GEN	42005	Mary Arthur	BD Bond Refund	1,862.50
01/21/2026	GEN	42006	MCCULLOUGH EQUIPMENT	VENTRAC MODULE REPLACEMENT	2,704.86
01/21/2026	GEN	42007	McDermott Construction, Inc.	BD Bond Refund	2,500.00
01/21/2026	GEN	42008	MENONI & MOCOJNI	BLACKDIRT FOR WINTER DAMAGE TO PARKWAYS	147.20

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Check Date	Bank	Check	Vendor Name	Description	Amount
01/21/2026	GEN	42009	MILLEN ACE HARDWARE	STEEL TREE STAND FOR PLANTERS	44.98
				CLAMP REPAIR FOR THE BOILER AT WATER PLA	31.47
				CHISEL FOR DRILL TO REMOVE GLUE FROM FLO	31.49
				THERMOSTAT FOR WATER PLANT	40.49
					<u>148.43</u>
01/21/2026	GEN	42010	NICOR	WATER TOWER GAS 112125-122225	60.77
				WATER PLANT GAS 112125-122225	321.36
				BOSTER PUMP GAS 112125-122225	169.19
				NICOR PUBLIC WORKS 11/21/25-12/22/25	1,172.67
					<u>1,723.99</u>
01/21/2026	GEN	42011	NORTHERN ILLINOIS UNIVERSITY	FINANCIAL FORECAST FORUM - KT & HM	188.00
01/21/2026	GEN	42012	NORTHERN WEATHERMAKERS HVAC	PM AND REPAIR ROOFTOP HVAC UNITS	573.74
				REPAIR TRIPPED ROLL OUT SWITCH AFTER FUR	423.38
				TROUBLE SHOOT, REPAIR AND PM BOILER	1,125.10
					<u>2,122.22</u>
01/21/2026	GEN	42013	PACE ANALYTICAL SERVICES, LLC	1/2 LEAD AND COPPER SAMPLES FOR 1ST ROUN	175.00
				BACTERIA MONTHLY WATER SAMPLE DECEMBER	60.00
				13 LEAD AND COPPER SAMPLES 2ND ROUND	455.00
					<u>690.00</u>
01/21/2026	GEN	42014	PATLIN, INC.	PLOW BOLTS AND NUTS FOR CUT EDGE	122.14
01/21/2026	GEN	42015	Perma-Seal	BD Bond Refund	2,500.00
01/21/2026	GEN	42016	PETER BAKER & SON CO	HIGH PERFORMANCE COLD PATCH MATERIAL	1,217.30
01/21/2026	GEN	42017	POMP'S TIRE SERVICE, INC.	TIRE REPAIR ON BACKHOE	720.60
01/21/2026	GEN	42018	QUADIENT FINANCE USA, INC.	POSTAGE PURCHASE & POSTAGE MACHINE RENTA	398.84
01/21/2026	GEN	42019	RAVINIA PLUMBING SEWER HEATING ELEC	BD Bond Refund	5,000.00
01/21/2026	GEN	42020	REKOSKE, JAMES	BD Bond Refund	2,500.00
01/21/2026	GEN	42021	Renewal by Andersen	BD Bond Refund	2,240.75
01/21/2026	GEN	42022	SCHERMERHORN & CO	BD Bond Refund	1,334.90
01/21/2026	GEN	42023	SHAKE GUYS, LLC	BD Bond Refund	2,500.00
01/21/2026	GEN	42024	Smart Roofing, Inc.	BD Bond Refund	2,500.00
01/21/2026	GEN	42025	TESKA ASSOCIATES	OCT 25 - ZONING CODE UPDATE	12,408.54
				NOV 2025 ZONING CODE UPDATE	7,718.98
				NOV 2025 ZONING PLAN REVIEW SERVICES	6,194.55
					<u>26,322.07</u>
01/21/2026	GEN	42026	TESTING SERVICE CORPORATION	BEACH IMPROVEMENT PROJECT MATERIAL TESTI	3,185.00
				BEACH IMPROVEMENT PROJECT MATERIAL TESTI	10,545.00
					<u>13,730.00</u>
01/21/2026	GEN	42027	THOMPSON ELEVATOR INSPECTION	ELEVATOR INSPECTION @ 230 OXFORD	100.00
01/21/2026	GEN	42028	THOMSON REUTERS-WEST	INVESTIGATIVE TOOL SUBSCRIPTION (11/1/20	243.17
				INVESTIGATIVE TOOL SUBSCRIPTION (12/1/20	243.17
					<u>486.34</u>
01/21/2026	GEN	42029	Tim & Liza Reynolds	BD Bond Refund	5,000.00

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 DB: Kenilworth

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
 CHECK DATE FROM 01/14/2026 - 01/23/2026  
 CLASS A WARRANTS FOR 1/20/2026  
 TO BE APPROVED

Check Date	Bank	Check	Vendor Name	Description	Amount
01/21/2026	GEN	42030	TRADITIONAL TREE CARE	SKOKIE DITCH TREE REMOVAL LARGE SILVER MAPLE EMERGENCY REMOVAL	5,250.00 1,250.00 <u>6,500.00</u>
01/21/2026	GEN	42031	TROLLEY, MEGAN	BD Bond Refund	1,330.00
01/21/2026	GEN	42032	ULTRA STROBE COMMUNICATIONS INC	HAVIS BROTHER POCKETJET PRINTER MOUNT AN	273.37
01/21/2026	GEN	42033	US Waterproofing	BD Bond Refund	2,500.00
01/21/2026	GEN	42034	US Waterproofing	BD Bond Refund	2,500.00
01/21/2026	GEN	42035	VERIZON WIRELESS	CELL SERVICE FOR METER READ & SQUAD HOT CELL SERVICE FOR METER READ & SQUAD HOT	214.16 214.16 <u>428.32</u>
01/21/2026	GEN	42036	VILLAGE OF WILMETTE	PURCHASE OF WATER NOVEMBER 2025 PURCHASE OF WATER - DECEMBER 2025 PURCHASE OF WATER - RATE ADJUSTMENT RETR	15,677.17 14,370.12 8,001.35 <u>38,048.64</u>
01/21/2026	GEN	42037	Wilfredo Saucedo Vargas	BD Bond Refund	1,284.00
01/21/2026	GEN	42038	WILLIAM GRAHAM	BD Bond Refund	2,500.00
01/21/2026	GEN	42039	YORKE PRINTING SHOPPE	KENILWORTH POLICE CASE JACKETS	402.77
01/21/2026	GEN	42040	ZAFIRO PAPASTRATAKOS // ZTP STUDIO	JAN 2026 PERMIT AND CODE ENFORCEMENT SER	2,429.00
				Total Paper Check:	<u>219,214.83</u>
GEN TOTALS:					
Total of 106 Checks:					815,857.11
Less 0 Void Checks:					<u>0.00</u>
Total of 106 Disbursements:					<u>815,857.11</u>

01/12/2026 10:24 AM  
User: JSCHMIDT  
DB: Kenilworth

CHECK REGISTER FOR VILLAGE OF KENILWORTH  
CHECK DATE FROM 12/12/2025 - 01/12/2026  
CLASS B WARRANTS FOR 1/20/2026  
TO BE RATIFIED

Check Date	Bank	Check	Vendor Name	Description	Amount
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Bank GEN GENERAL OPERATING

Check Type: Paper Check

12/12/2025	GEN	41963	Cittrix Building Services, Inc.	BD Bond Refund	2,500.00
12/12/2025	GEN	41964	DSM Properties Inc	BD Bond Refund	5,000.00
12/12/2025	GEN	41965	Field Development Group	BD Bond Refund	2,500.00
12/12/2025	GEN	41966	Midwest Arbor Corporation	BD Bond Refund	5,000.00
12/12/2025	GEN	41967	Moises Numa	BD Bond Refund	2,500.00

Total Paper Check:

17,500.00

GEN TOTALS:

Total of 5 Checks:

17,500.00

Less 0 Void Checks:

0.00

Total of 5 Disbursements:

17,500.00



## Request for Board Action

**Agenda Item:** V.A.1.

**Staff Contact:** Donald Leicht, Public Works

**Considered By:**  
Village Board

**Date:**  
01/20/26

**Subject:** Resolution Authorizing the Use of the Municipal Partnering Initiative (MPI) Contractual Pricing Pursuant to Government Joint Purchasing Act, 30 ILCS 525/0.01, et. seq., with Advanced Tree Care for the 2026 Tree Trimming Program in the Amount of \$25,000

**Summary:** The Village undertakes an annual winter tree trimming program that consists of pruning one-fifth of Village parkway trees on a five-year cycle. The work is done in the winter as it allows for safe pruning of oaks and elm trees. This is also the best time of year for trees to be inspected for damaged limbs that are at risk of falling. It is recommended that the Village Board authorize the use of MPI pricing to enter into an agreement with Advanced Tree Care for trimming services.

**Background of Matter:** Annually, the Village undertakes a winter tree trimming program for parkway trees to be pruned by a licensed professional. The scope of work includes the removal of hazardous dead limbs and cross-member branches, as well as raising the tree canopy to ensure safe travel for both pedestrians and vehicles. During the program, one-fifth of the Village's parkway trees will be pruned, which allows for each parkway tree to be pruned once every five years.

In 2026, the Municipal Partnering Initiative (MPI) obtained bid pricing for tree removal and tree trimming. The bid is for a three-year agreement; Advanced Tree Care was the lowest responsible bidder for the requested services. Neighboring communities have found the MPI pricing acceptable and subsequently adopted the agreement.

The Village has previously contracted with Advanced Tree Care for the program and was satisfied with their work. The tree trimming bid process was conducted by the Village of Glenview on behalf of several communities, including Kenilworth. The process is substantially similar to the formal bidding process conducted by the Village and is an acceptable alternative as identified in the Purchasing Manual. Based on positive past experiences with Advanced Tree Care, staff recommend awarding them the 2026 Tree Trimming contract for a period of one year in the amount not to exceed \$25,000. While the agreement with Glenview is for three years, the Village will review and award the contract on an annual basis.

**Policy:** A formal bid process and Village Board approval are required for all contracts in excess of \$20,000. The bid process performed by Village of Glenview meets the requirements set forth in the Village's Purchasing Manual and through the Use of the Municipal Partnering Initiative (MPI) Contractual Pricing Pursuant to Government Joint Purchasing Act, 30 ILCS 525/0.01, et. seq.,

**Financial Impact:** The Village has adequate funding in the FY26 includes for winter tree trimming.

Total Contract Amount	Not to Exceed \$25,000
Budget Amount (FY26)	\$25,000
Variance:	\$0 – On Budget
GL Number:	General Fund: 01-600-5766

**Recommendation:** Staff recommends that the Village Board award the 2026 Tree Trimming contract to Advanced Tree Care in the amount not to exceed \$25,000.

**Attachments:**

- Resolution Awarding the Contract
- Proposed 1 year Contract and Bid Tab

**VILLAGE OF KENILWORTH  
RESOLUTION NO. 2026-\_\_**

**A RESOLUTION AUTHORIZING THE USE OF THE MUNICIPAL PARTNERING INITIATIVE (MPI)  
CONTRACTUAL PRICING PURSUANT TO GOVERNMENT JOINT PURCHASING ACT, 30 ILCS  
525/0.01, ET. SEQ., WITH ADVANCED TREE CARE FOR THE 2026 TREE TRIMMING PROGRAM  
IN THE AMOUNT OF \$25,000**

**WHEREAS**, the Village of Kenilworth ("Village") is a non-home rule municipality located in Cook County, Illinois; and

**WHEREAS**, the Village is responsible for maintaining parkway tree health care; and

**WHEREAS**, the Village is interested in seeking tree trimming services; and

**WHEREAS**, the Village purchasing manual requires a formal bidding process and Village Board approval for projects over \$20,000; and

**WHEREAS**, the Village of Glenview solicited sealed bids for tree trimming in 2025 through the Municipal Partnering Initiative on behalf of several villages, including the Village of Kenilworth; and

**WHEREAS**, the sealed bid process conducted by the Village of Glenview substantially meets the requirements of the Village of Kenilworth Purchasing Manual; and

**WHEREAS**, Advanced Tree Care past performance in the Village had met or exceeded expectations; and

**WHEREAS**, Village Staff have reviewed the bid and recommend that Advanced Tree Care Services is determined to be the low and responsible bidder; and

**WHEREAS**, the Village fiscal year 2026 budget includes the funding necessary to compensate the vendor for the selected work; and

**WHEREAS**, The Village of Kenilworth ("Village") and Advanced Tree Care ("Contractor") desire to enter into a contract for the 2026 Tree Trimming Program; and

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

**Section 1.** Recitals. The foregoing recitals are incorporated in and made a part of this Resolution by this reference.

**Section 2.** Acceptance of Sealed Bids. The sealed bid process conducted by the Village of Glenview was in substantial compliance with the Village Purchasing Manual.

**Section 3.** Award of Contract. The contract for the 2026 Tree Trimming program is hereby awarded to Advanced Tree Care in a form substantially similar to the contract for which will be made available upon request.

**Section 4. Execution of Contract.** The Village Manager is hereby authorized and directed to execute, on behalf of the Village, a contract with Advanced Tree Care for the 2026 Tree Trimming program. If an executed copy of the agreement is not signed by both parties within 60 days after the effective date of this Resolution, then the Village has the right but not the obligation to cancel the contract.

Passed this 20<sup>th</sup> day of January 2026.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this 20<sup>th</sup> day of January 2026.

---

Cecily Kaz  
Village President

Attest:

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Michael Gagnon  
Village Clerk

**VILLAGE OF KENILWORTH**  
**CONTRACT/PROPOSAL FOR**

2026 Tree Trimming

Full Name of Bidder       Advanced Tree Care Inc.  
Principal Office Address   600 Industrial Dr. Lincolnshire, IL 60069  
Contact Person             Mike Bramucci, President 847-587-8500

TO:     Village of Kenilworth (“Owner”)  
          419 Richmond Road  
          Kenilworth, Illinois 60043

Attention: **Katarzyna Thake**  
              **Village Manager**

*Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. None which are securely stapled to the end of this Contract/Proposal.*

1. **Work Proposal**

A. **Contract and Work.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall, at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract/Proposal and Owner's written notification of acceptance in the form included in this bound set of documents, all of the following, all of which is herein referred to as the “Work”:

1. **Labor, Equipment, Materials and Supplies.** Provide, perform, and complete, in the manner specified and described in this Contract/Proposal, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for the project consisting of trimming parkway trees at various locations within the Village.

2. **Permits.** Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith;

3. **Bonds and Insurance.** Procure and furnish all bonds and all insurance certificates specified in this Contract/Proposal;

4. **Taxes.** Pay all applicable federal, state, and local taxes;

5. **Miscellaneous.** Do all other things required of Bidder by this Contract/Proposal; and

6. **Quality.** Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and construction practices, in full compliance with, and as required by or pursuant, to this Contract/Proposal, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged, and first quality equipment, materials, and supplies.

B. **Performance Standards.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that all Work shall be fully provided, performed, and completed in accordance with the *Attachment A*

C. **Responsibility for Damage or Loss.** If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall be responsible and liable for, and shall promptly and without charge to Owner repair or replace, damage done to, and any loss or injury suffered by, Owner, the Work, the Work Site, or other property or persons as a result of the Work.

D. Inspection/Testing/Rejection. Owner shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in Owner's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract/Proposal and Owner, without limiting its other rights or remedies, may require correction or replacement at Bidder's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Bidder with any excess cost incurred thereby, or cancel all or any part of any order or this Contract/Proposal. Work so rejected may be returned or held at Bidder's expense and risk.

## 2. Contract Price Proposal

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth below.

### A. SCHEDULE OF PRICES

For providing, performing, and completing all Work, the SEE ATTACHMENT "B" BID TABULATION

TOTAL CONTRACT PRICE (in writing): TWENTY FIVE THOUSAND Dollars and ZERO Cents  
TOTAL CONTRACT PRICE (in figures): \$25,000 Dollars and 00 Cents

### B. BASIS FOR DETERMINING PRICES

It is expressly understood and agreed that:

1. All prices stated in the Schedule of Prices are firm and shall not be subject to escalation or change;
2. Owner is not subject to state or local sales, use, and excise taxes, that no such taxes are included in the Schedule of Prices, and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released;
3. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work are included in the Schedule of Price SEE ATTACHMENT "B" BID TABULATION
4. The approximate quantities set forth in the Schedule of Prices for each Unit Price Item are Owner's estimate only, that Owner reserves the right to increase or decrease such quantities, that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item installed complete in place in full compliance with this Contract/Proposal, and that all claim or right to dispute or complain of any such estimated quantity, or to assert that there was

any misunderstanding in regard to the nature or amount of any Unit Price Item to be provided or performed, is hereby waived and released.

## C. TIME OF PAYMENT

It is expressly understood and agreed that all payments shall be made in accordance with the following schedule: Within 45 days of receipt of invoice. All payments may be subject to deduction or setoff by reason of any failure of Bidder to perform under this Contract/Proposal. Each payment shall include Bidder's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and Bidder's certification that all prior payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

## 3. Contract Time Proposal

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall commence the Work within 10 days following Owner's acceptance of this Contract/Proposal provided Bidder shall have furnished to Owner all bonds and all insurance certificates specified in this Contract/Proposal (the "Commencement Date"). If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall perform the Work diligently and continuously.

## 4. Financial Assurance

A. Insurance. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall provide certificates of insurance evidencing the minimum insurance coverages and limits set forth below within 10 days following Owner's acceptance of this Contract/Proposal. Such policies shall be in form, and from companies, acceptable to Owner. The insurance coverages and limits set forth below shall be deemed to be minimum coverages and limits and shall not be construed in any way as a limitation on Bidder's duty to carry adequate insurance or on Bidder's liability for losses or damages under this Contract/Proposal. The minimum insurance coverages and limits that shall be maintained at all times while providing, performing, or completing the Work are as follows:

### 1. Workers' Compensation and Employer's Liability

Limits shall not be less than:

Worker's Compensation: Statutory

Employer's Liability: \$500,000 ea. accident-injury  
\$500,000 ea. employee-disease  
\$500,000 disease-policy

Such insurance shall evidence that coverage applies to the State of Illinois.

2. Comprehensive Motor Vehicle Liability

Limits for vehicles owned, non-owned or rented shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit

3. Comprehensive General Liability

Limits shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit.

Coverage is to be written on an "occurrence" basis.

Coverage to include:

- Premises Operations
- Products/Completed Operations
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement
- "X," "C," and "U"
- Contractual Liability

Contractual Liability coverage shall specifically include the indemnification set forth below.

4. Umbrella Liability

Limits shall not be less than:

\$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

This Policy shall apply in excess of the limits stated in 1, 2, and 3 above.

C. Indemnification. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall indemnify, save harmless, and defend Owner against all damages, liability, claims, losses, and expenses (including attorneys' fee) that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof, or any failure to meet the representations and warranties set forth in Section 6 of this Contract/Proposal.

D. Penalties. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof.

5. Firm Proposal

All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation, or change provided Owner accepts this Contract/Proposal within 45 days after the date this sealed Contract/Proposal is opened.

6. Bidder's Representations and Warranties

In order to induce Owner to accept this Contract/Proposal, Bidder hereby represents and warrants as follows:

A. The Work. The Work, and all of its components, shall be of merchantable quality; shall be free from any latent or patent defects and flaws in workmanship, materials, and design; shall strictly conform to the requirements of this Contract/Proposal, including, without limitation, the performance standards set forth in Subsection 1B of this Contract/Proposal; and shall be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Contract/Proposal and the warranties expressed herein shall be in addition to any other warranties expressed or implied by law, which are hereby reserved unto Owner.

B. Compliance with Laws. The Work, and all of its components, shall be provided, performed, and completed in compliance with, and Bidder agrees to be bound by, all applicable federal, state, and local laws, orders, rules, and regulations, as they may be modified or amended from time to time, including without limitation *the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (in furtherance of which, a copy of Owner's ordinance ascertaining the prevailing rate of wages, in effect as of the date of this Contract/Proposal, has been attached as an Appendix to this Contract/Proposal; if the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate shall apply to this Contract/Proposal prevailing wage laws; any statutes requiring preference to laborers of specified classes; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification; and any statutes regarding safety or the performance of the Work.*

C. Not Barred. Bidder is not barred by law from contracting with Owner or with any other unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Bidder is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33 of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq. Bidder is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity or nation designated in Presidential Executive Order

13224 as a person who commits, threatens to commit, or supports terrorism; and Bidder is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity or nation.

D. Patriot Act Compliance. The Contractor represents and warrants to the Owner that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the Owner that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Contractor hereby agrees to defend, indemnify and hold harmless the Owner, its Board of Trustees, and all Owner appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representations and warranties.

E. Qualified. Bidder has the requisite experience, ability, capital, facilities, plant, organization, and staff to enable Bidder to perform the Work successfully and promptly and to commence and complete the Work within the Contract Price and Contract Time Proposals set forth above.

## 7. Acknowledgements

In submitting this Contract/Proposal, Bidder acknowledges and agrees that:

A. Reliance. Owner is relying on all warranties, representations, and statements made by Bidder in this Contract/Proposal.

B. Reservation of Rights. Owner reserves the right to reject any and all proposals, reserves the right to reject the low price proposal, and reserves such other rights as are set forth in the Instructions to Bidders.

C. Acceptance. If this Contract/Proposal is accepted, Bidder shall be bound by each and every term, condition, or provision contained in this Contract/Proposal and in Owner's written notification of acceptance in the form included in this bound set of documents.

D. Remedies. Each of the rights and remedies reserved to Owner in this Contract/Proposal shall be cumulative and additional to any other or further remedies provided in law or equity or in this Contract/Proposal.

E. Time. Time is of the essence of this Contract/Proposal and, except where stated otherwise, references in this Contract/Proposal to days shall be construed to refer to calendar days.

F. No Waiver. No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, whether before or after Owner's acceptance of this Contract/Proposal; nor any information or data supplied by Owner, whether before or after Owner's acceptance of this Contract/Proposal; nor any order by Owner for the payment of money; nor any payment for, or use, possession, or acceptance of, the whole or any part of the Work by Owner; nor any extension of time granted by Owner; nor any delay by Owner in exercising any right under this Contract/Proposal; nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, or nonconforming Work, nor operate to waive or otherwise diminish the effect of any representation or warranty made by Bidder; or of any requirement or provision of this Contract/Proposal; or of any remedy, power, or right of Owner.

G. Severability. The provisions of this Contract/Proposal shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract/Proposal shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract/Proposal shall be in any way affected thereby.

H. Amendments. No modification, addition, deletion, revision, alteration, or other change to this Contract/Proposal shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Bidder.

I. Assignment. Neither this Contract/Proposal, nor any interest herein, shall be assigned or subcontracted, in whole or in part, by Bidder except upon the prior written consent of Owner.

J. Governing Law. This Contract/Proposal, and the rights of the parties under this Contract/Proposal shall be interpreted according to the internal laws, but not the conflict of law rules, of the State of Illinois.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Bidder's Status: (X) Illinois Corporation ( ) \_\_\_\_\_ Partnership ( ) Individual Proprietor  
(State) (State)

Bidder's Name: ADVANCED TREE CARE, INC

Doing Business As (if different): \_\_\_\_\_

Signature of Bidder or Authorized Agent: \_\_\_\_\_

(corporate seal)  
(if corporation)

Printed Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Bidder's Business Address: 600 Industrial Dr. Lincolnshire, IL 60069

Bidder's Business Telephone: 847-587-8500 Facsimile: 847-973-9484

If a Corporation or Partnership, list all Officers or Partners:

NAME	TITLE	ADDRESS

**ACCEPTANCE**

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the order of the Village of Kenilworth ("Owner") this \_\_\_\_ day of \_\_\_\_\_ 2026.

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the accomplishment of the Work and the compensation therefor and supersedes and merges any other prior or contemporaneous discussions, agreements, or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgement, invoice, or other standard form used by the parties in the performance of the Contract/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by Owner without further notice of objection and shall be of no effect nor in any circumstances binding upon Owner unless accepted by Owner in a written document plainly labeled "Amendment to Contract/Proposal." Acceptance or rejection by Owner of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

**VILLAGE OF KENILWORTH**

By: \_\_\_\_\_  
***Katarzyna Thake***  
***Village Manager***





Village of Glenview  
2500 East Lake Ave  
Glenview, IL 60026

**SUBMISSION INFORMATION**

REQUEST FOR BIDS: #250040  
 BID OPENING DATE: October 24, 2025  
 TIME: 2:00 P.M. Local Time  
 LOCATION: Teams

COPIES: One (1) original electronic PDF

**REQUEST FOR BID INFORMATION**

Company Name: Advanced Tree Care  
 Address: 600 Industrial Dr  
 City, State, Zip Code: Lincolnshire, IL, 60069

**BID PRICING TABLE**

**GROUP A – TREE AND STUMP REMOVAL**

TREE REMOVAL (AS SPECIFIED IN GROUP A – TREE REMOVAL SERVICES)

Service	Tree Diameter (dbh) Classes	Estimated # of Trees per year	Estimated Total Diameter (in inches)	Unit Price per inch*	Extended Annual Total
Annual Routine Tree Removal Service	1-11"	120	633	\$ 9.00	\$ 5,697
	12-18"	80	1,469	\$ 12.00	\$ 17,628
	19-26"	40	890	\$ 17.00	\$ 15,130
	27-36"	15	435	\$ 21.00	\$ 9,135
	36"+	5	215	\$ 25.00	\$ 5,375
As-needed Tree Removal Service	1-11"	64	337	\$ 9.00	\$ 3,033
	12-18"	80	1,175	\$ 13.00	\$ 15,275
	19-26"	20	445	\$ 20.00	\$ 8,900
	27-36"	9	261	\$ 28.00	\$ 7,308
	36"+	2	86	\$ 30.00	\$ 2,580
<b>TOTAL TREE REMOVAL</b>					<b>\$ 90,061</b>

\* Unit Prices include all labor, equipment, and materials cost.

EMERGENCY SERVICES FOR TREE REMOVAL (AS SPECIFIED IN GROUP A – TREE AND STUMP REMOVAL SERVICES)

Time	Unit Price per Crew-Hour*
During Normal Working Hours	\$ 85.00 Per man
Outside Normal Working Hours	\$ 150.00 Per man

\*Crew-hour rate shall include all labor, equipment, and materials cost.

STUMP REMOVALS (AS SPECIFIED IN GROUP A – TREE AND STUMP REMOVAL SERVICES)

Service	Tree Diameter (dbh) Classes	Estimated # of Trees per year	Estimated Total Diameter (in inches)	Unit Price per inch*	Extended Annual Total
Annual routine stump removal service	1-11"	180	949	\$4.00	\$3,796
	12-18"	130	1,902	\$4.00	\$7,608
	19-26"	50	1,136	\$6.00	\$6,816
	27-36"	15	459	\$6.00	\$2,754
	36"+	5	212	\$6.00	\$1,272
As-needed Stump Removal Service	1-11"	100	527	\$6.00	\$3,162
	12-18"	90	1,316	\$6.00	\$7,896
	19-26"	25	568	\$7.00	\$3,976
	27-36"	15	459	\$7.00	\$3,213
	36"+	5	212	\$7.00	\$1,484
<b>TOTAL STUMP REMOVAL</b>					<b>\$41,977</b>

\*Unit Prices include all labor, equipment, and materials cost.

EMERGENCY SERVICES FOR STUMP REMOVAL (AS SPECIFIED IN GROUP A – TREE AND STUMP REMOVAL SERVICES)

Time	Unit Price per Crew-Hour*
During Normal Working Hours	\$ 85.00 Per man
Outside Normal Working Hours	\$ 150.00 Per man

\*Crew-hour rate shall include all labor, equipment, and materials cost.

**GROUP B – TREE TRIMMING AND TREE ASSESSMENT/ANNUAL SURVEY (AS SPECIFIED IN GROUP B – TREE TRIMMING AND ASSESSMENT/ANNUAL SURVEY)**

**TREE TRIMMING**

Service	Tree Diameter (dbh) Classes	Estimated # of Trees per year	Estimated Total Diameter (in inches)	Unit Price per inch*	Extended Annual Total
Annual Routine Tree Trimming	1-7	500	1,600	\$2.00	\$3,200
	8-15	500	5,000	\$2.50	\$12,500
	15+	400	6,000	\$3.50	\$21,000
As-needed Tree Trimming Request	1-7	250	800	\$2.00	\$1,600
	8-15	250	2,500	\$4.00	\$10,000
	15+	200	3,000	\$4.80	\$14,400
<b>TOTAL TREE TRIMMING</b>					<b>\$62,700</b>

\*Unit Prices include all labor, equipment, and materials cost.

**EMERGENCY SERVICES FOR TREE TRIMMING FROM**

Time	Unit Price per Crew-Hour*
During Normal Working Hours	\$85.00 Per man
Outside Normal Working Hours	\$150.00 Per man

\*Crew-hour rate shall include all labor, equipment, and materials cost.

**TREE ASSESSMENT/ANNUAL SURVEY**

Service	Estimated Hours	Unit Price	Total
Labor per working hour for the assessment of the pre-designated section	320	\$75.00 per man	\$24,000

<p><b>TOTAL OF BASE BIDS (GROUPS A + B) FOR ONE CONTRACT YEAR</b></p> <p><i>This total shall include the total cost to provide Tree and Stump Removal as well as the Tree Trimming and Tree Surveying. Altogether, these services make up "Tree Maintenance Services."</i></p>	<p><b>\$194,738.00</b></p>
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**ALTERNATE, GROUP C – BUCKTHORN REMOVAL AND ASSOCIATED SERVICES (AS SPECIFIED IN ALTERNATE, GROUP C – BUCKTHORN REMOVAL AND ASSOCIATED SERVICES)**

**BUCKTHORN REMOVAL**

Service Description	Unit	Estimated Quantity	Unit Price	Extended Annual Total
<b>Light Density</b> Buckthorn Removal	Per square foot	10,000	\$ 1.80	\$ 18,000
<b>Moderate Density</b> Buckthorn Removal	Per square foot	5,000	\$ 2.80	\$ 14,000
<b>Heavy Density</b> Buckthorn Removal	Per square foot	2,000	\$ 4.50	\$ 9,000
Follow-up spot removal and hand work	Per hour	40 hours	\$ 85.00	\$ 3,400
Hauling and disposal of debris	Per hour/yard	Per CY	\$ 95.00	\$ 95.00
Restoration OR Replanting of affected area*	Per hour	Per CY	\$ 95.00	\$ 95.00
OPTIONAL: Chemical Stump Treatment OR Stump Grinding	Per hour	20 hours	\$ 95.00	\$ 1,900
<b>TOTAL BUCKTHORN REMOVAL</b>				<b>\$46,490</b>

*\*Contractor will convene with Village representative to determine most effective replacement plant or method of restoration.*

<p><b>TOTAL OF <u>ALL</u> BID GROUPS (GROUPS A + B + C) FOR ONE CONTRACT YEAR</b></p> <p><i>This total shall include the total cost to provide Tree and Stump Removal as well as the Tree Trimming and Tree Surveying, <u>INCLUDING</u> the total cost for requested Buckthorn Removal.</i></p>	<p><b>\$ 241,228.00</b></p>
---	-----------------------------

**DISCOUNTS - ANNUAL DISCOUNT IF ALLOWED TO STORE EQUIPMENT ON-SITE**

Municipality	Will Municipality allow storage of equipment overnight at their facility?	Will Contractor utilize space at Municipality's facility to store equipment overnight? (Please check)	Annual Discount
Village of Glenview	Yes	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>0</u> %

NUMBER OF CERTIFIED ARBORISTS:

6

ALONG WITH THE PRICING, PLEASE PROVIDE ANY RELAVANT INFORMATION RELATED TO YOUR STAFF TRAINING OVERSIGHT PLAN TO ENSURE THAT STAFF COMPLETING THE WORK ARE QUALIFIED.

Advanced Tree Care Inc. Staff training program. See attached images. At Advanced Tree Care Inc, we prioritize safety, professionalism, and continued education for all our team members. Our staff training program ensures every employee is properly trained through a combination of ISA(International Society of Arboriculture)-provided training videos and literature, covering the latest industry standards and best practices. In Addition, monthly in-house training sessions are held in ATC's dedicated training classroom where employees receive hands-on intruction, skill refreshners and safety updates. This ongoing commitment to education ensures our team operates at the highest level of safety, efficiency, and arboricultural expertise.

PROMPT PAYMENT DISCOUNT: 2 % 10 DAYS

The bidder hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto.

Any and all exceptions to these specifications MUST be clearly and completely indicated on the bid sheet. Attach additional pages if necessary. NOTE TO BIDDERS: Please be advised that any exceptions to these specifications may cause your bid to be disqualified. Submit bids electronically through DemandStar ONLY. Any bid not submitted electronically via DemandStar may be rejected as non-responsive.

THE SECTION BELOW MUST BE COMPLETED IN FULL AND SIGNED

PROMPT PAYMENT DISCOUNT: 2 % 10 DAYS

The undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto. Failure to have read all the provisions of this solicitation shall not be cause to alter any resulting contract or to accept any request for additional compensation. By signing this bid document, the bidder hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

Authorized Signature: [Signature] Company Name: Advanced Tree Care
Typed/Printed Name: Mike Bramucci Date: 10/24/2025
Title: President Telephone Number: 847-587-8500
E-mail: city@advanced-treecare.com Fax Number: 847-973-9484



## Request for Board Action

**Agenda Item:** V.A.2

**Considered By:**  
Village Board

**Date:**  
01/20/26

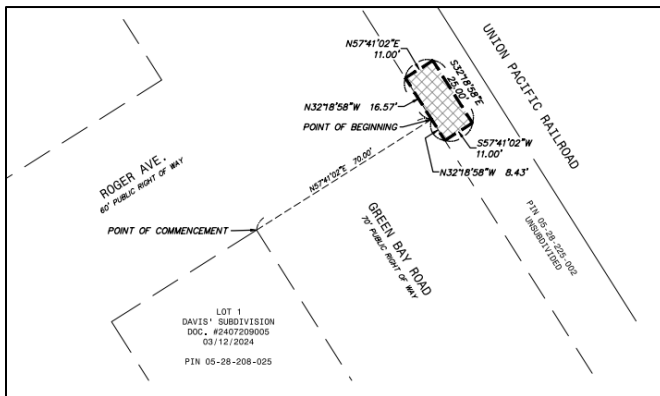
**Staff Contact:** Donny Leicht, Public Works Superintendent  
Jordan Schmidt, Management Analyst

**Subject:** Resolution Authorizing Execution of an Easement Agreement with Commonwealth Edison for a Relocated Vault Near 604 Green Bay Road

**Summary:** As part of preparing the drop chamber for a shovel ready project at 604 Green Bay Road, an electrical vault maintained by Commonwealth Edison (ComEd) requires relocation. The work includes relocating an underground cable around an existing manhole, and vault removal. ComEd is ready to proceed with the work but requires an easement agreement to formalize access to our property. The Village Attorney has reviewed the agreement and finds it acceptable. It is recommended the Village Board review and approve the Easement Agreement.

**Background of Matter:** In March 2024, the Village entered into a Purchase and Sale Agreement for 604 Green Bay Road. At that time, it was determined that the Metropolitan Water Reclamation District (MWRD) owned a drop chamber and other appurtenances that were located diagonally across the property. In order to build upon the property, it was determined to be in the best interest to have the existing drop chamber and structures abandoned, removed and relocated in the right-of-way and/or easement located along Green Bay Road and Roger Avenue.

The Village contracted with Ciorba Group to complete the design work for the drop chamber relocation. During the design work, it was discovered that ComEd had an electrical vault in the area that conflicted with the drop chamber work. To get the project shovel ready, ComEd would need to relocate an underground cable, and remove the existing vault.



ComEd is ready to proceed with the relocation work but requires an easement agreement to formalize access to our property. The Village Attorney has reviewed the agreement and finds it acceptable. To allow ComEd to proceed with the work, it is recommended the Board approve the Easement Agreement.

**Financial Impact:** No direct financial impact is anticipated as a result of granting the easement.

**Recommendation:** It is recommended that the Village Board approve the Easement Agreement with Commonwealth Edison.

**Attachments:**

- [Resolution; and Grant of Easement](#)

**VILLAGE OF KENILWORTH  
RESOLUTION NO. 2026-XX**

**A RESOLUTION AUTHORIZING THE EXECUTION OF A GRANT OF EASEMENT BETWEEN  
THE VILLAGE OF KENILWORTH AND COMMONWEALTH EDISON**

**WHEREAS**, the Village of Kenilworth (“Village”) is the record owner of the property commonly known as 400 Green Bay Raod, Kenilworth, Illinois, Permanent Index Number 05-28-225-002 (“Subject Property”), which is located within the corporate limits of the Village; and

**WHEREAS**, Commonwealth Edison (“ComEd”) maintains and operates underground electrical utilities within the Village limits; and

**WHEREAS**, the Village seeks to have ComEd relocate their existing utilities at 604 Green Bay Road, Kenilworth, Illinois for the purpose of completing an infrastructure project; and

**WHEREAS**, ComEd has requested that the Village grant to ComEd an easement over a portion of the Subject Property for the purpose of constructing, operating, repairing, maintaining, modifying, reconstructing, replacing, supplementing, relocating, and removing, from time to time, poles, guys, anchors, wires, cables, fiber, conduits, manholes, transformers, pedestals, splice boxes, or other facilities used in connection with overheads and underground transmission and distribution of electricity, communications, sounds and signals (collectively, the “Facilities”), together with right of access to the same and the right, from time to time, to trim or remove trees, bushes, roots and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to the grant herin given, in, over, under, across, along and upon the surface of the Subject Property; and

**WHEREAS**, the Village desires to grant the requested easement to ComEd, and the Village is vested with the authority to authorize such grant of easement for the purposes stated therein; and

**WHEREAS**, ComEd has presented to the Village a “Grant of Easement” which sets forth the mutual understandings and agreement of the parties thereto, a copy of which is attached hereto as “Exhibit A”; and

**WHEREAS**, the Village has determined that is is in the best interest of the Village and its residents to that said Grant of Easement be executed;

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

**Section 1. Recitals.** The foregoing recitals are incorporated into and made a part of this Resolution by this reference.

**Section 2. Acceptance of Terms and Conditions.** The Village President and Board of Trustees hereby agree to the terms and conditions set forth in the Grant of Easement in the form as substantially shown as Exhibit A.

**Section 3. Execution of Easement Agreement.** The Village President and the Deputy Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the easement agreement substantially in the form as shown as Exhibit A herein.

Passed this 20th day of January, 2026.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this 20<sup>th</sup> day of January, 2026.

---

Cecily Kaz  
Village President

Attest:

---

Michael Gagnon  
Village Clerk

**EXHIBIT A**

**GRANT OF EASEMENT**

**GRANT OF EASEMENT**

**Village of Kenilworth, Illinois**, an Illinois municipal corporation ("Grantor"), in consideration of the sum of One Dollar and other valuable consideration, receipt of which is hereby acknowledged, hereby grant(s) and conveys to **COMMONWEALTH EDISON COMPANY**, an Illinois Corporation, (together with its licensees, successors and assigns, collectively, "Grantee"), an easement to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, guys, anchors, wires, cables, fiber, conduits, manholes, transformers, pedestals, splice boxes, or other facilities used in connection with overhead and underground transmission and distribution of electricity, communications, sounds and signals (collectively, the "Facilities"), together with right of access to the same and the right, from time to time, to trim or remove trees, bushes, roots and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to the grant herein given, in, over, under, across, along and upon the surface of property situated in Section 28, Township 42 North, Range 13 East of the Third Principal Meridian in Cook County, Illinois (the "Property"), further described below:

**An Easement as legally described on the Exhibit "A" and as depicted on the Exhibit "B", both Exhibits attached hereto and made a part hereof.**

**PROPERTY ADDRESS: 400 Green Bay Road, Kenilworth, IL 60043  
P.I.N. 05-28-225-002**

Obstructions shall not be placed over the Facilities or in, upon or over the Easement Area without prior written consent of Grantee. After installation of any Facilities, the grade of the Property shall not be altered in a manner so as to interfere with the operation and maintenance thereof. After completing any work authorized by this Agreement, including, installing or maintaining the Facilities, Grantee shall make reasonable efforts to restore the Easement Area to the condition as close as reasonably and practicably possible to the condition that existed immediately prior to undertaking such work, reasonable wear and tear excepted.

**This instrument prepared by and when recorded, return to Christopher Brown, 1701 Golf Rd. Suite 1-700, Rolling Meadows, Illinois 60008, on behalf of Commonwealth Edison Company.**

**Complete the Appropriate Acknowledgments on Following Page Hereof**

The Grantor represents and warrants to the Grantees that Grantor is the true and lawful owner of the Property and has full right and power to grant and convey the rights conveyed herein.

The Easement is binding upon and shall inure to the benefits of the heirs, successors, assigns, and licensees of the parties hereto.

IN WITNESS WHEREOF, the Grantor, **Village of Kenilworth, Illinois**, has caused this instrument to be executed on its behalf this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

State Of \_\_\_\_\_  
County Of \_\_\_\_\_

I, the undersigned, a Notary Public in and for the said County and State aforesaid, do hereby certify that \_\_\_\_\_, known to be the \_\_\_\_\_ of Village of Kenilworth, Illinois, personally known to me to be the same persons whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as their own free and voluntary act and as the free and voluntary act of said Village, for the uses and purposes therein set forth.

GIVEN under my hand and NOTARIAL SEAL this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

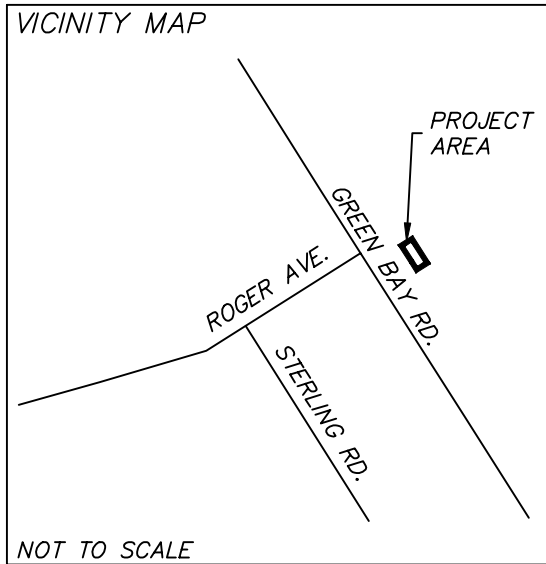
\_\_\_\_\_  
Notary Public

**Exhibit "A"**

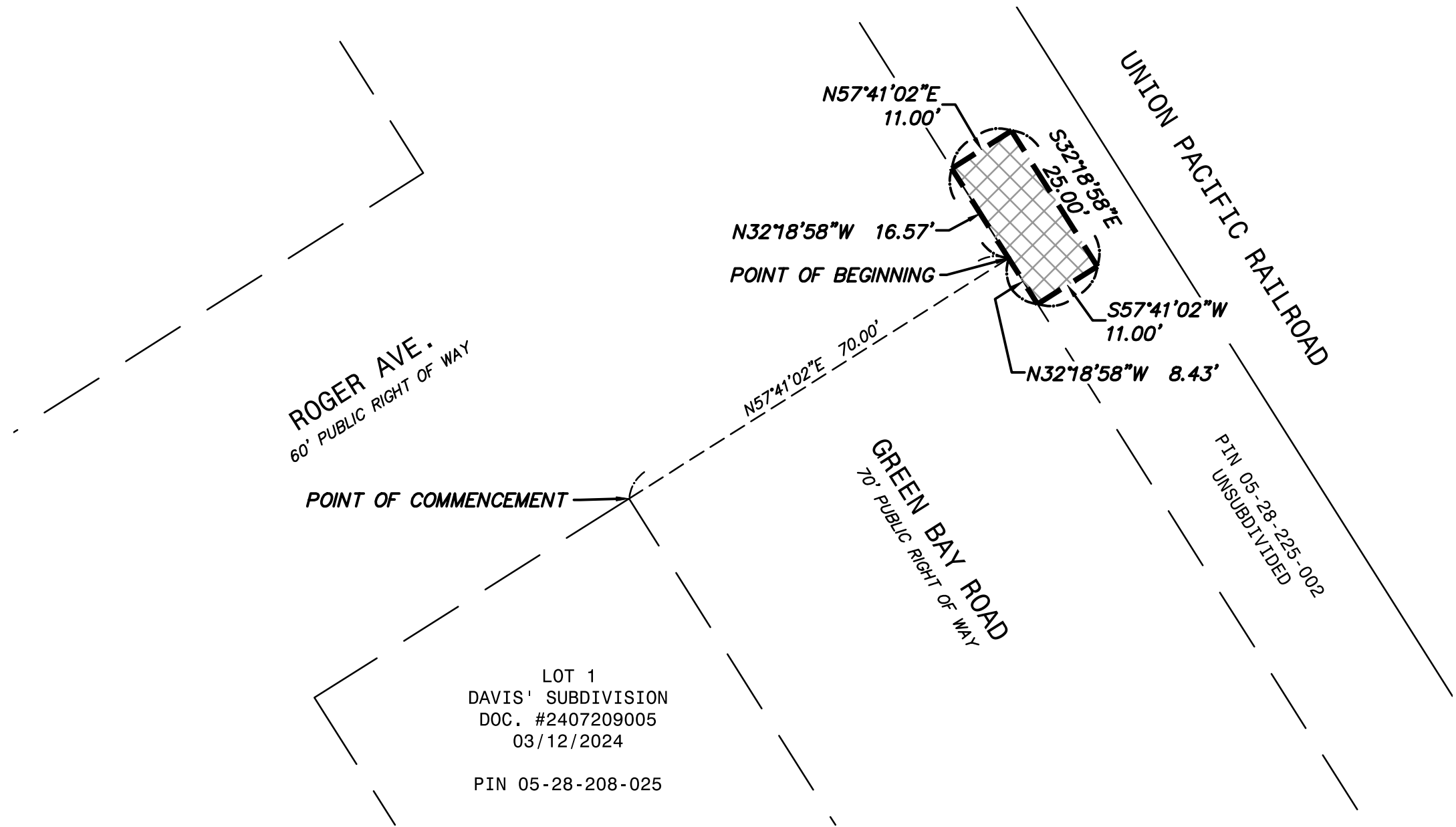
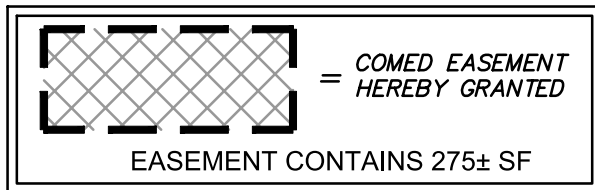
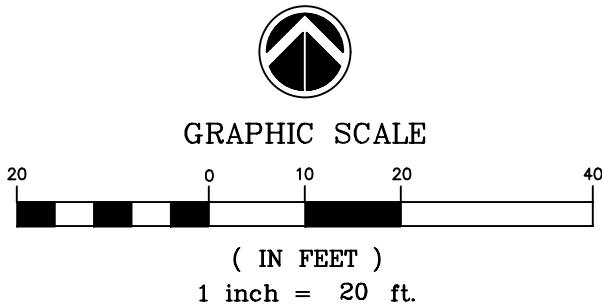
An easement over part of the Northeast Quarter of Section 28, Township 42 North, Range 13 East of the Third Principal Meridian described as follows:

Commencing at the most Northerly corner of Lot 1 in Davis' Subdivision, according to the plat thereof recorded March 12, 2024 as Document No. 2407209005; thence perpendicular to the Easterly line of said Lot 1 North 57 degrees 41 minutes 02 seconds East, 70.00 feet to the Easterly line of Green Bay Road and the Point of Beginning; thence North 32 degrees 18 minutes 58 seconds West along said Easterly line, 16.57 feet; thence North 57 degrees 41 minutes 02 seconds East, 11.00 feet; thence South 32 degrees 18 minutes 58 seconds East, 25.00 feet; thence South 57 degrees 41 minutes 02 seconds West, 11.00 feet to said Easterly line of Green Bay Road; thence North 32 degrees 18 minutes 58 seconds West along said Easterly line, 8.43 feet to the Point of Beginning, all in Cook County, Illinois.

**PERMANENT TAX NUMBER(S): 05-28-225-002**



# EXHIBIT B



**NOTES:**

- \* This map was created for use as an Easement Exhibit.
- \* This IS NOT a Plat of Survey. No assumptions or agreements as to ownership, use, or possession can be conveyed from this document.
- \* No underground utilities were located.
- \* No distance should be assumed by scaling.
- \* Bearings based on ISPC East Zone NAD83(2011)
- \* Right of Way (ROW) and easement lines shown hereon are per recorded subdivision plats provided by ComEd, found monuments and CAD files provided to HR Green on 11/05/2025.

DATED AT MCHENRY, ILLINOIS ON NOVEMBER 21, 2025.

**LEGEND**

PARCEL LINE	_____
RIGHT OF WAY LINE	_____
SECTION LINE	-----
EASEMENT LINE	-----

*John Boline*

JOHN BOLINE, PLS  
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3756  
LICENSE EXPIRES: NOVEMBER 30, 2026  
EMAIL: JBOLINE@HRGREEN.COM



PREPARED BY:  
**HRGreen**  
ILLINOIS PROFESSIONAL DESIGN FIRM  
#184-001322  
1391 CORPORATE DRIVE, SUITE 203  
MCHENRY, IL 60050-7040  
t. 815.385.1778 f. 815.385.1781  
www.HRGREEN.com

REVISIONS	
NO.	DATE

APPROVED BY: JB	EASEMENT EXHIBIT			
CHECKED BY: MD	400 GREEN BAY ROAD - KENILWORTH, IL			
OFFICE:	FIELD: N/A	CAD: JB	CONTRACTOR NO.: 2500357.328	COMED ORDER NO.: 20058763
DWG. NO.:	ELECTRONIC DWG. FILE: 2500357.328_Easement	DATE: 11/21/25	SCALE: 1" = 20'	SHEET NO. 1 OF 1



## Request for Board Action

**Agenda Item:** V.B.3

**Considered By:**  
Village Board

**Date:**  
01/20/26

**Staff Contact:** Jordan Schmidt, Management Analyst

**Subject:** Presentation and a Resolution to Accept Planning Technical Assistance Services  
Delivered by the Chicago Metropolitan Agency for Planning

**Summary:** In 2025, the Village applied for and was awarded a technical assistance grant from the Chicago Metropolitan Agency for Planning (CMAP). The purpose of the grant is to assist the Village in the development of a comprehensive capital improvement plan (CIP). As part of the agreement CMAP will assign an engineering firm to partner with the Village to complete the CIP. To participate in the program, the Village is required to contribute \$8,000, which was budgeted for in the FY 2026 Budget. It is recommended the Board authorize execution of the Intergovernmental Agreement with CMAP.

**Background of Matter:** On an annual basis, CMAP solicits applications for technical assistance grants to assist municipalities in the development of key programs. In 2025, the Village applied for and was awarded a grant to assist the Village in the development of a comprehensive CIP. To participate in the program, the Village is required to contribute \$8,000, which was budgeted for in the FY 2026 Budget.

As part of the grant, CMAP will select an engineering firm to work with the Village on the development of a multi-year CIP. The project will include the following items:

- Establishment of capital asset inventories
- Introduction of a standardized tool & process to inventory assets and rate their condition
- Introduction of a standardized tool and process to internally propose capital projects
- Establishment of criteria for evaluation of potential capital projects
- Professional advisement on budgeting for capital projects
- Community engagement to understand resident and stakeholders' capital project needs
- Facilitation of capacity-building training for municipal officials and staff

Since the Village already has processes in place for several of these items, the project will lend an opportunity for an outside party to review and provide recommendations on improving our processes. In connection with the planned water rate study for 2026, the project also offers an excellent opportunity to receive professional assistance in reviewing funding for upcoming significant capital projects such as water main replacements, lead service line replacements, and road reconstruction projects. The project is anticipated to take 24 months from start to completion. As part of the project, staff will bring reoccurring status updates to the Public Works Committee. Additionally, anytime significant decisions need to be made on the path of the project, staff will seek Public Works Committee input.

**Financial Impact:** The Village has adequate funding in the FY 2026 Budget to enter into the Intergovernmental Agreement.

Total Contract Amount	\$8,000
Budget Amount (FY26)	\$8,000
Variance:	\$0 – On Budget
GL Number:	Capital Fund: 27-400-5322

**Recommendation:** It is recommended that the Village Board review and approve a Resolution Approving the Intergovernmental Agreement Between the Village of Kenilworth and CMAP to accept planning technical assistance services.

**Attachments:**

- [Resolution Accepting Planning Technical Assistance Services from the Chicago Metropolitan Agency for Planning](#)
- [Intergovernmental Agreement](#)

**VILLAGE OF KENILWORTH**

**RESOLUTION NO. 2026-\_\_**

**A RESOLUTION TO ACCEPT PLANNING TECHNICAL ASSISTANCE SERVICES  
DELIVERED BY THE CHICAGO METROPOLITAN AGENCY FOR PLANNING**

**WHEREAS**, the Village of Kenilworth (“Village”) has applied for technical assistance services through the Chicago Metropolitan Agency for Planning (“CMAP”), for the Kenilworth Capital Improvement Plan (CIP) project; and

**WHEREAS**, the Village’s request for such assistance has been recommended by CMAP as a priority project; and

**WHEREAS**, CMAP adopted the ON TO 2050 Plan as the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties, and is providing technical assistance as a means of advancing the plan’s implementation and CMAP priorities; and

**WHEREAS**, pursuant to the provisions of the IGA, the Village agrees to pay CMAP the local financial contribution in the amount of \$8,000; and

**WHEREAS**, the Village accepts the offer of staff assistance services by CMAP and recognizes that these services are provided for the purpose of advancing the implementation of ON TO 2050 and other CMAP priorities; and

**WHEREAS**, the Village recognizes that provisions that govern the administration of technical assistance services, and, if necessary, the discontinuance of such services, are included in the IGA. and

**WHEREAS**, the Village and CMAP have agreed on the Intergovernmental Agreement (“IGA”), attached hereto as Exhibit A, that will guide technical assistance services to be provided by CMAP;

**NOW, THEREFORE BE IT RESOLVED BY** by the President and Board of Trustees of the Village of Kenilworth, Cook County, Illinois, as follows:

Section 1. Recitals and Exhibits. The foregoing recitals and all exhibits attached to this Resolution are incorporated as though fully set forth in this Section.

Section 2. Agreement Approved. The Agreement attached as Exhibit A is approved and the Village President and Village Clerk are authorized to execute the Agreement on the Village’s behalf.

Section 3. Authority. The Village Manager is authorized and directed to take all steps necessary to implement and enforce the Agreement’s terms.

Section 4. Effective Date. This Resolution shall take effect immediately upon its passage and approval as provided by law.

**[Signature Page Follows]**

Passed this 20<sup>th</sup> day of January 2026.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this 20<sup>th</sup> day of January 2026.

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Cecily Kaz  
Village President

Attest:

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Michael Gagnon  
Village Clerk

EXHIBIT A

IGA



**A26-0039**  
**INTERGOVERNMENTAL AGREEMENT FOR**  
**TECHNICAL ASSISTANCE**  
**Kenilworth Capital Improvement Plan**

**THIS AGREEMENT** is hereby entered by and between the Chicago Metropolitan Agency for Planning, (hereinafter "CMAP"), a body politic and corporate created by the State of Illinois, and *Kenilworth* (hereinafter "GOVERNMENTAL BODY")

The terms and conditions of this agreement are as follows:

1. Purpose. The purpose of this agreement is to facilitate technical assistance to the GOVERNMENTAL BODY for *Kenilworth Capital Improvement Plan* which incorporates the regional ON TO 2050 principles of resilience, inclusive growth, and prioritized investment (hereinafter "PROJECT")
  
2. Term of Agreement. The project is to commence as soon as practicable after the execution of this Agreement and shall be undertaken and completed in such sequence as to assure their expeditious completion pursuant to the terms of this Agreement. The project is expected to take twenty-four (24) months from the date of kick-off.
  
2. Scope of Services and Responsibilities. CMAP and the GOVERNMENTAL BODY hereby agree to the scope of services and responsibilities set forth in the Solution Clarification Summary included herein as **Attachment 1** and **Attachment 2**.
  
3. Agreements. The General Provisions included herein as **Attachment 3**, apply to and are incorporated into this Agreement with full force and effect.
  
4. Local contribution. The GOVERNMENTAL BODY will be responsible for a contribution in the amount of \$8,000 which will be deposited in the Local Technical Assistance Contribution Fund. CMAP will invoice the GOVERNMENTAL BODY and the payment will be due on *10/31/2026*. The contribution and invoice will be pursuant to **Attachment 4** herein.

**List of Attachments:**

- Attachment 1: Solution Clarification Summary
- Attachment 2: Technical Assistance Roles and Responsibilities
- Attachment 3: General Terms and Conditions
- Attachment 4: Technical Assistance Local Contribution

**APPROVALS:**

**For the GOVERNMENTAL BODY:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Government Name:

\_\_\_\_\_

Government Address: \_\_\_\_\_

**Attest:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

**CMAP:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Erin Aleman, Executive Director

Chicago Metropolitan Agency for Planning

433 West Van Buren Street, Suite 450 Chicago IL 60607

**Attest:**

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_



**Attachment 1: SOLUTION CLARIFICATION SUMMARY**

WORK PLAN NO.	PROJECT TITLE	DATE
2026.024	Kenilworth Capital Improvement Plan (CIP)	12/16/2025

Project Name:	Kenilworth Capital Improvement Plan (CIP)
Project Lead:	Prithvi Hegde
Executive Sponsor/Customer:	Stephane Phifer/Patrick Day

**SOLUTION OVERVIEW**

The Village of Kenilworth (Community Partner) values long-range community and strategic planning and seeks to create a multi-year Capital Improvement Plan (CIP).

On CMAP’s behalf, selected consultants, in collaboration with municipal staff and officials, and community stakeholders, and with limited support from CMAP staff, will lead the creation of a multi-year CIP through a process that includes establishment of capital asset inventories across municipal departments, setting of criteria for evaluation of potential capital projects, professional advisement on budgeting for capital projects, and capacity-building trainings for municipal officials and staff on the essential skills to effectively participate in the creation and maintenance of the CIP.

**MUST-HAVE CHARACTERISTICS**

At a minimum, the Village of Kenilworth Capital Improvement Plan (CIP) project must include:

1. Creation of a multi-year Capital Improvement Plan (CIP) document that:
  - a. Is created through a process that includes establishment of capital asset inventories across municipal departments
  - b. Includes introduction of a standardized tool & process (across departments) to inventory existing assets, and condition of assets (to the extent such data is known to the municipality)
  - c. Includes introduction of a standardized tool & process (across departments) to internally propose capital projects for inclusion in the municipal budget
  - d. Includes setting of criteria for evaluation of potential capital projects
  - e. Includes professional advisement on budgeting for capital projects, with attention to understanding phasing of capital projects
  - f. Includes substantive community engagement to understand resident and stakeholders’ capital project needs and priorities and incorporate in CIP criteria and the capital projects selected for inclusion in the CIP
  - g. Includes facilitation of capacity-building trainings for municipal officials and staff on the essential skills to effectively participate in the creation and maintenance of the CIP
2. Community partnership. Providing access to relevant internal data, reports, past plans, stakeholders, and other information necessary to successfully conduct the project, as well as time spent reviewing draft materials for comment and participation in project meetings

**NOT PART OF THE SOLUTION / EXCLUSIONS**

1. Cash funding of capital projects.
2. Asset condition assessments cannot be performed by CMAP or consultant selected for creation of this CIP.



## **ATTACHMENT 2: CMAP TECHNICAL ASSISTANCE ROLES AND RESPONSIBILITIES**

Signatories of this Agreement (hereinafter jointly “Party” or “Parties”) certify that these roles and responsibilities for this project will be adhered to unless amended in writing.

The Parties shall perform and carry out in a satisfactory and proper manner, as determined by CMAP, the following:

1. Project Charter. The PROJECT and all work performed by CMAP will be consistent with the Project Charter included herein as “ATTACHMENT 1”. Changes to the project charter must be jointly agreed to by the Parties.

2. Scope of Work. Parties will jointly determine and document the PROJECT scope of work, timelines, public engagement schedules, commitment of non-staff resources by either Party, and other elements prior to beginning the work outlined in the scope of work. CMAP may also request GOVERNMENTAL BODY assistance to establish expectations and performance goals for the PROJECT and process. Said scope of work shall be finalized and mutually agreed to by both parties prior to beginning work.

- a) Parties shall jointly agree to changes to PROJECT scope or timelines; CMAP may discontinue the PROJECT if major deviations, changes, or expansions of scope or schedule occur.
- b) All work performed by CMAP staff must be related to the scope of work.

3. Roles and Relationship. Parties shall perform and carry out in a satisfactory and proper manner, as determined by CMAP the following:

- a) CMAP shall assign staff to work with local governments and the community as part of the Local Technical Assistance program.
- b) GOVERNMENTAL BODY shall assign a lead person to be the main point of contact for CMAP staff.
- c) CMAP staff will report on the overall scope of work and day-to-day activities to the GOVERNMENTAL BODY.
- d) Assigned staff are CMAP employees and CMAP is responsible for evaluating their performance.
- e) CMAP management, in addition to the CMAP staff assigned to the PROJECT, may periodically check-in (frequency to be determined based on need) with GOVERNMENTAL BODY.
- f) CMAP is responsible for assigning relevant CMAP staff to work on the PROJECT (based on availability, skills, familiarity with the area, and subject matter expertise).
- g) GOVERNMENTAL BODY understands that CMAP assistance is provided as a means of advancing the implementation of ON TO 2050 the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties.

4. Access to resources. CMAP staff will have full access to CMAP data and other resources, including specialized CMAP staff (for advanced mapping, data, outreach, communications, or topic-specific expertise). The GOVERNMENTAL BODY will provide CMAP access to data as follows:

- a) The GOVERNMENTAL BODY will provide access to relevant staff who will need to be involved in the PROJECT, and will ensure that they allocate sufficient time to the PROJECT.

- b) The GOVERNMENTAL BODY will provide access to all relevant internal data, reports, and other information necessary to successfully complete the PROJECT.
- c) The GOVERNMENTAL BODY's leadership (key staff, planning commissioners, board members, other elected officials, other decision-makers) commits to participate in the PROJECT and allocate sufficient time at meetings (Plan Commission meetings, GOVERNMENTAL BODY meetings, etc.) to ensure due consideration so the PROJECT is successful.

5. Demonstration of local support. GOVERNMENTAL BODY agrees to provide an inclusive, open, safe and welcoming environment in which to conduct meetings and outreach events.

- a) The GOVERNMENTAL BODY shall be responsible for working with CMAP to identify members for a steering committee or similar oversight group.
- b) If public outreach is a component of the PROJECT, the GOVERNMENTAL BODY agrees to participate in public outreach and engagement efforts; including assisting in dissemination of PROJECT and meeting information, attending and assisting at public meetings, and providing key stakeholder contact information.

6. Project management and review. CMAP will have lead responsibility for project management. CMAP shall in all reasonable ways coordinate and work with the GOVERNMENTAL BODY staff as the PROJECT proceeds. The GOVERNMENTAL BODY in all reasonable ways shall cooperate with CMAP and the consultant, if any. CMAP shall require the consultant, if any, to provide the GOVERNMENTAL BODY with all of the consultants' deliverables, if any, at the time they are delivered to CMAP. CMAP and GOVERNMENTAL BODY shall notify the other of all scheduled PROJECT related meetings with the consultant, if any, to enable the other to attend the meetings if desired.

- a) Allocation of CMAP staff to the PROJECT will vary over time based on project timeline and work needs.
- b) In order to maintain PROJECT progress and momentum, the GOVERNMENTAL BODY agrees to review and provide feedback on PROJECT deliverables in a timely manner, in accordance with the agreed upon timelines.
- c) GOVERNMENTAL BODY agrees to make best faith effort to adopt and implement the completed plan within agreed upon timelines.



### ATTACHMENT 3: CMAP GENERAL TERMS AND CONDITIONS

Signatories of this Agreement certify that these conditions and procedures and terms and the conditions and procedures specific to this project will be adhered to unless amended in writing.

1. **Complete Agreement.** This Agreement including all exhibits and other documents incorporated or referenced in the Agreement, constitutes the complete and exclusive statement of the terms and conditions of the Agreement between CMAP and the GOVERNMENTAL BODY and it supersedes all prior representations, understandings and communications regarding this PROJECT. The validity in whole or in part of any term or condition of this Agreement shall not affect the validity of other terms or conditions of this Agreement.
  - a) Either Party's failure to insist in any one or more instances upon the performance of any terms or conditions of this Agreement shall not be construed as a waiver or relinquishment of said Party's right to such performance by the other Party or to future performance of such terms or conditions and the other Party's obligation in respect thereto shall continue in full force and effect. The GOVERNMENTAL BODY shall be responsible for having taken steps reasonably necessary to ascertain the nature and location of the work, and the general and local conditions that can affect the work or the cost thereof. Any failure by the GOVERNMENTAL BODY to do so will not relieve it from responsibility for successfully performing the work without additional expense to CMAP.
  - b) CMAP and the GOVERNMENTAL BODY assume no responsibility for any understanding or representations made by any of its officers, employees or agents prior to the execution of this Agreement, unless such understanding or representations by both parties are expressly stated in this Agreement.
  - c) Changes: CMAP and the GOVERNMENTAL BODY may from time to time order work suspension or make any change in the general scope of this Agreement including, but not limited to changes, as applicable, in the drawings, specifications, delivery schedules or any other particular of the description, statement of work or provisions of this Agreement. If any such change causes an increase or decrease in the cost or time required for performance of any part of the work under this Agreement, CMAP shall promptly notify the GOVERNMENTAL BODY and a written amendment will be prepared for Agreement between CMAP and the GOVERNMENTAL BODY for changes in scope, time and/or costs. No amendments are effective until there is a written Agreement that has been signed by both parties.
  - d) Changes to any portion of this Agreement shall not be binding upon CMAP and the GOVERNMENTAL BODY except when specifically confirmed in writing by an authorized representative of CMAP and an authorized representative of the GOVERNMENTAL BODY.

e) For its convenience, CMAP reserves the right to extend the Term of this agreement. Any changes to the Term of this Agreement shall not be binding until specifically confirmed in writing by authorized representatives of both parties.

- 2. Compliance/Governing Law.** The terms of this Agreement shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this Agreement shall be performed in compliance with all applicable state and federal laws.
- 3. Availability of Appropriation (30 ILCS 500/20-60).** This Agreement is contingent upon and subject to the availability of funds. CMAP, at its sole option, may terminate or suspend this Agreement, in whole or in part, without penalty, if the Illinois General Assembly, the state funding source, or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason. The GOVERNMENTAL BODY will be notified in writing of the failure of appropriation or of a reduction or decrease in appropriation.
- 4. Allowable Charges.** No expenditures or charges shall be included in the cost of the PROJECT that are: (i) contrary to provisions of this Agreement or the latest budget approved by a duly-authorized official of CMAP and the GOVERNMENTAL BODY; (ii) not directly for carrying out the PROJECT; (iii) of a regular and continuing nature, except that of salaries and wages of appointed principal executives of CMAP who have not been appointed specifically for the purposes of directing the PROJECT, who devote official time directly to the PROJECT under specific assignments, and respecting whom adequate records of the time devoted to and services performed for the PROJECT are maintained by CMAP may be considered as proper costs of the PROJECT to the extent of the time thus devoted and recorded if they are otherwise in accordance with the provisions hereof; or (iv) incurred without the consent of CMAP after written notice of the suspension or termination of any or all of CMAP's obligations under this Agreement.
- 5. Audits.** The records and supportive documentation for all completed projects are subject to an on-site audit by CMAP and the GOVERNMENTAL BODY. CMAP and the GOVERNMENTAL BODY reserve the right to inspect and review, during normal working hours, the work papers of the independent auditor in support of their audit report.
- 6. Access to Records.** CMAP and the GOVERNMENTAL BODY shall maintain, for a minimum of **three years** after the completion of the Agreement, adequate books, records and supporting documents related to the Agreement which shall be made available for review upon request. Failure to maintain the books, records and supporting documents required by this Section shall establish a presumption in favor of CMAP for the recovery of any funds paid by CMAP under the Agreement for which adequate books, records and supporting documentation are not available to support their purported disbursement. In addition:

- a) If any litigation, claim or audit is started before the expiration of three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.
- b) Records for nonexpendable property acquired with federal funds shall be retained for three (3) years after its final disposition.
- c) CMAP shall include in all subcontracts, if any, under this Agreement a provision that CMAP and the GOVERNMENTAL BODY will have full access to and the right to examine any pertinent books, documents, papers, and records of any such subcontractors involving transactions related to the subcontract for three (3) years from the final payment under that subcontract except that:
  - 1) If any litigation, claim or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.
  - 2) Records for nonexpendable property acquired with federal funds shall be retained for three (3) years after its final disposition.

The term "subcontract" as used in this clause excludes purchase orders not exceeding \$2,500.

**7. Procurement Procedures.** All procurement transactions for Contractual Services, Commodities and Equipment shall be conducted in a manner that provides maximum open and free competition. The GOVERNMENTAL BODY and CMAP shall also meet the following minimum procedural requirements.

- a) Subcontracting: Subcontracting, assignment or transfer of all or part of the interests of CMAP concerning any of the obligations covered by this Agreement is prohibited without prior written consent of the GOVERNMENTAL BODY.
- b) Procurement of Goods or Services: For purchases of products or services with any Agreement funds that cost more than \$2,500 but less \$10,000, CMAP shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any Agreement funds that are in excess of \$10,000 will require CMAP to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures, the procedures of CMAP will be used. CMAP may only procure products or services from one source with any Agreement funds if: (1) the products or services are available only from a single source; or (2) after solicitation of a number of sources, competition is determined inadequate.
- c) Records. CMAP and the GOVERNMENTAL BODY shall maintain records sufficient to detail the significant history of procurements. These records shall include, but are not necessarily limited to: information pertinent to rationale for the method of

procurement, selection of contract type, contractor selection or rejection, and basis for the cost or price.

- d) No CMAP or GOVERNMENTAL BODY employee shall participate in the procurement of products or services if a conflict of interest, real or apparent, would be involved. No employee shall solicit or accept anything of monetary value from bidders or suppliers.

**8. Equipment Inventory.** An inventory of non-expendable personal property having a useful life of more than two years and an acquisition cost of \$500 or more is subject to periodic inspection by CMAP and the GOVERNMENTAL BODY.

**9. Method of Payment.** PROJECT expenditures are paid directly from federal, state funds or other funds. Because CMAP is responsible for obtaining federal reimbursement for PROJECT expenditures when applicable, it is necessary that CMAP monitor all procedures and documents which will be used to claim and support PROJECT-related expenditures.

**10. Suspension.** If the GOVERNMENTAL BODY fails to comply with the special conditions and/or the general terms and conditions of this Agreement, CMAP may, after written notice to the GOVERNMENTAL BODY, suspend the Agreement, pending corrective action by the GOVERNMENTAL BODY. If corrective action has not been completed within sixty (60) calendar days after service of written notice of suspension, CMAP shall notify the GOVERNMENTAL BODY in writing that the Agreement has been terminated by reason of default in accordance with Paragraph 11 "Termination" herein.

**11. Termination.**

- a) This Agreement may be terminated in whole or in part in writing by CMAP or the GOVERNMENTAL BODY for its convenience (hereinafter termed "Termination for Convenience"), provided that the terminating party provides not less than fourteen (14) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate to the respective address set forth on the signature page of this Agreement.
- b) Upon notice of termination by either party, CMAP shall (i) promptly discontinue all services affected (unless the notice directs otherwise) and (ii) deliver or otherwise make available to the GOVERNMENTAL BODY all data, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by CMAP in performing this Agreement, whether completed or in process.
- c) No Further Liability. Each party agrees that the rights of termination hereunder are absolute and it has no right to a continued relationship with the other after termination (except as expressly stated herein). Neither party shall incur any liability whatsoever for any damage, loss or expense of any kind suffered or incurred by the other (or for any compensation to the other) arising from or incident to any

termination of this Agreement by such party that complies with the terms of the Agreement whether or not such party is aware of any such damage, loss or expense.

**12. Remedies.** Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes and other matters in question between CMAP and the GOVERNMENTAL BODY arising out of or relating to this Agreement or the breach thereof will be decided by arbitration. If the parties hereto mutually agree, a request for remedy may be sought from a court of competent jurisdiction within the State of Illinois, County of Cook.

**13. Equal Employment Opportunity.** The GOVERNMENTAL BODY and CMAP will comply with Executive Order 11246 entitled "Equal Employment Opportunity," as amended by U.S. Department of Labor regulations (41 CFR Part 60) and the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights. In connection with the execution of this Agreement, the GOVERNMENTAL BODY and CMAP shall not discriminate against any employee or an applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service. The GOVERNMENTAL BODY and CMAP shall take affirmative actions to ensure that applicants are employed and that employees are treated during their employment without regard to their race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status, or an unfavorable discharge from military service. Such actions shall include, but not be limited to, employment, promotion, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay, other forms of compensation, and selection for training or apprenticeship. The GOVERNMENTAL BODY and CMAP shall cause the provisions of this paragraph to be inserted into all subcontractors' work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that such provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

**14. Small and Minority Business Enterprise.** In connection with the performance of this Agreement the GOVERNMENTAL BODY will cooperate with CMAP in meeting CMAP's commitments and goals with respect to the maximum utilization of small business and minority business enterprises, and will use its best efforts to ensure that small business and minority business enterprises shall have the maximum practicable opportunity to compete for work under this Agreement.

**15. Political Activity.** No portion of funds for this Agreement shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.

**16. Prohibited Interest.**

- a) No officer or employee of CMAP or the GOVERNMENTAL BODY and no member of its governing body and no other public official of any locality in which the PROJECT objectives will be carried out who exercises any functions or responsibilities in the

review or approval of the undertaking or carrying out of such objectives shall (i) participate in any decision relating to any contract negotiated under this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; or (ii) have any financial interest, direct or indirect, in such contract or in the work to be performed under any such subcontract.

- b) No member of or delegate of the Illinois General Assembly or the Congress of the United States of America, and no federal Resident Commissioner, shall be admitted to any share hereof or to any benefit arising herefrom.
- c) The GOVERNMENTAL BODY and CMAP warrants and represents that no person or selling agency has been employed or retained to solicit or secure this Agreement, upon an agreement or understanding for a commission, percentage, bonus, brokerage or contingent fee, or gratuity, excepting its bona fide employees. For breach or violation of this warranty CMAP or the GOVERNMENTAL BODY shall have the right to annul this Agreement without liability or, at its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such commission, percentage bonus, brokerage or contingent fee, or gratuity.

**17. Conflict of Interest.** In order to avoid any potential conflict of interest, the GOVERNMENTAL BODY and CMAP agree during the term of this Agreement not to undertake any activities which could conflict directly or indirectly with the interest of CMAP or the GOVERNMENTAL BODY. The GOVERNMENTAL BODY shall immediately advise CMAP of any such conflict of interest. CMAP shall make the ultimate determination as to whether a conflict of interest exists.

**18. Ownership of Documents/Title of Work.** All documents, data and records produced by the GOVERNMENTAL BODY or CMAP in carrying out the obligations and services hereunder, without limitation and whether preliminary or final, shall become and remains the property of CMAP and the GOVERNMENTAL BODY. CMAP and the GOVERNMENTAL BODY shall have the right to use all such documents, data and records without restriction or limitation and without additional compensation. All documents, data and records utilized in performing research shall be available for examination by CMAP or the GOVERNMENTAL BODY upon request. Upon completion of the services hereunder or at the termination of this Agreement, all such documents, data and records shall, at the option of CMAP or the GOVERNMENTAL BODY, be appropriately arranged, indexed and delivered to CMAP or the GOVERNMENTAL BODY.

**19. Publication.** CMAP and the GOVERNMENTAL BODY shall have royalty-free, nonexclusive and irrevocable license to reproduce, publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials specifically prepared under this Agreement, and to authorize other material to do so. The GOVERNMENTAL BODY and CMAP shall include provisions appropriate to effectuate the purpose of this clause in all contracts for work under this Agreement.

- 20. Confidentiality Clause.** Except as required pursuant to a validly issued subpoena, lawful request by a governmental entity or any applicable laws, including without limitation any Federal or State Freedom of Information Acts, any documents, data, records, or other information given to or prepared by the GOVERNMENTAL BODY or CMAP pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by CMAP or the GOVERNMENTAL BODY. All information secured in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by CMAP or the GOVERNMENTAL BODY. Nothing in these restrictions interfere with the lawful obligation to respond to FOIA requests.
- 21. Reporting/Consultation.** The GOVERNMENTAL BODY shall consult with and keep CMAP fully informed as to the progress of all matters covered by this Agreement. CMAP shall consult with and keep the GOVERNMENTAL BODY fully informed as to the progress of all matters covered by this Agreement.
- 22. Identification of Documents.** All reports, maps, and other documents completed as part of this Agreement, other than documents exclusively for internal use within CMAP or the GOVERNMENTAL BODY offices, shall carry the following notation on the front cover or a title page or, in the case of maps, in the same area which contains the name of the GOVERNMENTAL BODY. "This material was prepared in consultation with CMAP, the Chicago Metropolitan Agency for Planning, (<http://www.cmap.illinois.gov>)."
- 23. Force Majeure.** Either party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by a cause beyond its control including, but not limited to: any incidence of fire, flood; acts of God; commandeering of material, products, plants or facilities by the Federal, state or local government; national fuel shortage; or a material act of omission by the other party; when satisfactory evidence of such cause is presented to the other party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the party not performing.
- 24. Independent Contractors.** Contractor's relationship to CMAP and the GOVERNMENTAL BODY in the performance of this Agreement is that of an independent contractor. Contractor's personnel performing work under this Agreement shall at all times be under the contractor's exclusive direction and control and shall be employees of contractor and not employees of CMAP or the GOVERNMENTAL BODY. Contractor's shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, including, but not limited to, social security, income tax withholding, unemployment compensation, workers' compensation insurance and similar matters
- 25. Federal, State and Local Laws.** CMAP and the GOVERNMENTAL BODY warrant that in the performance of this Agreement they shall comply with all applicable federal, state and local laws, statutes and ordinances and all lawful orders, rules and regulations promulgated thereunder. Since laws, regulations, directives, etc. may be modified from time-to-time, CMAP and the GOVERNMENTAL BODY shall be responsible for compliance

as modifications are implemented. The CMAP or the GOVERNMENTAL BODY'S failure to comply shall constitute a material breach of this contract.

- 26. Hold Harmless and Indemnity.** Each party to this Agreement shall indemnify, defend and hold harmless the other party to this Agreement, and its officers, officials, directors, employees, volunteers and agents from and against any and all claims (including attorney's fees and reasonable expenses for litigation or settlement) for any loss, or damages, bodily injuries, including death, damage to or loss of use of property caused by the negligent acts, omissions or willful misconduct of the respective party and its officers, officials, directors, employees, agents, volunteers, subcontractors or suppliers, in connection with or arising out of the performance of this Agreement.
- 27. Equal Employment Opportunities -- Affirmative Action Sexual Harassment.** CMAP and the GOVERNMENTAL BODY must comply with the Illinois Board of Human Rights Act and rules applicable to public funds, including equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies (775 ILCS 5/2-105).
- 28. International Boycott.** The GOVERNMENTAL BODY and CMAP certify that neither or any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).
- 29. Forced Labor.** The GOVERNMENTAL BODY and CMAP certify it complies with the State Prohibition of Goods from forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to CMAP or the GOVERNMENTAL BODY under this Agreement have been or will be produced in whole or in part by forced labor, or indentured labor under penal sanction (30 ILCS 583).
- 30. Subcontracts.** Any subcontractors or outside associates or contractors required by CMAP in connection with the services covered by this Agreement will be limited to such individuals or firms as were specifically identified and agreed to during procurement negotiations. Contractors and subcontractors, and any substitutions in or additions to such subcontractors, associates or contractors, will be subject to the prior approval of CMAP and the GOVERNMENTAL BODY.

All contracts and subcontracts for work under this Agreement shall contain those applicable provisions which are required in this Agreement.

The Contractor, if any, may not subcontract services agreed to under this Agreement without prior written approval of CMAP and the GOVERNMENTAL BODY.



Chicago Metropolitan  
Agency for Planning

**ATTACHMENT 4: TECHNICAL ASSISTANCE LOCAL CONTRIBUTION**

The GOVERNMENTAL BODY will be responsible for a contribution in the amount identified in the agreement which will be deposited in the Local Technical Assistance Contribution Fund.

The Local Technical Assistance Contribution Fund supports the development and promotion of the goals and policies of the Regional Comprehensive Plan. The contribution shall be expended to address the development and transportation challenges in the northeastern Illinois region and to support those functions and programs consistent with the Regional Planning Act (70 ILCS 1707). This includes but is not limited to technical assistance programs, policy development, research and data collection, public engagement, and planning in areas such as land use, housing, economic development, preservation of natural resources, transportation, water supply, flood control, sewers, and governance in the form of model ordinances and best practices that may be enacted by local governments.

Payment will be made within thirty (30) days of receipt of invoice unless there is a discrepancy regarding the invoice. Transfer of funds shall be made electronically.



## Request for Board Action

**Agenda Item:** V.B.4

**Considered By:**

**Date:**

Village Board

01/20/26

Plan Commission

12/09/25

Plan Commission

12/01/25

**Staff Contact:** Michael Blue, Teska Associates  
Heather McFarland, Administration  
Jordan Schmidt, Administration

Arch. Review Commission

10/28/25

Arch. Review Commission

10/15/25

**Subject:** Action on the Following Items Pertaining to a Request for a Planned Unit Development at 515-519 Park Drive:

- a) Public Hearing to Consider a Certificate of Appropriateness
- b) Ordinance Granting a Special Use Permit to RED3 Development LLC for a Preliminary Planned Unit Development and Approving a Certificate of Appropriateness

**Summary:** RED3 Development LLC submitted an application for a preliminary Planned Unit Development (PUD) and Certificate of Appropriateness (CoA) in September 2025. The request considers redeveloping the properties at 515-519 Park Drive to construct a four-story mixed-use building. Both the Architectural Review (ARC) and Plan (PC) commissions have recommended denial of the request. The Village Board should take the feedback from both commissions into consideration and take action on the request.

**Background of Matter:** An application for a preliminary PUD and CoA was submitted to the Village late last summer for a new four-story mixed-use development at 515-519 Park Drive. The proposed mixed-use development would include two (2) commercial spaces on the ground floor, with entrances facing Park Drive, and a total of seven (7) luxury dwelling units on the 2<sup>nd</sup> and 3<sup>rd</sup> floors, including a single penthouse dwelling unit that is setback on the 4<sup>th</sup> floor. A total of 14 on-site parking spaces are proposed in a shared garage accessed from the alley. The proposal would require the demolition of the two existing structures shown below.



Existing Buildings (L-R: 519 Park Drive, 515 Park Drive)



Proposed Building, Front Facade

### *PUD Process Overview*

PUD regulations offer communities a different and more flexible approach to development. PUD regulations generally require developers to provide an elevated level of aesthetic design and/or public amenities in exchange for relief from the strict enforcement of underlying zoning standards. Instead of rigidly applying zoning requirements, such as setbacks, communities have more latitude to negotiate with a developer seeking PUD approval over public benefits the community may receive. The intent being to provide a legal framework for communities and developers to negotiate mutually beneficial development outcomes based on standards in the Village Zoning Ordinance.

The Village's review process for PUD requests begins with a neighborhood meeting, conducted by the applicant, where the concept is shared with the community for feedback. Next, an application is submitted for a preliminary PUD, which presents the project at a higher level. Detailed plans are commonly provided during the final PUD review that follows the preliminary analysis.

The ARC evaluates the PUD application first for compliance with the Village's Business District Design Guidelines aimed at preserving the character of that area. Their feedback is forwarded to the Plan Commission, and their recommendation to the Village Board. The Plan Commission reviews next to determine whether the proposal meets Village standards for special use permits and PUDs and makes a recommendation to the Village Board. Special use and PUD standards consider impacts a proposal may have on a community and whether those impacts are balanced by the public benefit received.

Once the commissions have finished their review, the Village Board votes to approve or deny the application. If approved, the applicant begins detailing their plans to return for final PUD approval. Only after that process is complete can the applicant submit for a building permit.

### *Neighborhood Meeting*

A neighborhood meeting to present the development concept at 515-519 Park Drive was facilitated by the developer on August 14, 2025. Feedback from those in attendance was mixed, with several concerns raised on the development's impact to light supply, parking, and traffic. The applicant relayed that the building height was critical to the project's viability.

### *Architectural Review Commission – Certificate of Appropriateness Review*

The ARC discussed the requested CoA and proposed development over the course of two meetings on October 15, 2025, and October 28, 2025. The Commission's discussion focused on several elements, including the massing of the building in relationship with the neighboring properties, roof design, color of the building materials, garage access, and the visibility of the 4<sup>th</sup> floor trellis. The applicants attempted to address the Commissioners concerns through the following modifications to their design:

- Modifications taken to soften bulk and height of building
  - Middle portions of building were stepped back by 6 inches
  - Cornice and roof elements lowered
  - Mansard roof corners revised
- Modified the color palette to a softer/warmer tone compared to stark white and black
- All mansard corners modified to reflect true mansard style, which also serves to reduce the bulk of the building
- Additional views/renderings provided from different neighboring perspectives
- Added chamfered corners (notched) to garage access, and set entrance back 2 feet to match neighboring garage apron access
- Trellis height lowered by 1 foot, stepped back from front facade, and profile modified to reduce its visibility from the street level.

The Commission expressed support generally for the design of the building but stated concerns that the proposed height was not in keeping with the intent of the Business District Design Guidelines due to the visual impact and real impacts to light on adjacent residential properties. During the public meetings, the Commission also received public comments with concerns about the size and scale of the building, impacts of the development on pedestrian safety, and the overall fit of the development in the neighborhood.

The petitioner requested the Commission take a vote, regardless of the outcome, such that the proposal would then proceed for discussion with the Plan Commission. The Commission voted to recommend denial (5 for denial, 1 abstention, 1 absent) of the certificate of appropriateness based on the presented design.

### *Plan Commission – PUD Request Review*

The Plan Commission met on December 1, 2025, and December 9, 2025, to review the preliminary PUD request. The proposal, which was modified following the ARC's review, presented reduced bulk at the front facade through setbacks at the 2<sup>nd</sup> and 3<sup>rd</sup> stories, a modified mansard roof design, elimination of trellises on the 4<sup>th</sup> floor facing the street, and an overall reduced building height (including ornamentation) by 2 ft. 2 in.

Written public comments as well as public comments shared at the meeting were extensive, but focused on concerns about the appropriateness of the proposed height at the location, that additional traffic in the alleys would increase congestion, and that the demand for parking along Park Drive would increase, further increasing congestion along a narrow one-way lane.



515-

519 Park Drive Proposed Building Height – 46'4”

Commissioners discussed the application at length, with mixed perspectives on the request. Elements of the proposal, such as building height, the appearance of the portion of the building facing the alley, and failure of the request to receive a positive ARC recommendation represented the majority of concerns. Some commissioners also noted the limited number of developments for their review over the past several years and urged the community to keep an open mind. In consideration of the Village’s goals to revitalize the Business District, the commissioners felt it was important to move forward with the request to gain momentum.

Following discussion, the Commission voted to recommend denial of the PUD request to the Village Board (4 for denial, 2 for approval).

*Building Review Commission – Demolition Review*

Concurrent to the review of the preliminary PUD request, the applicant is also pursuing approval of a reduced demolition stay for the building at 515 Park Drive. Typically, all properties proposing demolition are required to request a demolition permit through the Building Review Commission. In the case of 515 and 519 Park Drive, a survey of properties in the B Business District was prepared in 2022. This survey identified 515 Park Drive as a property of Special Importance. 519 Park Drive was not found to be of special importance.

Because this determination was already made, a one-year demolition stay is required and began automatically upon submittal the request to demolish the property. The stay expires on October 6, 2026. The application submitted to the Building Review Commission (BRC) requested a reduced stay, dependent on approval of a Final PUD Plan. This request was initially scheduled for October 29, 2025, then December 15, 2025, however, the request has been continued to a date to be determined at the applicant's request.

*PUD Request Summary*

Proposal Overview	
Location	515-519 Park Drive
Use	First floor retail, residential floors 2-4
Zoning District	B-Business District
Height	Four stories, 46’4”

Total Lot Size	8,610.36 sq. ft.
Setbacks	0
Dwelling Units	Seven units: Three on floors 2 & 3, one penthouse on floor 4
Dwelling Size	Floors 2-3: 2,101 sq. ft. (2), 2,419 sq. ft. (2), 2,527 sq. ft. (2) Penthouse:3,424 sq. ft. (1)
Retail Spaces	Two retail spaces
Retail Space Size	Space 1: 1,535 sq. ft., Space 2: 916 sq. ft.
Parking Spaces	14 parking spaces for condominium owners
Zoning Relief	<ul style="list-style-type: none"> <li>Exceeds height limit (35') by 11'4"</li> <li>Exceeds height limit with special use permit approval (40') by 6'4"</li> </ul>
Proposed Demolition	<ul style="list-style-type: none"> <li>515 Park Drive – Requires BRC review; within one year demolition stay period</li> <li>519 Park Drive – No special approval required</li> </ul>

Process Step	Outcome
Neighborhood Meeting	Completed
ARC Recommendation	Rec. to Deny
Plan Commission Recommendation	Rec. to Deny
Village Board	TBD – Options to approve, approve with conditions, remand to ARC / PC with feedback for further review, or deny
Building Review Commission	TBD

**Financial Impact:** None. Costs associated with the review and recordation are recoverable through the Village's escrow requirements.

**Recommendation:** The Village Board should consider the commission's recommendations to deny the requests for a CoA and PUD, and take action to either approve, approve with conditions, deny, remand to the ARC and/or PC with direction for further discussion, or continue the consideration of the requests to a future meeting.

**Attachments:**

- [Proposed Ordinance](#)
- [ARC Findings of Fact](#)
  - [10/28/25 ARC Meeting Packet](#)
- [PC Findings of Fact](#)
  - [12/09/25 PC Meeting Packet](#)

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

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND  
APPROVING A CERTIFICATE OF APPROPRIATENESS FOR A  
PRELIMINARY PLANNED UNIT DEVELOPMENT AT 515-519 PARK DRIVE  
(515-519 PARK DRIVE – RED3 DEVELOPMENT PARK SERIES, LLC)**

Passed by the Board of Trustees this \_\_\_\_\_ day of January, 2026

Printed and published in pamphlet form by  
authority of the President and Board of Trustees this \_\_\_\_ day of January, 2026

VILLAGE OF KENILWORTH, ILLINOIS

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

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

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND APPROVING A CERTIFICATE OF APPROPRIATENESS FOR A PRELIMINARY PLANNED UNIT DEVELOPMENT AT 515-519 PARK DRIVE**

**(515-519 PARK DRIVE – RED3 DEVELOPMENT PARK SERIES, LLC)**

**WHEREAS**, RED3 Development Park Series, LLC, (“**Applicant**”), on behalf of the is the contract purchaser for the properties commonly known as 515 Park Drive and 519 Park Drive (“**Property**”), which are legally described in Exhibit A; and

**WHEREAS**, the Property is currently located in the B – Business District Zoning District (“**B District**”) pursuant to the Kenilworth Zoning Ordinance, 1969, as amended (“**Zoning Ordinance**”), and is occupied by a vacant building at 519 Park Drive, and a building occupied by a retail use at 515 Park Drive; and

**WHEREAS**, on or about September 25, 2025, the Applicant submitted an application in accordance with Zoning Ordinance Section 153.242 (“**Application**”) seeking approval of a certificate of appropriateness (“**COA**”) and special use for a preliminary planned unit development (“**PUD**”) to construct a four-story mixed-use building on the Property (collectively, the “**Improvements**”); and

**WHEREAS**, Zoning Ordinance Sections 153.245 and 153.242(B) authorize the Village President and Board of Trustees to approve COA requests and special uses for PUDs; and

**WHEREAS**, the Village of Kenilworth Architectural Review Commission (“**ARC**”) met on October 15, 2025, and October 28, 2025, to consider the Application; and

**WHEREAS**, on October 28, 2025, the ARC found and determined that the COA Application did not satisfy the Zoning Ordinance’s standards and criteria, and voted 5-1-1 to recommend that the President and Board of Trustees deny the COA Application; and

**WHEREAS**, pursuant to notice published in the Chicago Sun Times on November 13, 2025, and notice otherwise distributed in accordance with the Zoning Ordinance, the Village of Kenilworth Plan Commission (“**PC**”) held public hearings on December 1, 2025, and December 9, 2025 to consider the Special Use Application and the Variation Application; and

**WHEREAS**, on December 9, 2025, the PC found and determined that the Application was did not satisfy the relevant standards and criteria from the Zoning Ordinance and voted 6-0 to recommend that the President and Board of Trustees deny the PUD Application; and

**WHEREAS**, the President and Board of Trustees have received and reviewed the findings of the ARC and the PC, and find and determine that (a) the Application satisfies the standards set forth in Zoning Ordinance Section 153.242(C); 153.245(G); and 153.246(C); and (b) approving the Application is in the best interests of the Village and the public, subject to the conditions, restrictions, and provisions of this Ordinance;

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

**SECTION 1. Recitals, Exhibits, and Findings.** The recitals listed above and all exhibits attached to this Ordinance are incorporated into this Ordinance as though fully set forth in this Section. The President and Board of Trustees hereby adopt the findings set forth in Exhibit B and Exhibit C concerning the Application.

**SECTION 2. Certificate of Appropriateness Approved.** Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, a COA to allow construction of the Improvements on the Subject Property is hereby approved in accordance with Zoning Ordinance Section 153.242.

**SECTION 3. Special Use Permit Approved.** Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, a special use permit for a preliminary PUD to allow construction, occupancy and use of the Improvements on the Subject Property, including the Zoning Ordinance deviations noted below, is hereby approved in accordance with and pursuant to Zoning Ordinance Sections 153.245 and 153.246.

A. **Building Height.** A deviation from Zoning Ordinance Section 153.096 to allow a building height of 46'4", which is 11'4" greater than what is permitted by Code.

**SECTION 4. Approval Conditions.** The approvals granted by Sections 2 and 3 shall be, and are hereby, expressly subject to and contingent upon each of the following terms, conditions, and restrictions:

A. **Final Approval.** Before constructing any of the Improvements, the Applicant must obtain Village approval of a final PUD plan and final COA in accordance with applicable Village ordinances, rules, and procedures, including, without limitation, Zoning Ordinance Section 153.246.

B. **Compliance with Application and Laws.** The operation, use, and maintenance of the Property and all Improvements located thereon shall comply with the Application and all applicable Village codes, ordinances, and regulations, including, without limitation, the Village's standards regulating nuisances set forth in Kenilworth Village Code Chapter 94, and the Zoning Ordinance.

C. **Compliance with Plans.** The Applicant's final PUD plan depicting the Improvements, including, without limitation, all buildings, site improvements, and landscaping on the Property must substantially conform to: Park Place 515-519 Park Drive Kenilworth, IL 60043 PUD Application Revised / 12/03/2025, copies of which are attached hereto as Group Exhibit D (collectively, "**Plans**").

**SECTION 5. Failure to Comply with Conditions.** Upon the failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the approval granted in Section 2 and Section 3 of this Ordinance will, at the sole discretion of the Village President and Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village President and Board of Trustees may not so revoke such approval unless it first provides the Applicant with 60 days advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the use of the Property will be governed solely by the regulations of the B District, as the same may, from time to time, be amended. Further, in the event of such revocation of the approval, the Village Manager and Village Attorney are hereby

authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

**SECTION 6. Amendment to Special Use Permit.** Any amendment to the special use permit granted in Section 3 of this Ordinance may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

**SECTION 7. Recordation; Binding Effect.** The privileges, obligations, and provisions of each and every section of this Ordinance are for the benefit of and bind the Applicant, unless otherwise explicitly set forth in this Ordinance or as approved by the Village President and Board of Trustees. Nothing in this Ordinance will be deemed to allow this Ordinance to be transferred to any person or entity other than the Applicant without the approval of the Village President and Board of Trustees. A copy of this Ordinance will be recorded with the Cook County Clerk, Recordings Division.

**SECTION 8. Effective Date.**

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the President and Board of Trustees of the Village of Kenilworth by a majority vote in the manner required by law;
2. Publication in pamphlet form in the manner required by law; and
3. The filing by the Applicant with the Village Clerk, for recording in the Office of the Cook County Clerk, Recordings Division, along with a copy of this Ordinance, of an executed unconditional agreement and consent, in the form of Exhibit E attached to this Ordinance, as the same may be revised with the approval of the Village Attorney, to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance, and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Section 8.A.3 above within 90 days after the effective date of this Ordinance, the Village President and Board of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

**SECTION 9. Superseder.** In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the Village, the terms of this Ordinance shall govern.

Signatures on next page

Passed this \_\_\_\_ day of January, 2026.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this \_\_\_\_ day of January, 2026.

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

ATTEST:

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

Exhibit A

**Legal Description of 515-519 Park Drive**

LOT 28 AND THE WEST 20.00 FEET OF LOT 29 IN BLOCK 5 IN WEST KENILWORTH, A SUBDIVISION OF THAT PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, LYING WEST OF THE RAILROAD AND SOUTH OF PUBLIC DRAIN KNOWN AS THE SKOKIE DITCH, OF SECTION 28, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

KNOWN AS: **515-519 PARK DRIVE, KENILWORTH, ILLINOIS**

PERMANENT INDEX NUMBERS:

05 - 28 - 217 - 030 - 0000

05 - 28 - 217 - 032 - 0000

DRAFT

Exhibit B

**Certificate of Appropriateness Findings of Fact**

*Design Guidelines*

(1) Architectural Style and Considerations

- a. Following the architectural intent of Kenilworth's early planners as well as consideration for the limited size of the Business District, development within the Business District should consist of historic English architectural styles. New buildings need not be historic replicas, but should offer high quality and compatible interpretations of Tudor, Tudor Revival, and other historic English styles present within Kenilworth. Interpretations should foster a residential feel for the Business District as a whole.
- b. In the limited instances where renovation should be considered, the Village encourages improvements that lead to a design which is consistent with the desired architectural style outlined. For those existing buildings with a quality design of another period that is not Tudor, Tudor Revival, or other historic English influenced designs, the building may be renovated to be consistent with the style in which it was originally built.
- c. The prominent building at the southern entrance to the Business District, 400 Green Bay Road, exhibits the traditional architectural details of smaller structural bays and massing, limited building heights, variety in roof forms, mix of materials and special attention to detailing and fenestration proportions and patterns. Buildings within the Business District should incorporate similar traditional architectural details.
- d. Buildings within the Business District should reflect sensitivity to the immediate site surroundings and the Village-wide character.
- e. All exterior walls of buildings should be treated with consistent architecture, details, and materials.
- f. The image below highlights some of the fundamental elements of Tudor Revival and other historic English styles for development that is consistent with anticipated uses in the Business District.

**VILLAGE BOARD RESPONSE:** *Although the proposed development does not clearly represent a true to form Tudor, Tudor Revival or other historical English architectural style, it was found to be a modern interpretation. Adjustments were made to the design, in particular the mansard roof design, in response to feedback seeking the design to be more in line with a traditional mansard roof design.*

(2) Placement and Orientation

- a. Buildings in the Business District should be positioned at the property line and occupy the entire lot-width to assist in creating a "streetwall" that enhances pedestrian comfort and maintains pedestrian scale.
- b. Gaps between buildings in the streetwall should be avoided, except where pedestrian access to rear parking is designed and planned for.
- c. In addition to providing pedestrian scale, a street wall contributes to the pedestrian interest and circulation of the area. To this end, long, blank facades are discouraged.
- d. Buildings throughout the Business District should have strong pedestrian orientation, providing opportunities for window shopping, and outdoor dining.

- e. Corner buildings should take advantage of their prominent locations with angled, rounded or recessed corner entrances. Buildings located on corner lots should be built out to both the front and corner side property lines. Given that the Business District is only one lot deep, corner lots also play an important role in the transition between the commercial and residential districts.
- f. The placement of mid-block buildings at odd or irregular angles to the street is prohibited.

**VILLAGE BOARD RESPONSE:** *The proposed developments placement and orientation are consistent with the design guidelines.*

(3) Building Height

- a. Building Height Should be 2 ½ to 3 ½ stories in height (25' – 35')
- b. When buildings are adjacent to residential neighbors, consideration should be given to setting back portions of the buildings located at the second story or above from the rear and side to soften the bulk and visual scale of the building. This may include terracing or stepping rooflines, in keeping with the overall architectural style of the building.
- c. Careful consideration should be given to building elements at the ground level to ensure that the buildings have human scale and create a harmonious environment.

**VILLAGE BOARD RESPONSE:** *Portions of the building exceeding 40' will be setback to minimize the visual impact. Available light supply is generally in line with what would be expected for a building constructed by-right.*

(4) Building Materials

- a. Authentic and high quality building materials are desired to convey the image of the Village. These include natural color brick, stone, cast or carved stone, terra cotta, and timbers with limited stucco on portions of Tudor-styled buildings. Decorative metal and stone are desirable as finish materials for flashing, ornamentation around doors and windows, and cornices
- b. Brick, stone and cast stone should be the primary building materials on all exterior walls of buildings in the Business District. Brick and stone selections should be designed in a compatible range of colors rather than a single color selection for an entire building, in order to avoid a flat and modern appearance.
- c. Buildings obtain some of their character from the mix of materials, and creative use of material combinations is encouraged to break up the massing. The number of façade colors should be minimized to maintain a unified district.
- d. Stucco may be permitted only when used on second floor walls or above. Exterior insulation finish systems (EIFS) or Dryvit, wall siding of all types, metal/vinyl wall panels, and wood siding are prohibited within the Business District.
- e. Detail should be included on each building such as stone, brickwork and metalwork to highlight windows and doors.
- f. Overhead doors for the covered parking for upper floor condominiums are preferred to replicate stile and rail paneled doors if they are in view of the public or pedestrian way. Overhead doors are allowed only on building openings that face alleys.
- g. Building color should be compatible with the area's character and enhance the building's visual appeal. Color should be used to complement the materials of a façade and to highlight architectural features. Primary, bright, or excessively brilliant colors are discouraged.

**VILLAGE BOARD RESPONSE:** Proposed building materials include manufactured Indiana limestone, wood clad / aluminum casement windows, ¾" Cementitious stucco, James Hardie composite panel & trim, Davinci roofscapes composite slate roof, and wood pergola/trellis. The proposed colors are "buff", "castle gray", and a warm grayish brown.

(5) Facades

- a. Exterior side walls visible from the public way shall be finished in materials similar to the front facade.
- b. The relationship of horizontal banding among buildings unifies the street elevation and, the division of a building façade into horizontal bands provides human scale and proportion to the façade.
- c. A building base, middle and top should be strongly articulated through materials, details and changes in the plane of the wall. Retail storefronts should be differentiated from the façade of the upper stories. Storefront systems, awnings, and entrance doors should be harmonious.
- d. The use of decorative building elements consistent with the architectural style in a rhythmic pattern is encouraged to break up large building masses. Columns, pilasters, window placement and other architectural features should be used to divide facades of large buildings into several smaller vertical segments. Structural elements and bays should be architecturally expressed on the façade to add interest, scale, proportion, and detail.
- e. Multiple storefronts that are part of the same building should have complementary façade designs, particularly with respect to color, cornice line and other architectural details, and decorative materials. As used in these guidelines, facade shall mean the exterior wall of the building.

**VILLAGE BOARD RESPONSE:** Vertical and horizontal design elements are introduced to break down the overall massing. Storefront awnings and doorways are consistent in design. Second and third stories are partially setback to help differentiate between ground floor retail and condominiums.

(6) Doors and Entrances

- a. The entrances and their architectural details should be influenced by the overall architectural style of the building, its intended use, and be appropriately sized and designed. The entrance should be proportionately scaled to the overall building design.
- b. Front entrances and retail storefronts should be prominent, easily discernible, attractive and inviting to pedestrians, and add visual interest to the street.
- c. The primary business entrance should be evident from the public way and differentiated from the semi-public and private residential entrances.
- d. Primary business entrances should consist of full glass panel doors and transoms where appropriate. Recessed doorways are encouraged to provide cover from the elements and to allow safer opening of doors.

**VILLAGE BOARD RESPONSE:** The proposed doorways and entrances are consistent with the design guidelines. The business entrances consist of full glass panel doors, and are evident from the public right-of-way.

(7) Windows and Bays

- a. Windows and window details should be appropriate for the architectural style of the building, and true divided lites are encouraged where appropriate.
- b. Large ground-floor bays and display windows on facades with bulkheads and transom lites are strongly encouraged within the Business District.
- c. Upper floor balconies, decks, terraces, and bay windows are appropriate on all sides of buildings, but should not extend or overhang into the public right-of-way without Village approval.
- d. Windows on the upper floors' exterior walls are encouraged and should be consistent with the architectural style of the building. Upper floor windows should appear to be "punched" openings within a solid wall, rather than a continuous row of windows separated only by their frames. Upper floor windows shall be recessed, not flush with the surface of the building.
- e. Window glass should be clear or slightly tinted. Dark-tinted, spandrel, frosted, back-painted, and smoked glass are discouraged on the front of buildings. If part of the architectural design, they should be used sparingly and only where necessary to screen the function of the interior space (such as storage areas, kitchens, bathrooms). Mirrored or reflective glass is not permitted within the Business District.
- f. Expanses of walls should not be visible from the public right-of-way. Consideration should be given to incorporating features such as display windows, and material and color variations.
- g. Ground floor windows can be used for displays; however business owners shall allow full and unobstructed views into their businesses. Completely obstructing windows from the interior of a building with shelving, display cases, or other objects is discouraged. features such as display windows, and material and color variations.

**VILLAGE BOARD RESPONSE:** *The proposed ground floor windows are full glass panel doors. The upper floor windows are recessed rather than flush with the surface of the building. No expanses of walls are visible from the public right-of-way, as windows wrap the entire building.*

(8) Roofs and Dormers

- a. Rooflines, roof slopes, and architectural details should complement the building's architectural style.
- b. Dormers and gables with purposeful space are encouraged to be incorporated within the roof structure of a building, and not just applied decorative elements. Shed dormers should not extend for more than 50% of the façade length.
- c. Sloped mansard style roofs are prohibited within the Business District.
- d. Roof parapets shall be utilized only in achieving the appropriate gabled architecture.
- e. Cornices and other decorative detail are strongly encouraged along the rooflines of buildings.
- f. Eaves should have depth and should be appropriate to the building's architectural style as to create shade and shadow on the upper floor of the building. Eaves should be of sufficient depth to accommodate ornamentation such as decorative brackets, dentils and cornices.
- g. Slate roofing is encouraged in the Business District, although clay tile and simulated slate or tile may also be permitted provided they are consistent with the architectural style and of high quality. Cedar shingles, cedar shakes, and asphalt shingles, including architectural shingles, are not encouraged.

- h. Flashing, gutters, and downspouts are encouraged to be copper or other high quality, metal materials.

**VILLAGE BOARD RESPONSE:** *The proposed pitched roofs and traditional gabled forms attempt to reflect Kenilworth's architectural vernacular. A more traditional mansard roof was incorporated into the design to reflect recommendations from the Architectural Review Commission. The use of slate tiles is proposed for roofing materials. Cornices were incorporated and lowered to help soften the bulk of the building.*

(9) Awnings and Canopies

- a. Awnings are desired elements as they protect pedestrians from the elements, add color and visual interest to the street, and contribute significantly to an area's pedestrian scale and interest.
- b. Canopies should only be utilized for entrances to the residential portions of buildings within the Business District.
- c. Awnings and canopies shall be made of a canvas or durable fabric material that can be easily cleaned. Hard plastic, vinyl, metal or other materials are prohibited.
- d. Internal illumination of awnings is prohibited.
- e. Awnings shall be constructed and erected so that the lowest portion of the projecting frame and descending skirt shall not be less than 7'6" above the level of the sidewalk or ground located below the awning.
- f. Awnings may project over the public way but they should not be within two feet of the curb line of a public street. A recommended minimum awning projection is three feet; however the projection should be consistent with the style of awning and scale of the building.
- g. Where several storefronts are developed as a single building, they should have awnings of a similar style, alignment, and color in order to maintain a sense of visual continuity.
- h. Awnings and canopies should fit within the frame of the storefront window; they should not hide the building's façade, distort its proportions, or cover architectural features.
- i. Awnings may be fixed or retractable. Retractable awnings must be kept either in the fully projected position or the fully closed position. Fixed awnings are to have concealed rigid metal frames. Retractable awnings should have a canopy cover and retractable rollers mounted to the building
- j. The color of awnings and canopies shall complement and enhance the overall color scheme of the building façade. Recommended colors are solid black, dark green and dark blue.

**VILLAGE BOARD RESPONSE:** *There are proposed awnings and canopies over the proposed business and residential entry ways. The proposed awnings and canopies are consistent with the design guidelines.*

(10) Lighting

- a. Appropriate and judicious lighting of a building's façade is encouraged to identify stores and businesses, promote a sense of safety and security, and highlight prominent buildings and building features in the Business District. Excessive up-lighting shall be avoided to reduce light pollution
- b. Lighting shall be used to illuminate pedestrian and parking areas.
- c. Lighting shall provide a sense of safety without having a negative effect on neighboring properties and shall be located, aimed, lamped, or shielded to

- minimize glare, sky glow, and stray light. Lights should not shine across property lines, especially along alleys and into residential neighborhoods.
- d. Lighting in the rear or side of Business District properties, including parking lot and building lighting, shall not spill over into adjacent residential areas.
  - e. Building lighting fixtures should be subtle and understated, and consistent with the architectural style of the Business District.
  - f. Fluorescent lighting with exposed fluorescent lamps is discouraged in street-level interiors where visible from the public way.
  - g. Light fixtures and poles for parking areas should be consistent with the Village's architectural style.
  - h. Exterior lighting with an incandescent quality is encouraged, regardless of the lamp type, to create a warm atmosphere.

**VILLAGE BOARD RESPONSE:** *Exterior lighting fixtures will use full cut-off and shielded designs so that no glare reaches adjacent properties. Safe lighting levels will be provided at the public street level.*

- (11) Parking, Overhead Doors and Service Areas
- a. When possible, parking lots should be located behind buildings. Parking lots in front of buildings are discouraged. Infill redevelopment of existing surface parking lots located between buildings is encouraged.
  - b. Access to parking lots should be provided from alleys to maximize the development potential of the Business District and to maintain a safe and comfortable pedestrian environment along Green Bay Road.
  - c. New curb cuts and access drives are discouraged along Green Bay Road, and redundant and unnecessary curb cuts should be eliminated.
  - d. Parking lots should be screened from view from all public right-of-way except alleys, including sidewalks and streets, through the use of landscaping and low masonry walls. Planters and landscaped areas should buffer parking and service areas from adjacent uses. Plantings should consist of low evergreen and deciduous shrubs planted in conjunction with low-growing annual or perennial plants and groundcover. Large expanses of exposed mulch shall be avoided.
  - e. Parking lot landscaping should include "landscape islands" at a ratio of approximately one per fifteen parking spaces. Landscape islands should consist of canopy trees (initially 3 to 4 inches in caliper), attractive groundcover, and/or decorative shrubs (initially 2 to 3 feet in height).
  - f. All parking lots should be well marked, sufficiently lit, provided with proper drainage and include clearly marked pedestrian pathways.
  - g. In order to reduce or minimize paved parking areas, shared parking is encouraged where adjacent buildings have interior uses which offset each other in their use of the parking lot subject to the requirements of the zoning ordinance. For example, a business with daytime employee and shopper parking may create an opportunity for evening use of the same lot by evening shoppers or restaurant patrons.
  - h. Trash receptacles, dumpsters and service areas shall be located inside the primary building or be fully enclosed by masonry walls and screened with landscaping.
  - i. Service areas and overhead doors are to be located off secondary streets or alleys. All service areas are to be treated with masonry walls and/or appropriate landscaping at 6 feet in height from the ground level.
  - j. Decorative metal fencing should be used where appropriate to enhance and define open spaces, landscaped areas and building entrances. Such fencing should not be more than four feet in height. Chain link fences are prohibited.

- k. The rear of commercial buildings shall be well kept, with rear exterior walls being comparable to the facades. Secondary rear entrances to stores and shops are encouraged in blocks where public parking or pedestrian walkways are located behind the buildings.
- l. Mechanical equipment must not be visible from the public right-of-way. Roof-mounted equipment should be located so as not to be visible from the primary or secondary approach and screened from residential areas.
- m. Grade-level mechanical and utility equipment should be screened from public view with an enclosure or screening element integral to the building design, masonry walls or landscaping.

**VILLAGE BOARD RESPONSE:** *The proposed parking garage is built into the ground floor of the development, with entry via the alley. The garage access includes chamfered corners to setback the entry to match neighboring garage apron access. The parking garage is intended for residents of the building only. Ductwork, HVAC, waste handling will be located away from adjacent residential windows and public view. The design will include screening of visible service or mechanical areas, landscaping buffers, and architectural transitions so that the building's form does not seem harsh or jarring to adjacent properties.*

(12) Other Considerations

- a. Sidewalk seating and tables for cafes are encouraged. However, these improvements should not overwhelm the sidewalk nor impede pedestrian circulation along the sidewalk.
- b. Parkway landscaping should consist of salt-tolerant street trees, groundcover and perennials. Street trees and other landscaping along the public rights-of-way should be protected from motorized and pedestrian traffic by street curbs and tree grates.
- c. Landscaping should be healthy and attractive. Maintenance programs performed on a regular basis should be established as part of new development approvals. Maintenance should include turf mowing, periodic fertilization, pruning, and the clean-up of litter and debris.
- d. Decorative planters may be placed at Business District entrances only where they will not impede the safe flow of pedestrian traffic.
- e. Throughout the design and building process, the Village encourages a sustainable approach that balances environmental responsiveness, resource efficiency, and cultural and community sensitivity, with the owner's economic viability. Using the USGBC LEED Rating System as a tool or guide is a good measure of a project's sustainable performance and benefits the property owner, the residents, and the planet.

**VILLAGE BOARD RESPONSE:** *The proposed development showcases sidewalk seating for potential businesses. Proposed landscaping includes planters and rooftop plantings.*

Exhibit C

**Findings of Fact for PUD Application**

(1) *Special use standards.* No special use for a planned development shall be recommended or granted pursuant to this section unless the applicant shall establish that, in addition to the standards set forth in this section [153.246\(C\)](#), the proposed development will meet each of the standards made applicable to special uses pursuant to § [153.245\(G\)](#).

(1) The necessity for the public convenience at the particular proposed location.

**VILLAGE BOARD RESPONSE:** *The development provides two ground floor retail spaces within walking distance the Metra Station, Pace Bus stops and nearby residential properties. Seven condominiums are proposed in total, offering residents an opportunity to downsize within the community near public transportation. Limited opportunities for luxury condominiums exist in Kenilworth. The proposed retail and residential space are in line with Kenilworth's objectives stated in the Green Bay Road Corridor Vision.*

(2) The effects of the proposed design, location and operation on the public health, safety and welfare.

**VILLAGE BOARD RESPONSE:** *The development includes 14 off-street parking spaces that are accessed through the alley, which will mitigate traffic impacts. Traffic generated will be similar or less than what would otherwise be generated by the two existing commercial spaces. The proposed development is 70% less commercial space than the existing buildings, and residents occupying the seven units will utilize the off-street parking spaces.*

(3) Injury to the value of other property in the neighborhood in which it is proposed to be located.

**VILLAGE BOARD RESPONSE:** *The development will bring fresh retail space and contribute to beautifying the B-District. The enhanced aesthetic and community amenities will add value to neighboring properties.*

(4) Interference with the use and enjoyment of neighboring properties.

**VILLAGE BOARD RESPONSE:** *The development will offer the community an enhanced streetscape and new retail in the B-District. The property at 519 Park Drive has been vacant for several years, limiting the community's ability to enjoy the commercial corridor.*

(5) Compatibility with permitted uses in the district in which it is proposed to be located.

**VILLAGE BOARD RESPONSE:** *Above floor residential is a permitted use in the B-District. The uses of the first floor retail space will be evaluated once occupants are identified.*

(6) Increased traffic congestion on public ways or increased parking required on public ways.

**VILLAGE BOARD RESPONSE:** *The development includes 14 off-street parking spaces that are accessed through the alley, which will mitigate traffic impacts. Traffic generated will be similar or less than what would otherwise be generated by the two existing commercial spaces. The proposed development is 70% less commercial space than the existing buildings, and residents occupying the seven units will utilize the off-street parking spaces.*

(7) Damage or destruction of natural scenic or historic features of significance to the village or the immediate neighborhood.

**VILLAGE BOARD RESPONSE:** *No natural scenic or historic features will be impacted as part of the development. While the architecture of 515 Park Drive is notable, it is not specifically of historic merit.*

(8) In the case of playground equipment, in addition to the foregoing applicable factors, its proximity to and effect on neighboring properties, its expected intensity of use, and the consistency of the equipment and its expected use with play equipment customarily associated with a residential use.

**VILLAGE BOARD RESPONSE:** *This standard is not relevant to the Application, as no playground equipment is proposed.*

(2) *Minimum area of development.* The applicant shall have the burden of establishing that the subject property is of sufficient size and shape to be planned and developed as a unified whole capable of meeting the objectives of planned unit developments pursuant to this section.

**VILLAGE BOARD RESPONSE:** *Portions of the building exceeding 40' will be setback to minimize the visual impact. Available light supply is generally in line with what would be expected for a building constructed by-right. Parking beyond what is required by the Village Code has been included, which will offset traffic impacts.*

(3) *Unified ownership required.* The entire property proposed for planned development treatment shall be in single ownership or under unified control as to ensure that the entire property will be developed as a unified whole. All the owners of the property shall be included as joint applicants on all applications and all approvals shall bind all owners. The violation of any owner as to any tract shall be deemed a violation as to all owner and all tracts.

**VILLAGE BOARD RESPONSE:** *The property will be under ownership by RED3 Development, LLC.*

(4) *Compliance with village code required.* Construction and improvements with any planned unit development shall comply with all applicable village ordinances. Any proposed deviation from village standards or requirements must be clearly listed on the preliminary plan application and fully justified as being both necessary to the proper

development of the property and consistent with the objectives set forth in the applicable section of the village code.

**VILLAGE BOARD RESPONSE:** *The development is not viable without exceeding the Village's 40' height maximum, which is permitted as a special use. The height exceeding what is permitted is setback and not visible at street level. Light supply impacts are similar to would occur with a 40' structure.*

(5) *Design requirements.* The planned unit development as a whole, as well as the individual buildings and site improvements constructed as part of the planned unit development, shall be in general conformity with the Kenilworth Design Guidelines—Business District.

**VILLAGE BOARD RESPONSE:** *The proposed building design is compatible with neighboring buildings and is in keeping with the community's character. The Applicant has added dimension to the bulk, expanded building setbacks, and modified the roofline to conform with the Design Guidelines.*

(6) *Compatibility of uses and design.* The uses permitted in the planned unit development shall be compatible with each other and with existing land uses in the surrounding area. Uses shall be deemed compatible if all of the following criteria are met.

(a) The individual uses in the planned unit development must be permitted uses or permitted special uses in the B Business District, unless a use deviation is approved by the Board of Trustees. Any individual use that is allowed only as a special use in the B Business District must individually meet the standards for the granting of special use permits, as established in § [153.245](#).

(b) The uses must be designed and located in conformity with the surrounding development and adjacent properties.

**VILLAGE BOARD RESPONSE:** *Above floor residential is a permitted use in the B-District. The uses of the two first floor retail spaces will be evaluated against the special use standards once occupants are identified.*

(7) *Covenants and restrictions to be enforceable by village.* All covenants, deed restrictions, easements and similar restrictions to be recorded in connection with the planned unit development shall provide that they may not be modified, removed or released without the express consent of the Board of Trustees and that they may be enforced by the village as well as by future landowners within the proposed development.

**VILLAGE BOARD RESPONSE:** *The Ordinance may only be amended in line with the procedures outlined in section 153.246 of the Kenilworth Village Code and shall be recorded with Cook County upon its passage.*

(8) *Public open space and contributions.* Whenever the village comprehensive plan or official map indicates that development of a planned unit development will create a need for land for public purposes of the village within the proposed planned unit development, the Board of Trustees may require that the area be designated and to the extent the need is specifically and uniquely attributable to the proposed development, dedicated to the village for the use. In addition, the Board of Trustees may require

evidence that all requirements of village ordinances pertaining to the dedication of land or the contribution of cash in connection with subdivisions or developments of land have been met as respects the proposed planned unit development.

**VILLAGE BOARD RESPONSE:** *Not applicable.*

(9) *Common open space.*

(a) *Amount, location and use.* When common open space is provided in a planned unit development, the amount and location of the open space shall be consistent with its intended function as set forth in the application and planned unit development plans. No open space shall be used for the construction of any structure or improvement except the structures and improvements as may be approved in the final plan as appropriate to the intended leisure and recreational uses for which the open space is intended.

(b) *Preservation.* Adequate safeguards, including recorded covenants or dedication of development rights, shall be provided to prevent the subsequent use of common open space for any use, structure, improvement or development other than that shown on the approved final plan. The restrictions must be permanent and not for a given period of years and must run with the land.

(c) *Ownership and maintenance.* The final plan shall include provisions for the ownership and maintenance of the open space and improvements as are reasonably necessary to ensure their continuity, care, conservation, maintenance and operation in accordance with predetermined standards and to ensure that remedial measures will be available to the village if the open space or improvements are permitted to deteriorate or are not maintained in a condition consistent with the best interests of the planned unit development or the village.

**VILLAGE BOARD RESPONSE:** *Not applicable.*

(10) *Property owners' association.* When the requirements of paragraph(C)(9) above are to be satisfied by the ownership or maintenance of the open space or improvements by a property owners' association, the association shall meet each of the following standards.

(a) The bylaws and rules of the association and all declarations, covenants and restrictions to be recorded must be approved as part of the final plan prior to becoming effective. Each document shall provide that it shall not be amended in any manner that would result in it being in violation of the requirements of this subsection.

(b) The association must be established and all covenants and restrictions recorded prior to the sale of any property within the area of the planned unit development designated to have the exclusive use of the proposed open space or improvements.

(c) The association must be responsible for casualty and liability insurance, taxes and the maintenance of the open space and improvements to be deeded to it.

(d) Membership in the association must be mandatory for each property owner, and any successive owner, having a right to the use or enjoyment of open space or improvements.

(e) Every property having a right to the use or enjoyment of the open space or improvements must pay its pro rata share of the cost of the association by means of an

assessment to be levied by the association that meets the requirements for becoming a lien on the property in accordance with statutes of the state.

(f) The association must have the right to adjust the assessment to meet changed needs. The membership vote required to authorize the adjustment shall not be fixed at more than 51% of the members voting on the issue.

(g) The village must be given the right, but not the obligation, to enforce the covenants.

(h) The village must be given the right, after ten days' written notice to the association, to perform any maintenance or repair work that the association has neglected to perform, to assess the membership for the work and to have a lien against the property of any member failing to pay the assessment. For this purpose alone, the village shall have all the rights and powers of the association and its governing body under the agreements and declarations creating the association.

**VILLAGE BOARD RESPONSE:** *Not applicable.*

(11) *Landscaping and perimeter treatment.* Any area of a planned unit development not used for structures or circulation elements shall be landscaped or otherwise improved. The perimeter of the planned unit development shall be treated so as to ensure compatibility with surrounding uses by means such as provision of compatible uses and structures; setbacks; screening; or natural or human-made buffers.

**VILLAGE BOARD RESPONSE:** *Not applicable; building / impervious surface are proposed to be lot line to lot line.*

(12) *Utilities.* All utility lines shall be installed underground.

**VILLAGE BOARD RESPONSE:** *Not applicable to preliminary PUD review.*

(13) *Traffic plan.* The final plan for the planned unit development shall include a traffic plan that identifies points of ingress and egress, streets, alleys and interior circulation routes. The traffic plan shall be designed to minimize traffic congestion in the public streets adjoining the planned unit development and to facilitate the free flow of both vehicular and pedestrian traffic, within the planned unit development. The streets, alleys and other traffic thoroughfares approved in planned unit development shall comply with the minimum requirements of the village's ordinances, rules and regulations, unless a deviation is approved by the Board of Trustees.

**VILLAGE BOARD RESPONSE:** *Final plan not yet submitted. To be reviewed upon submittal of final plan.*

(14) *Range of uses.* The planned unit development shall accommodate, as appropriate, a mix of office/service, retail commercial, and residential land uses.

**VILLAGE BOARD RESPONSE:** *Retail and residential space are proposed for the development.*

(15) *Enhancing community.* The planned unit development shall promote a strong community identity and opportunities to interact while building a healthy commercial tax base.

**VILLAGE BOARD RESPONSE:** *The mixed-use building meets the spirit of the Green Bay Road Corridor Vision by enhancing the streetscape, adding vibrancy, creating luxury condominiums for local families looking to downsize, and providing the potential for places to gather through two new commercial spaces. Occupied retail and residential spaces will bring in new sales and property tax revenue. The building at 519 Park Drive has been long vacant and not generating revenue.*

(16) *Public benefit.* The planned unit development shall provide a substantial benefit to the village and the public by maintaining the essential quality, viability and attractiveness of village's business district while encouraging new economic development consistent with the character of the village.

**VILLAGE BOARD RESPONSE:** *New development at this scale will create momentum to meet the Village's long-term goal of revitalizing the business district. The building character is compatible with the community's aesthetic and quality and brings owner-occupied condominiums not currently available in Kenilworth. Owner-occupied units reduce turnover, which in turn reduces the likelihood of nuisances that impact property values.*

(D) *Supplemental standards.* The appropriateness and viability of a planned unit development may also be evaluated by the Plan Commission and the Board of Trustees based on the following supplemental criteria:

(1) Additional landscaping, buffering or screening within or around the perimeter of the planned unit development;

**VILLAGE BOARD RESPONSE:** *Building scale is minimized by evergreen landscaping on the fourth floor allowing it to blend into the tree canopy. Landscaping will soften the appearance of the residence planned for the fourth floor.*

(2) Location and screening of parking facilities;

**VILLAGE BOARD RESPONSE:** *Parking is fully enclosed within the first floor.*

(3) Community amenities (such as, but not limited to, public art and gardens, public transportation shelters);

**VILLAGE BOARD RESPONSE:** *New retail commercial spaces create the opportunity for desirable retail or service uses, such as a coffee shop or restaurant.*

(4) Inclusion of sustainable design and green architecture;

**VILLAGE BOARD RESPONSE:** *Green architecture elements were not included in the proposal.*

(5) Preservation of environmental features; and

**VILLAGE BOARD RESPONSE:** *Not applicable.*

(6) Preservation of historic features.

**VILLAGE BOARD RESPONSE:** *No natural scenic or historic features will be impacted as part of the development. While the architecture of 515 Park Drive is notable, it is not specifically of historic merit. To account for the loss of the architectural features, several elements from 515 Park Drive have been incorporated in the proposed building design, such as large store fronts, natural stone, and slate mansard roof details.*

Group Exhibit D

**Plans**

[attached]

DRAFT

# PARK PLACE

515-519 PARK DRIVE KENILWORTH, IL 60043  
 PUD APPLICATION REVISED - 12/03/2025

## SHEET INDEX

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03	EXISTING SITE PLAN
04	PRELIMINARY SITE PLAN
05	PRELIMINARY PLAT OF SURVEY + PRELIM. UTILITY PLAN
06	TURNING RADIUS EXHIBIT
07	PRELIMINARY CONSTRUCTION LOGISTICS PLAN
08	EXISTING NEIGHBOR BUILDINGS EXHIBIT
09	PRELIMINARY SCHEMATIC PLANS
10	PRELIMINARY SCHEMATIC LAYOUTS
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18	PRELIMINARY EXTERIOR VIEW - GREEN BAY RD
19	PRELIMINARY EXTERIOR VIEW - EARLSTON RD (DAY)
20	PRELIMINARY EXTERIOR VIEW - EARLSTON RD (NIGHT)
21	PRELIMINARY EXTERIOR VIEW - SE PARK AVE
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23	PRELIMINARY EXTERIOR VIEW - SW PENTHOUSE
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25	PRELIMINARY EXTERIOR VIEW - NW ALLEY
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33	SITE VIEWS (UPDATED MODEL) WINTER
34	SITE VIEWS (UPDATED MODEL) WINTER
35	SITE VIEWS (UPDATED MODEL) WINTER

### PROJECT DESCRIPTION

NEWLOOK DESIGN | BUILD + DEVELOPMENT, is proposing a new project at 515-519 Park Drive in Kenilworth. The proposed development introduces a four-story, mixed-use building designed to reinforce the architectural identity and walkability of Kenilworth's business district. The project includes active ground-floor commercial uses and seven residential units above, supported by 14 parking spaces in an enclosed interior garage. The planning approach prioritizes compatibility with the surrounding context while contributing to the vibrancy of the block. Pitched roofs and traditional gabled forms reflect Kenilworth's architectural vernacular, while activated storefronts are introduced in line with the Green Bay Corridor's 2040 Vision. The massing steps back at the second floor in the middle portion, as well as at the fourth level to reduce perceived height and maintain a pedestrian-friendly scale.

The development supports economic revitalization through flexible commercial spaces, increases residential density near transit and amenities, and eliminates visible surface parking by fully enclosing stalls within the building. It also enhances the public realm with landscaping, sidewalk seating, and direct pedestrian access, offering a balanced approach that blends traditional and modern design with functionality.

Throughout the PUD process we have welcomed the Village Commissioners and Neighbor feedback. The building has changed dramatically as a result of this feedback resulting in a building that is better suited for its community which we welcome and appreciate.

We are very excited about this redevelopment and believe it will be a huge asset for The Village of Kenilworth. We are thankful for the City Staff who have helped get this project through the planning process thus far.

### PROJECT DETAILS

**DISTRICT: B BUSINESS DISTRICT**  
 -RESIDENTIAL ABOVE GRADE ONLY

**MAXIMUM ROOF HEIGHT: 35' OR 3 1/2 STORIES**  
 -DEFINED BY TOP OF STRUCTURE (ROOF PEAK) TO GRADE

**MAXIMUM FOOTPRINT (COMBINED SITE AREA): 8,597 SQFT**

**TOTAL BLDG. AREA: 27,618 SQFT**

**SETBACKS: NONE - ZERO LOT LINE**

**TOTAL UNITS: 7 CONDO UNITS**

**RESIDENTIAL PARKING: 2 CARS FOR EVERY UNIT**  
 -2.0 PARKING TO UNIT RATIO

**COMMERCIAL PARKING: NONE**

### PROJECT TEAM

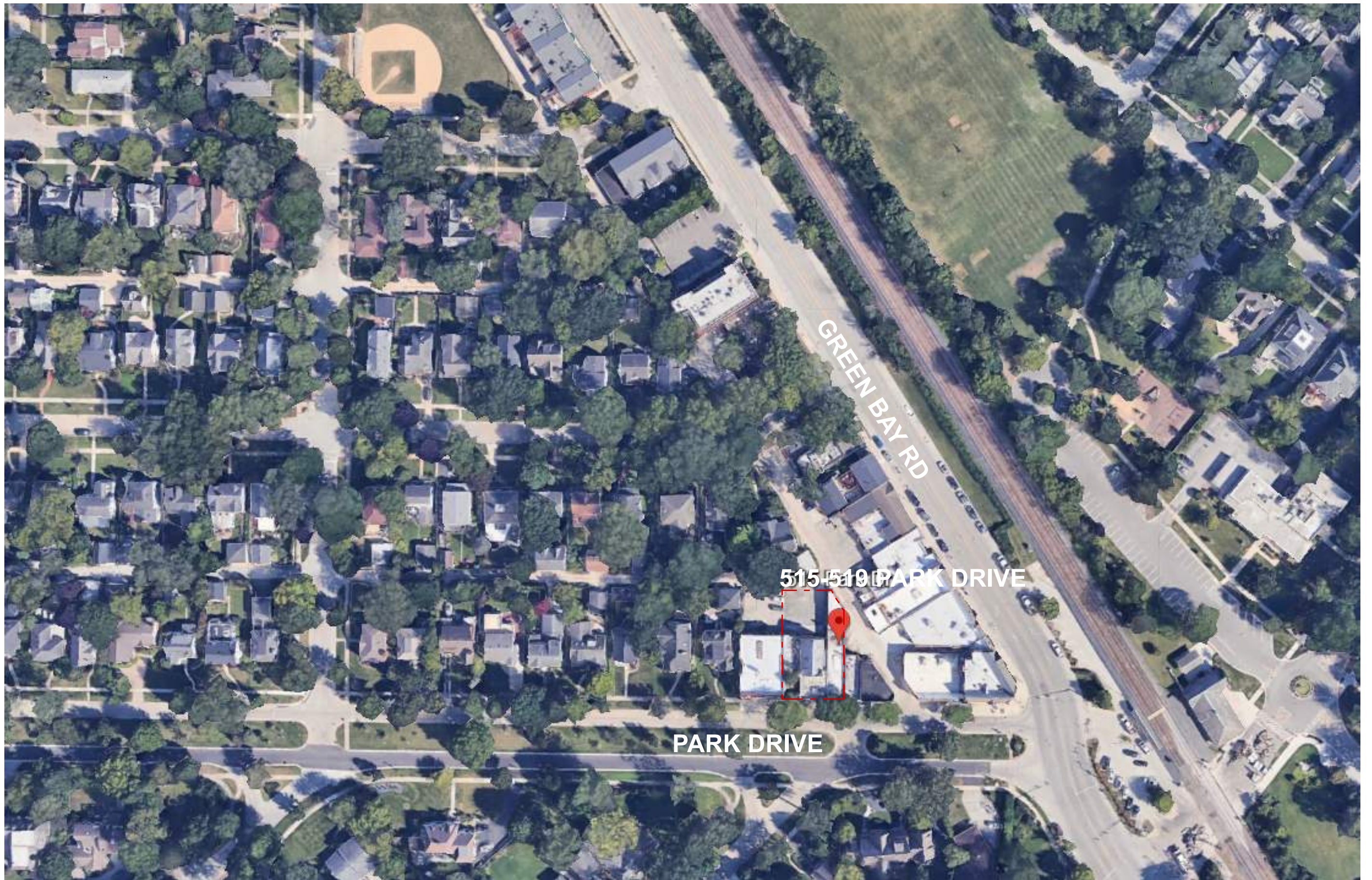
**OWNER:**  
 RED3 DEVELOPMENT  
 OWNER  
 MICHAEL FREIBURGER  
 michael@newlookdevelopment.com

**DESIGN | BUILD TEAM**  
 NEWLOOK DESIGN | BUILD + DEVELOPMENT  
 907 RIDGE RD. WILMETTE, IL 60091 224.408.2280  
 MANAGING PRINCIPAL:  
 MICHAEL FREIBURGER 847.682.8810  
 michael@newlookdevelopment.com  
 ARCHITECT OF RECORD:  
 STEVE ECONOMOU  
 steve@newlookdevelopment.com

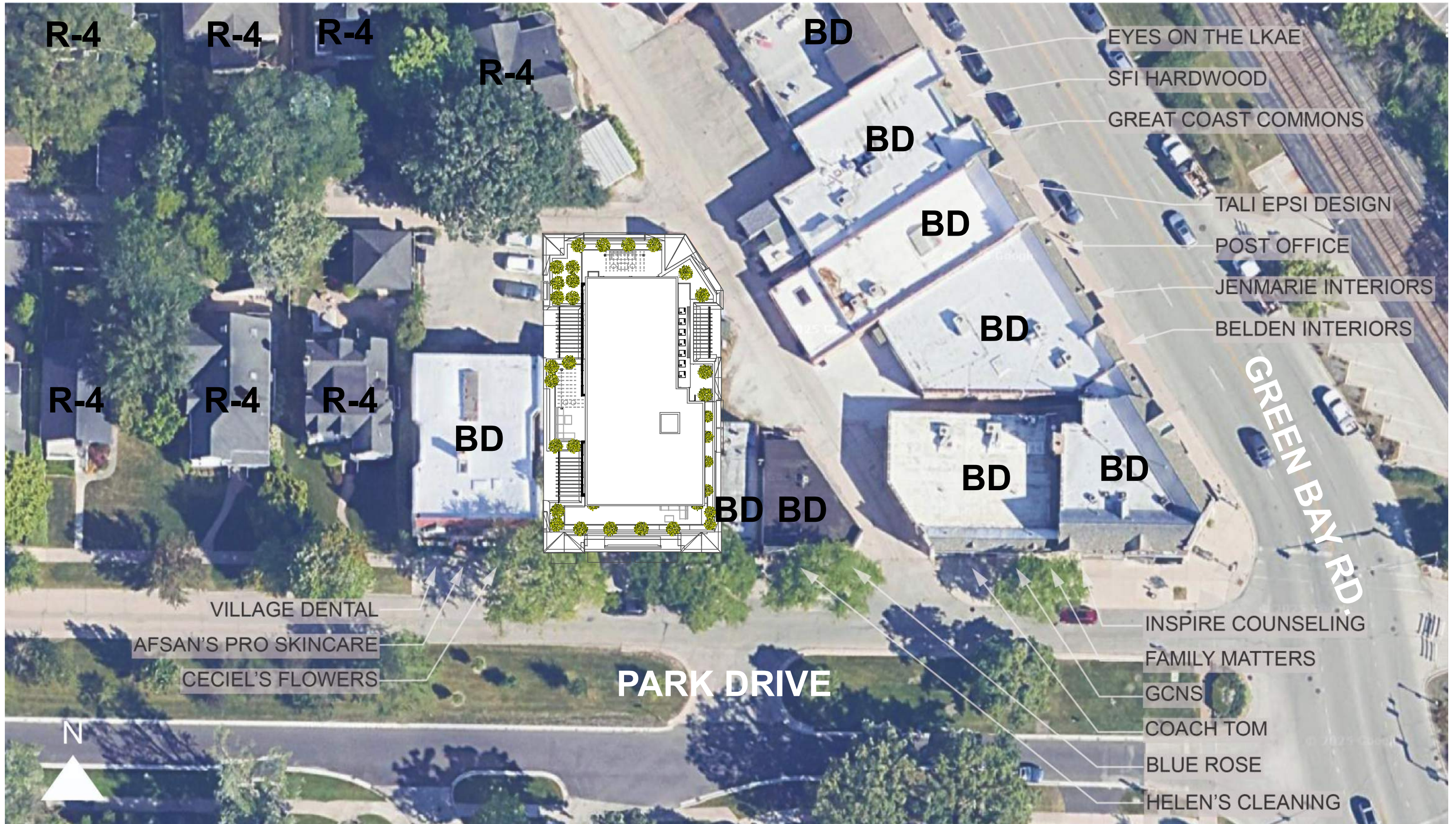
**CIVIL ENGINEER**  
 BONO CONSULTING  
 1018 BUSSE HIGHWAY, PARK RIDGE, IL 60068  
 MANAGING PRINCIPAL:  
 BERNIE BONO  
 bbono@bonoconsulting.com  
 847.823.3300

PROPOSED VIEW FROM PARK DRIVE

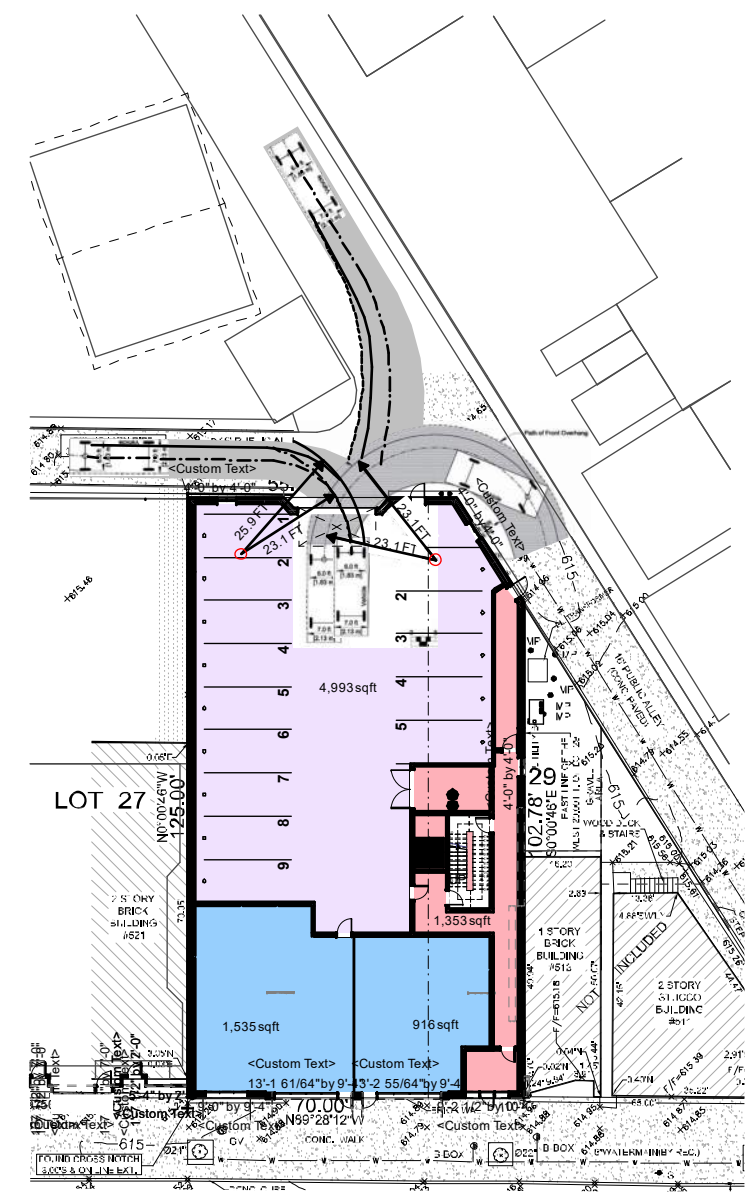
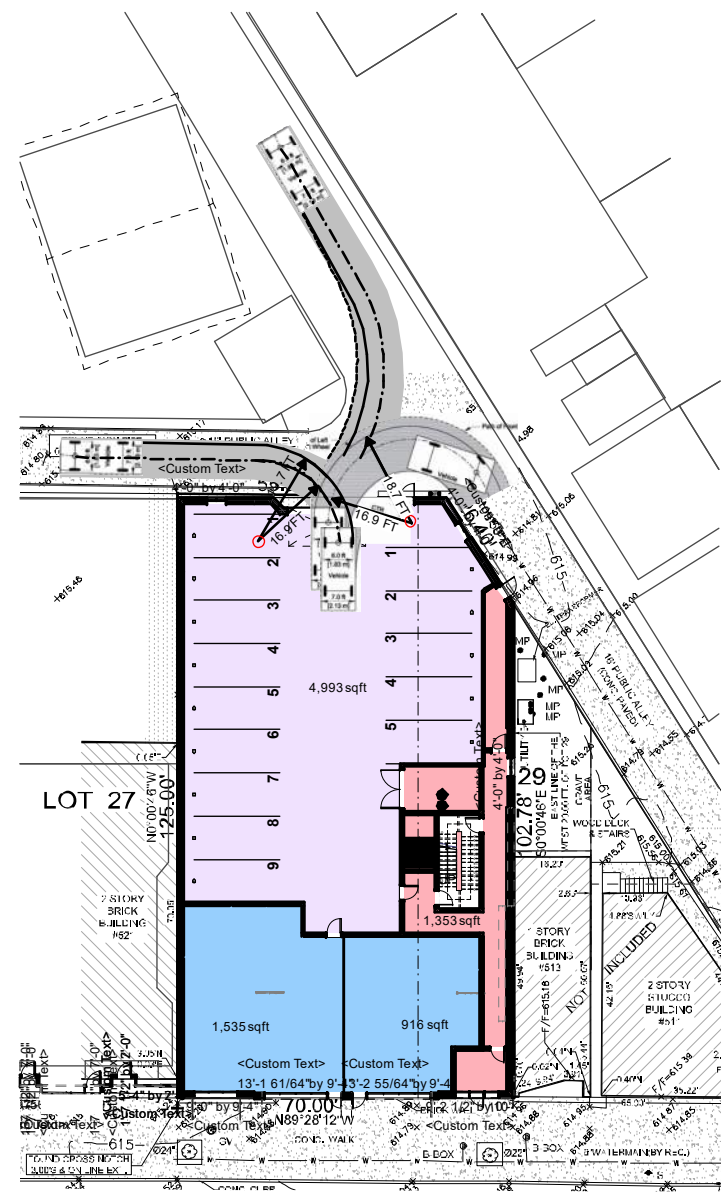
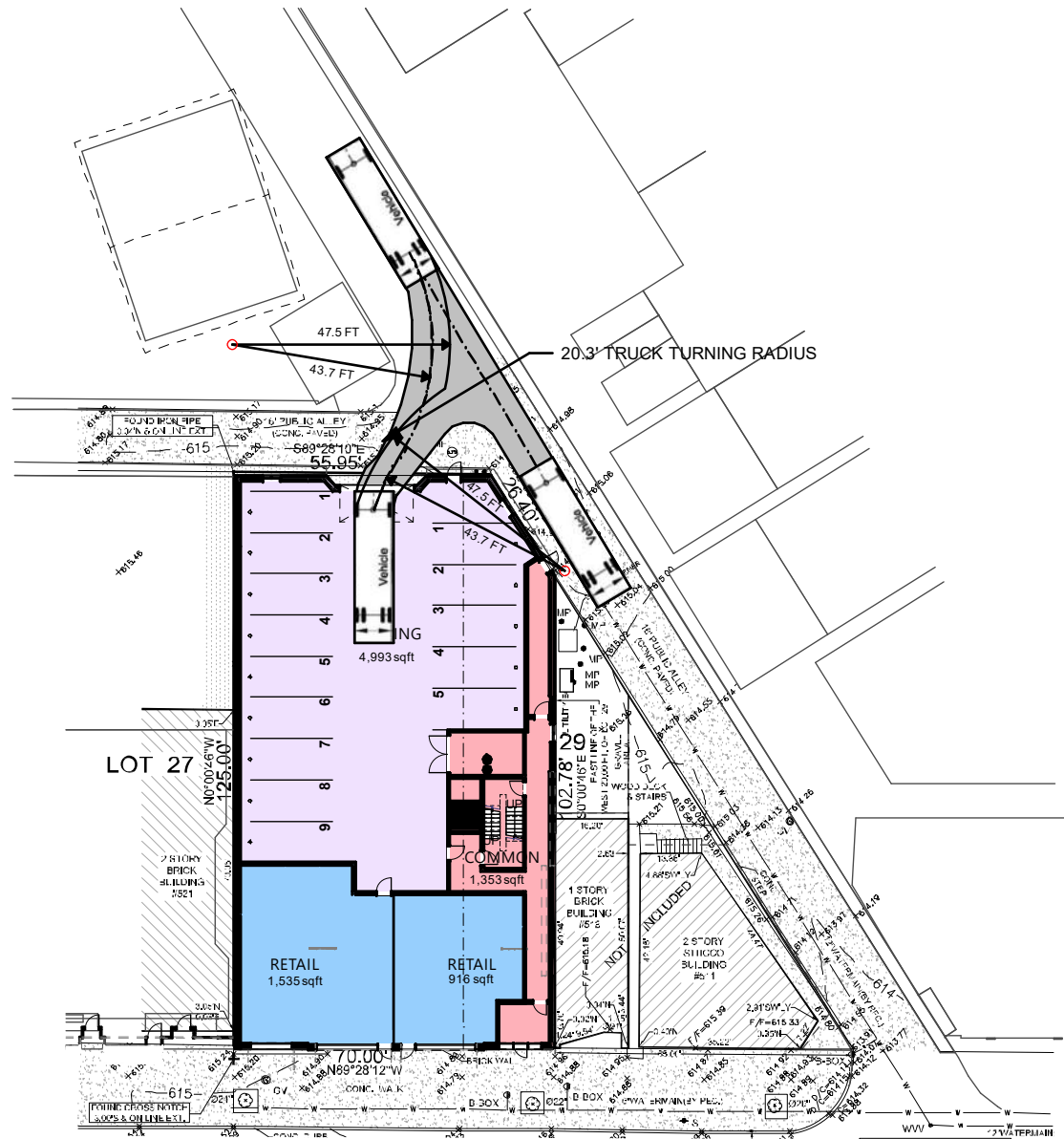
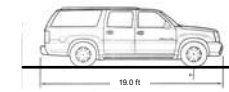
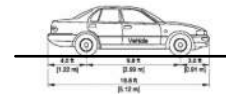
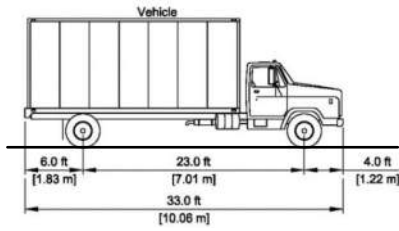












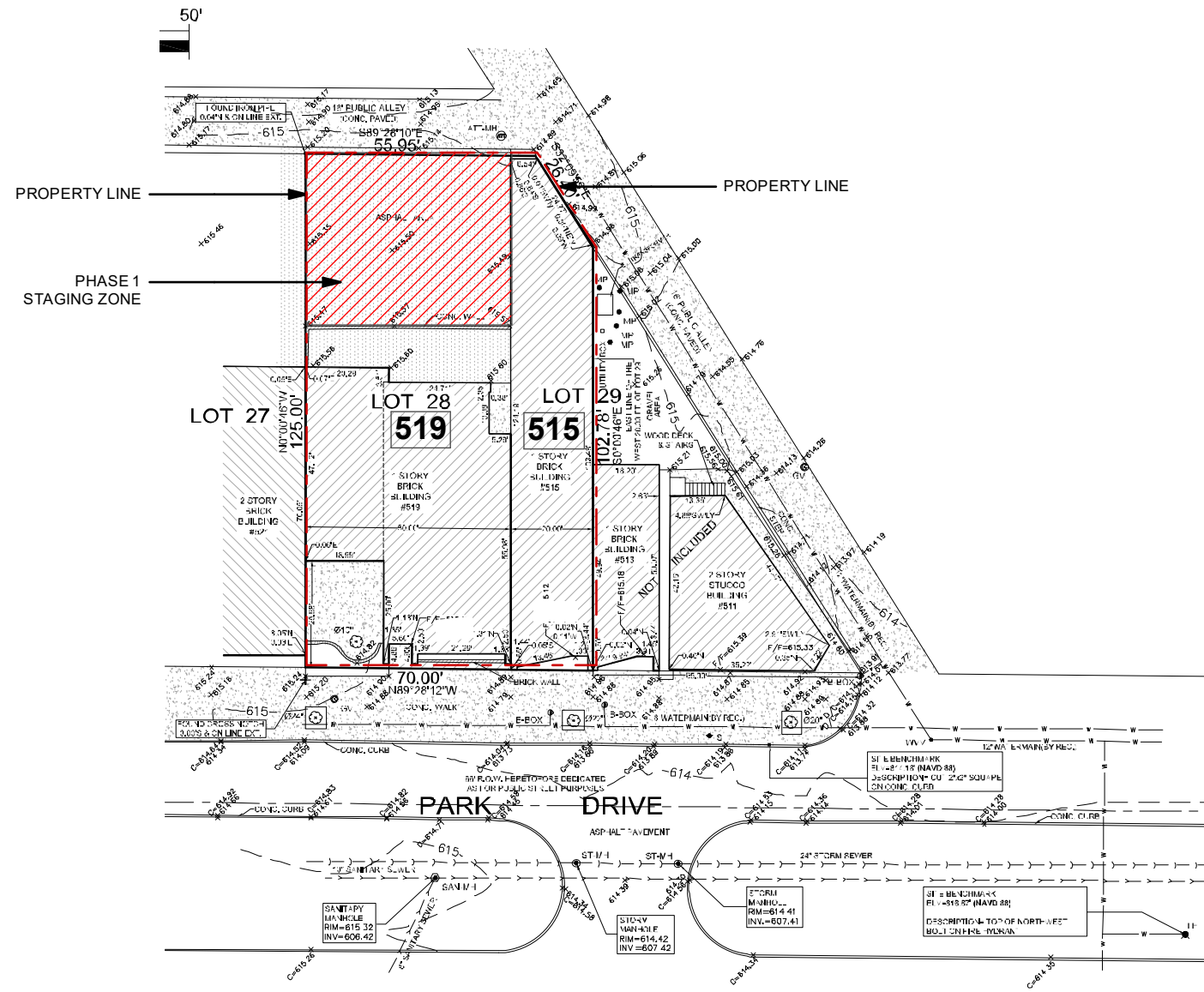
TRUCK RADIUS EXHIBIT

CAR RADIUS EXHIBIT

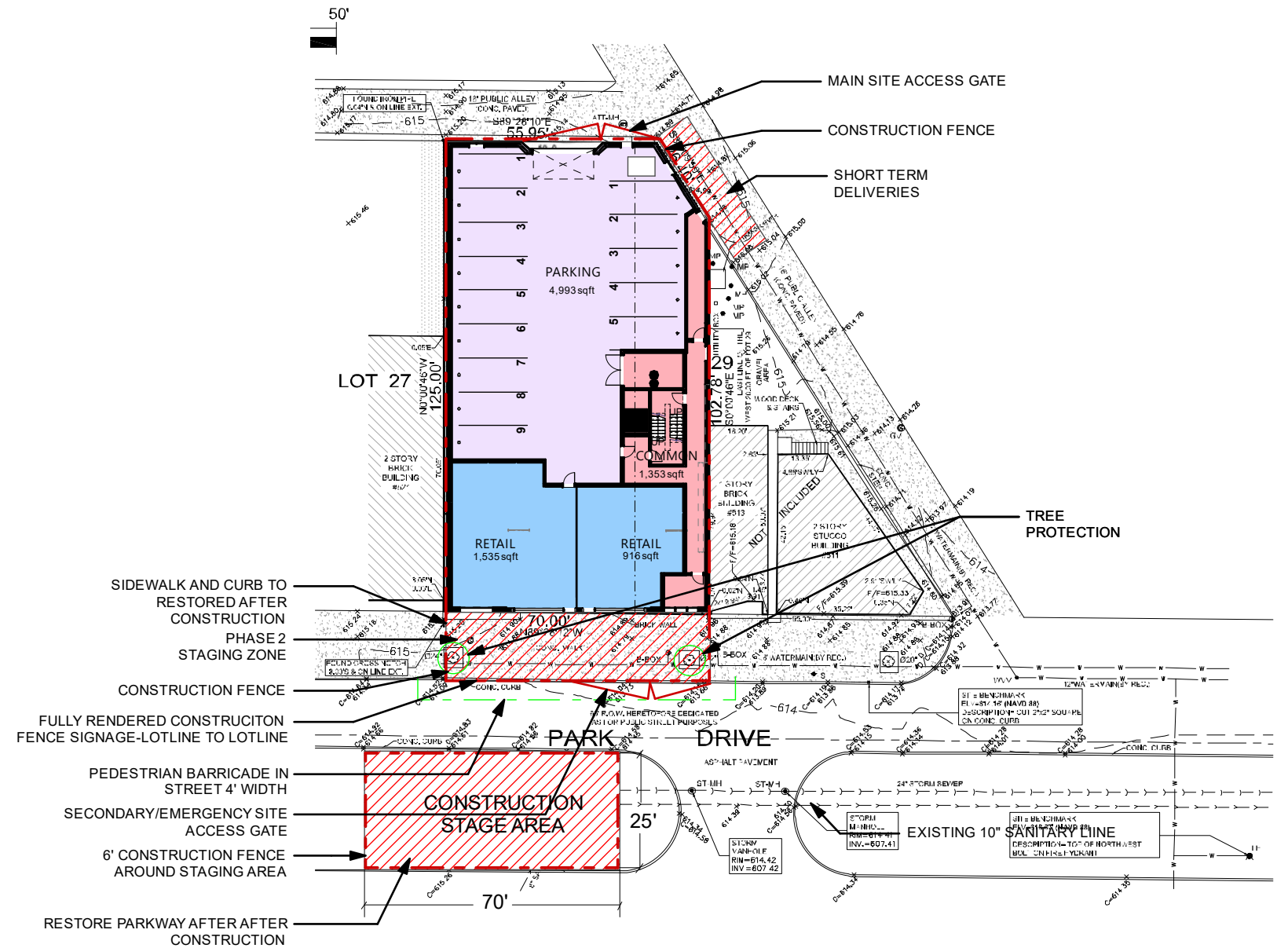
PICKUP RADIUS EXHIBIT

**GENERAL NOTES:**  
 SIDEWALK TO FULLY CLOSE DURING CONSTRUCTION WITH PEDESTRIAN DETOUR SIGNAGE PROVIDED  
 REQUEST VILLAGE PERMISSION TO TAKE (3) PARKING SPACES IN FRONT OF PROJECT.  
 REQUEST VILLAGE PERMISSION TO UTILIZE 70'X25' PORTION OF PARKWAY FOR CONSTRUCTION STAGING.

**PARKING MITIGATION PLAN:**  
 ALL CONSTRUCTION VEHICLES TO PARK ON VILLAGE OF KENILWORTH PROPERTY AND GREEN BAY ROAD. NO CONSTRUCTION PARKING TO OCCUR ON EAST/WEST RESIDENTIAL STREETS.



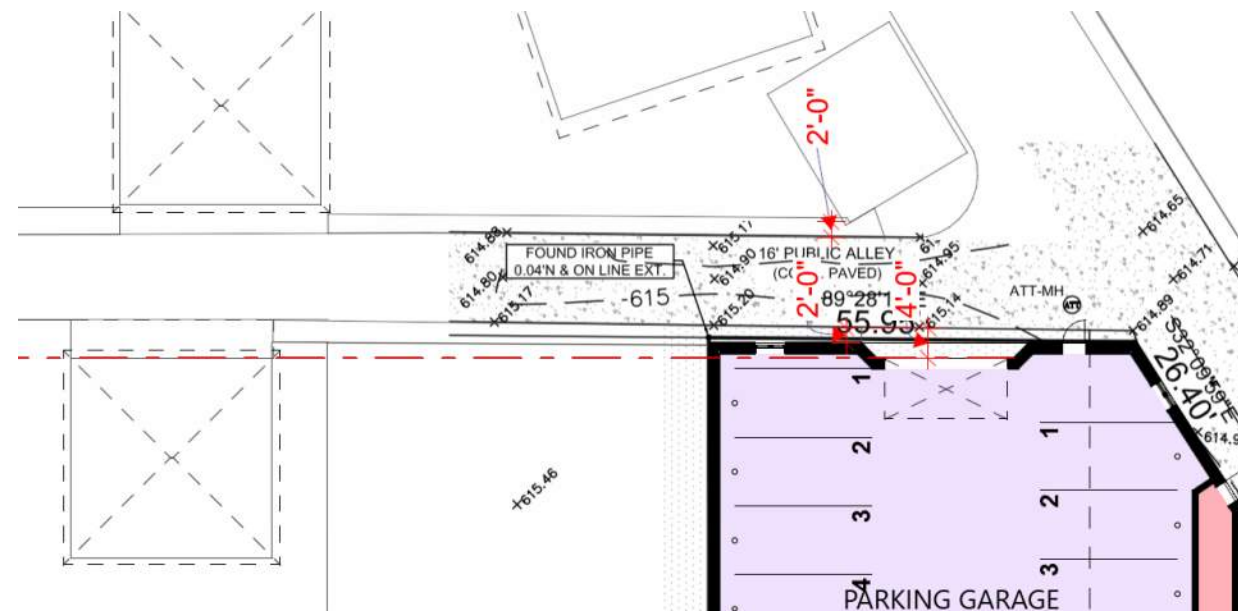
PHASE 1 - DEMO



PHASE 2 - CONSTRUCTION



BUILDING AT 521 PARK DRIVE



EXISTING GARAGE AT 525 PARK DRIVE



EXISTING GARAGE AT 525 PARK DRIVE



BUILDING AT 521 PARK DRIVE



GARAGE SET BACK - 4'-0" TO MATCH EXISTING NEIGHBORING GARAGES



EXISTING BUILDING AT 515 PARK DRIVE

**SITE DATA:**  
 519 PARK DRIVE:  
 6250 SQFT  
 0.14 ACRES

515 PARK DRIVE:  
 2347 SQFT  
 0.05 ACRES

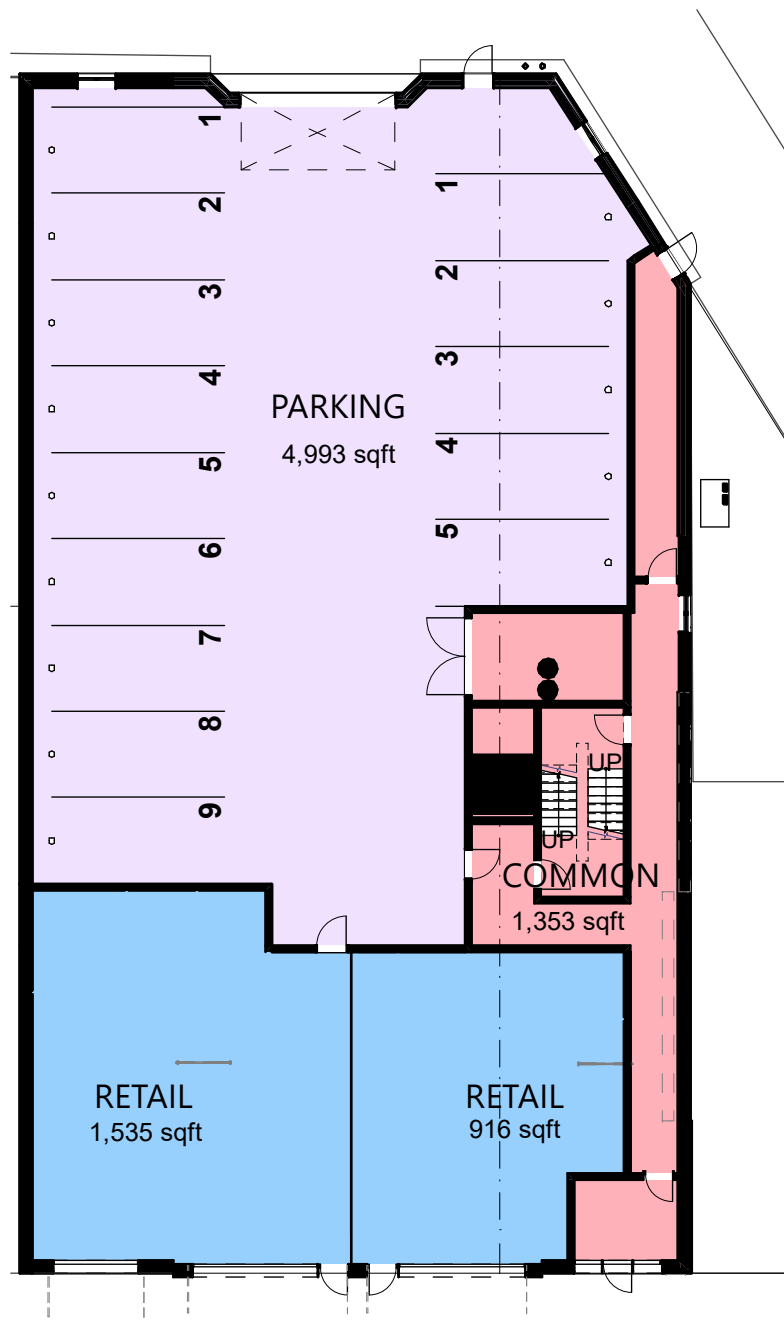
COMBINED  
 8,597 SQFT  
 0.19 ACRES

**BUILDING DATA:**  
**6+1 UNITS**  
**14 STALLS**  
**2.0 PARKING TO UNIT RATIO**

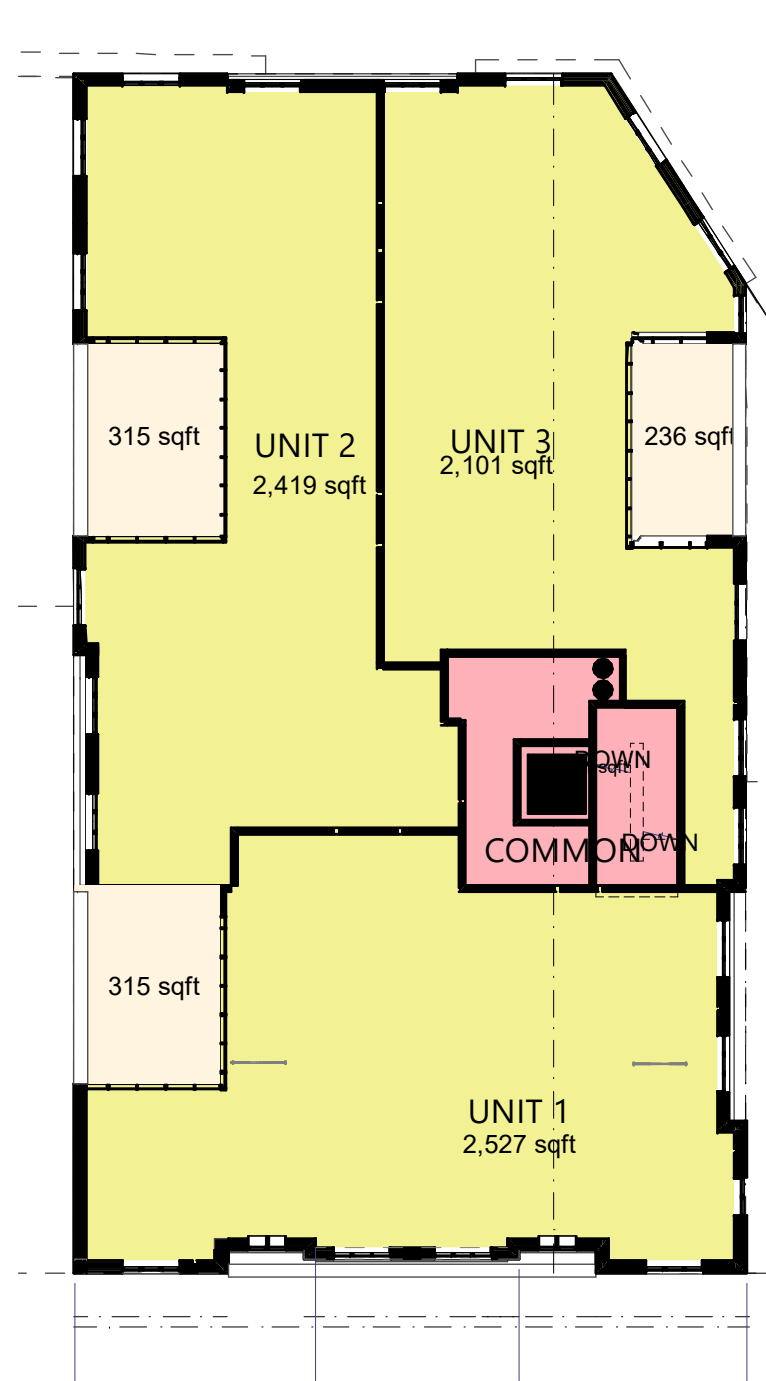
PROFORMA TOTALS  
 RETAIL = 2,451 sqft  
 FOR SALE = 17,529 sqft  
 COMMON = 2,656 sqft  
 PARKING = 4,993 sqft  
 RETAIL+FORSALE=19,980 SQFT  
**TOTAL BLDG = 27,618 sqft**  
 EFFICIENCY = 72.3%

EFFICIENCY (NIC PARKING) = 88.3%  
 \*EFFICIENCY CALCULATIONS INCLUDE RETAIL + RENTABLE

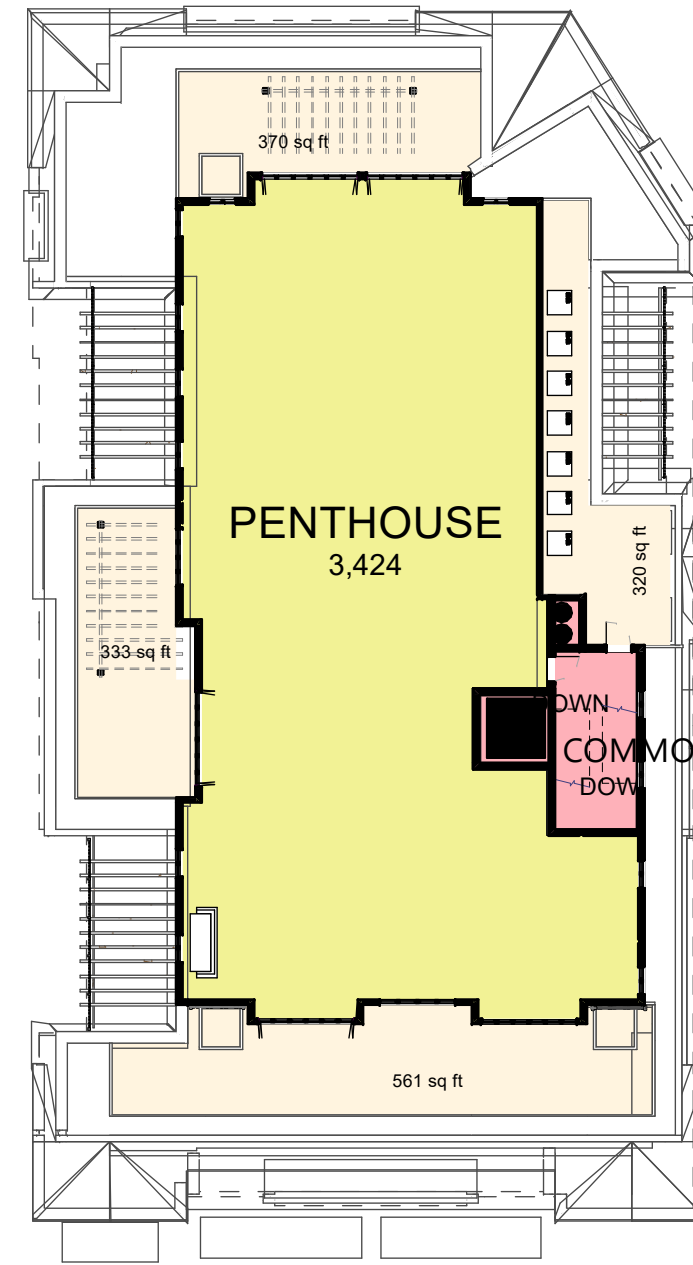
SQUARE FOOTAGE		
FLOOR	Zone Name	AREA
First Floor	COMMON	1,353
	PARKING	4,993
	RETAIL	916
	RETAIL	1,535
Second Floor	COMMON	521
	UNIT 1	2,527
	UNIT 2	2,419
	UNIT 3	2,101
Third Floor	COMMON	521
	UNIT 1	2,527
	UNIT 2	2,419
	UNIT 3	2,101
Penthouse	COMMON	261
	PENTHOUSE	3,424
		<b>27,618 ft<sup>2</sup></b>



FIRST FLOOR PLAN



SECOND AND THIRD FLOOR PLAN



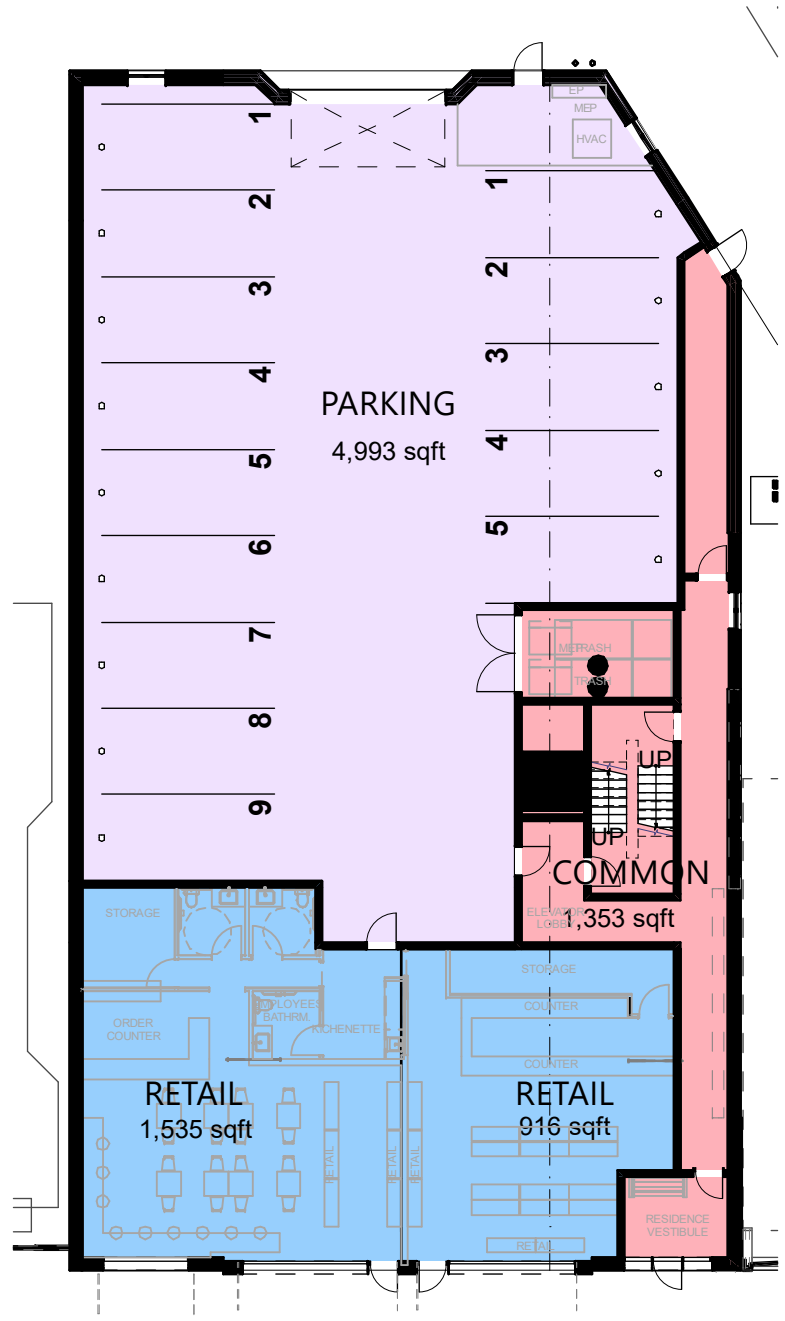
PENTHOUSE AND ROOFTOP PLAN

**SITE DATA:**  
 519 PARK DRIVE:  
 6250 SQFT  
 0.14 ACRES

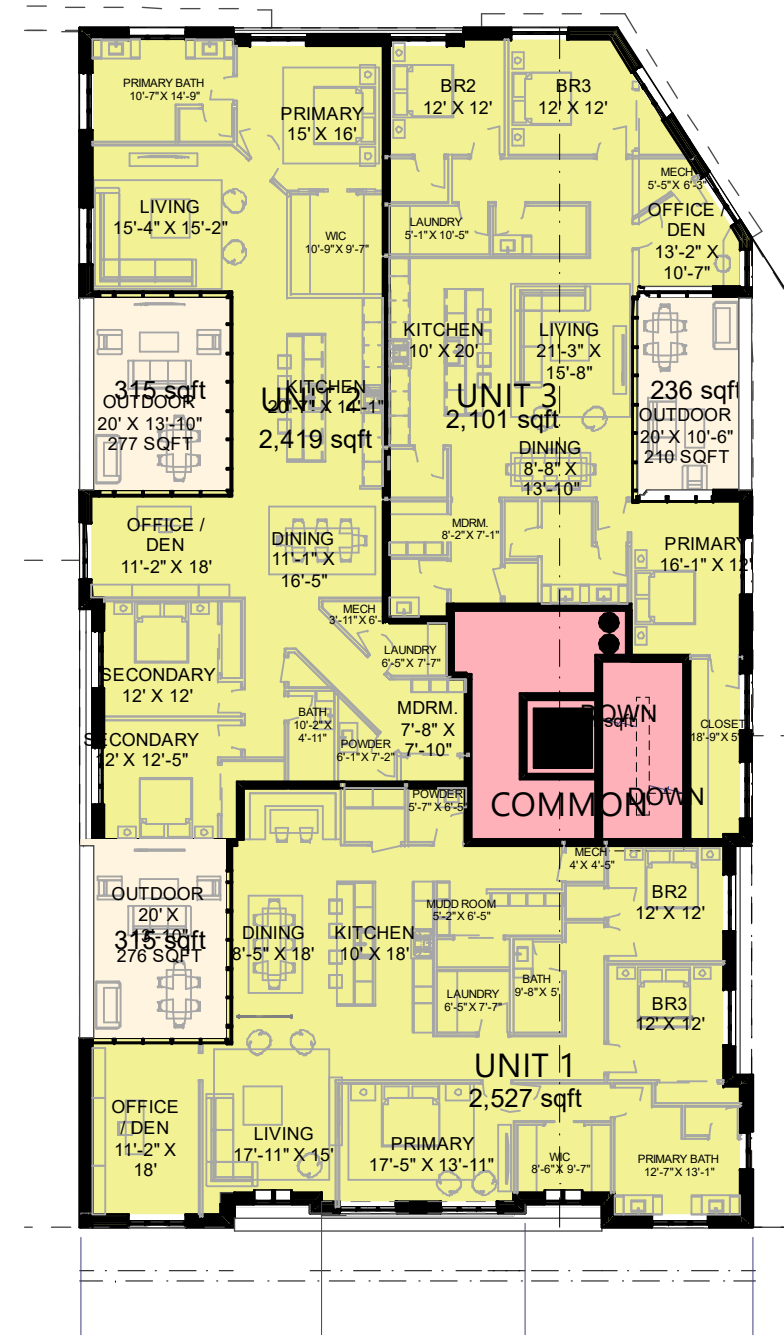
515 PARK DRIVE:  
 2347 SQFT  
 0.05 ACRES

COMBINED  
 8,597 SQFT  
 0.19 ACRES

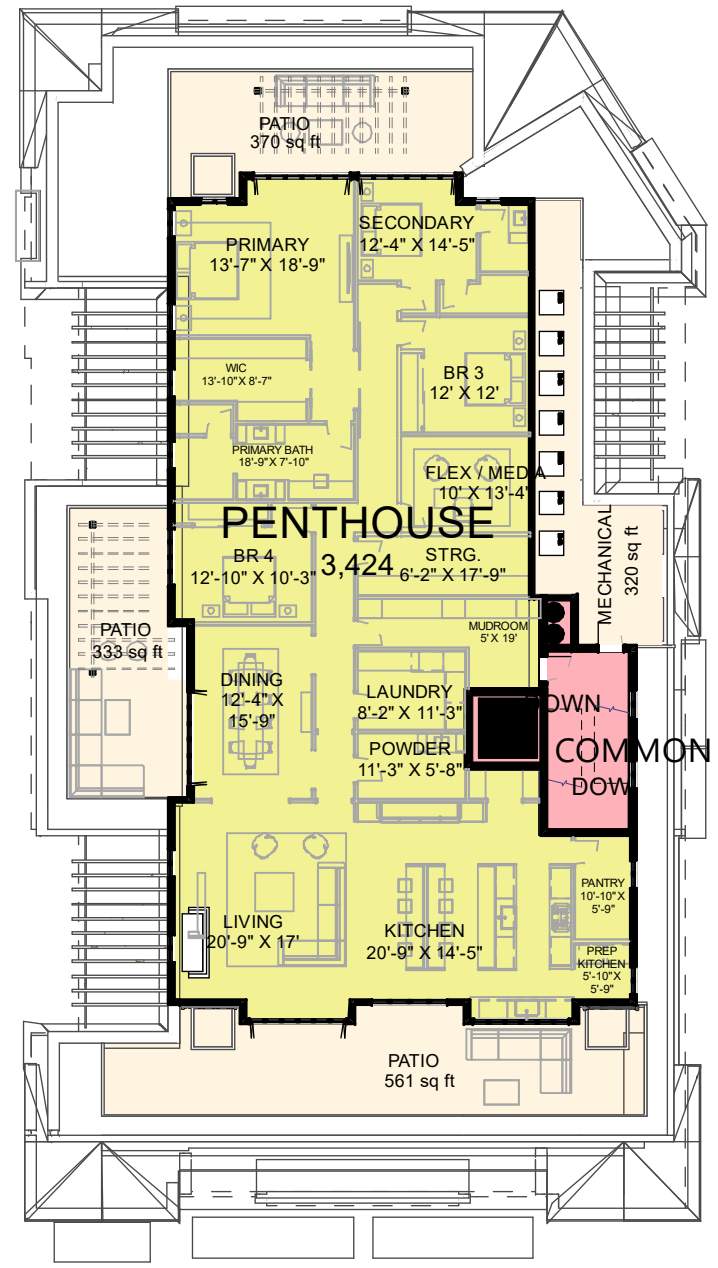
**BUILDING DATA:**  
**6+1 UNITS**  
**14 STALLS**  
**2.0 PARKING TO UNIT RATIO**  
**PROFORMA TOTALS**  
 RETAIL = 2,451 sqft  
 FOR SALE = 17,529 sqft  
 COMMON = 2,656 sqft  
 PARKING = 4,993 sqft  
 RETAIL+FORSALE=19,980 SQFT  
**TOTAL BLDG = 27,618 sqft**  
 EFFICIENCY = 72.3%  
 EFFICIENCY (NIC PARKING) = 88.3%  
 \*EFFICIENCY CALCULATIONS INCLUDE RETAIL +  
 RENTABLE



FIRST FLOOR PLAN

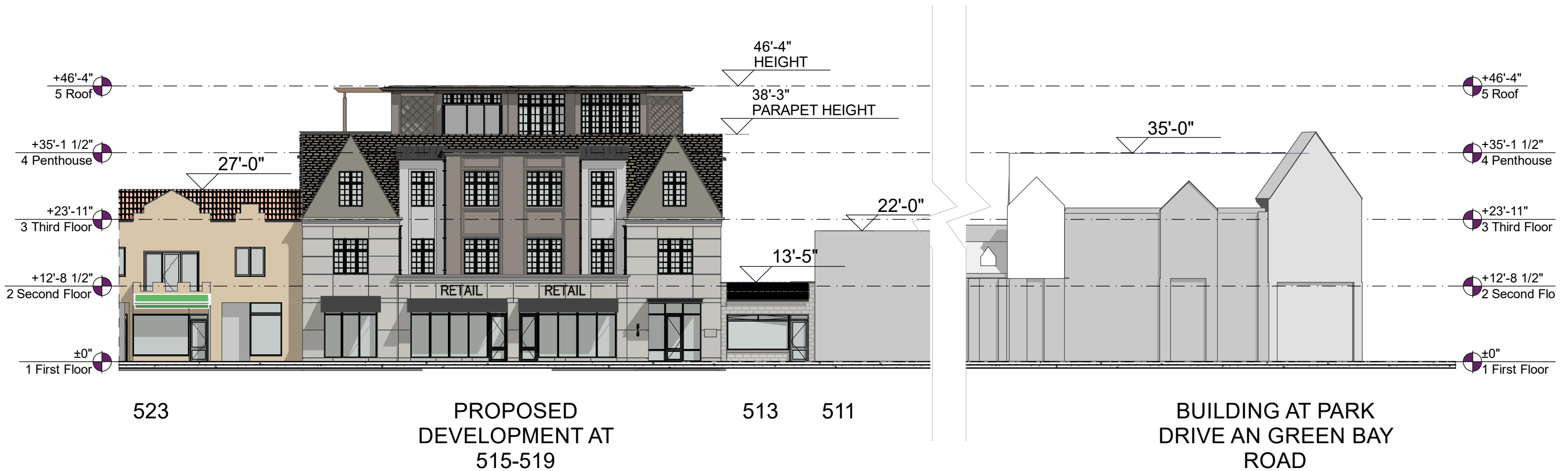


SECOND AND THIRD FLOOR PLAN



PENTHOUSE AND ROOFTOP PLAN

FLOOR	Zone Name	AREA
First Floor	COMMON	1,353
	PARKING	4,993
	RETAIL	916
	RETAIL	1,535
Second Floor	COMMON	521
	UNIT 1	2,527
	UNIT 2	2,419
	UNIT 3	2,101
Third Floor	COMMON	521
	UNIT 1	2,527
	UNIT 2	2,419
Penthouse	COMMON	261
	PENTHOUSE	3,424
		<b>27,618 ft²</b>



South Context Elevation



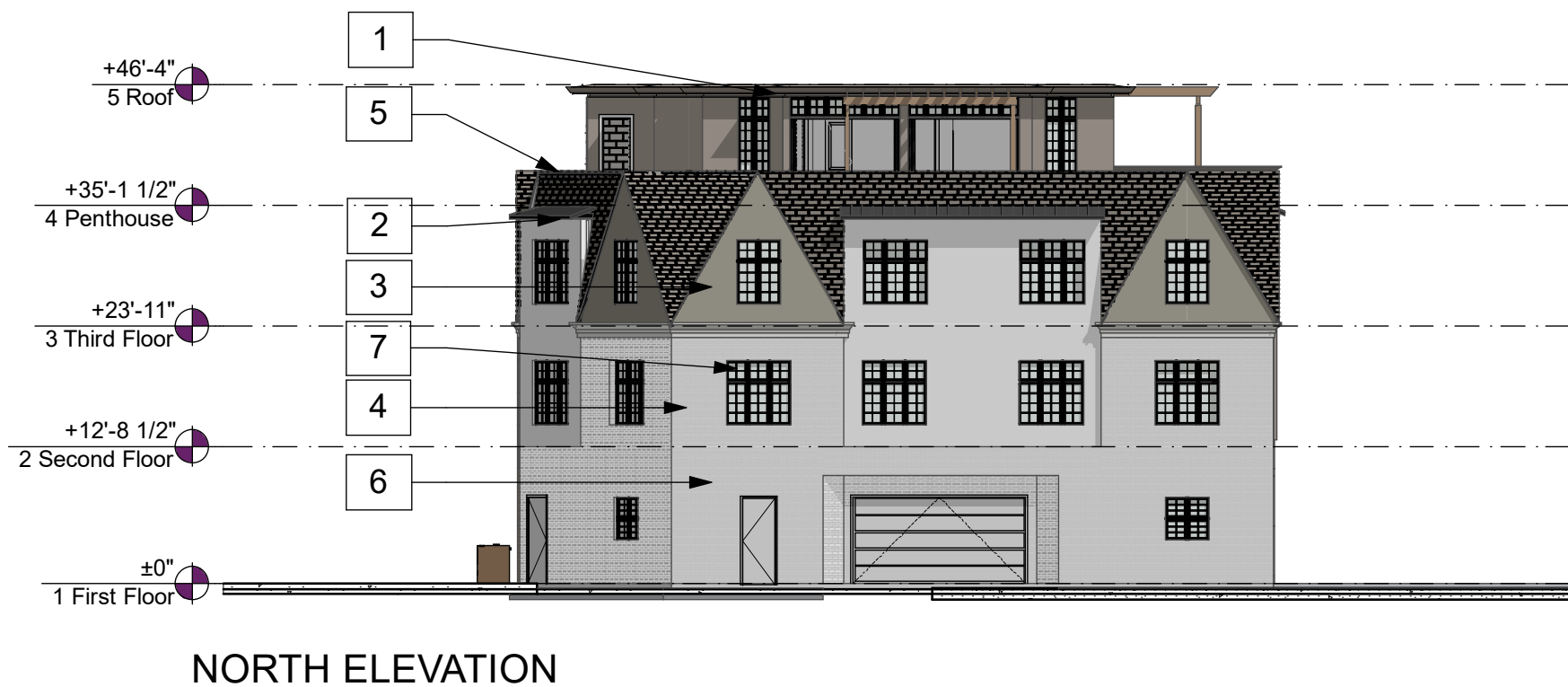
**EAST ELEVATION**



**SOUTH ELEVATION**

**EXTERIOR KEYNOTE LEGEND**

-  1 - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN
-  2 - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF
-  3 - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE)
-  4 - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF
-  5 - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - COLOR CASTLE GRAY
-  6 - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR
-  7 - WINDOW - WOOD CLAD / ALUMINUM CASEMENT - MARVIN OR EQUAL W/ TRANSOM & SDL'S
-  8 - ALUMINUM COMMERCIAL STOREFRONT SYSTEM



**EXTERIOR KEYNOTE LEGEND**

-  1 - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN
-  2 - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF
-  3 - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE)
-  4 - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF
-  5 - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - COLOR CASTLE GRAY
-  6 - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR
-  7 - WINDOW - WOOD CLAD / ALUMINUM CASEMENT - MARVIN OR EQUAL W/ TRANSOM & SDL'S
-  8 - ALUMINUM COMMERCIAL STOREFRONT SYSTEM



**SOUTH ELEVATION**

**WEST ELEVATION**

**SOUTH ELEVATION SURFACE CALCULATION**

-  17% - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN - 528 SF
-  6.5% - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF - 206 SF
-  5.5% - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE) - 180 SF
-  27% - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF - 846 SF
-  10% - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - - COLOR CASTLE GRAY - 315 SF
-  0% - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR
-  34% GLAZING / OPENINGS - 1037 SF

**WEST ELEVATION SURFACE CALCULATION**

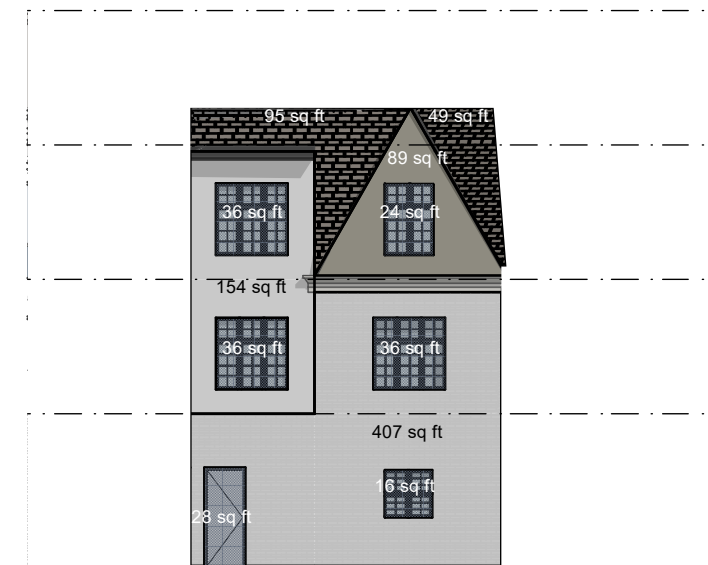
-  21.5% - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN - 1205 SF
-  10.5% - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF - 575 SF
-  3% - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE) - 178 SF
-  2% - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF - 126 SF
-  10.5% - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - - COLOR CASTLE GRAY - 585 SF
-  29.5% - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR - 1644 SF
-  23% GLAZING / OPENINGS - 1275 SF



NORTH ELEVATION



EAST ELEVATION



NORTH-EAST ELEVATION







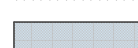
**NORTH ELEVATION SURFACE CALCULATION**

-  8% - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN - 195 SF
-  14.5% - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF - 360 SF
-  7.5% - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE) - 179 SF
-  0% - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF
-  12% - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - - COLOR CASTLE GRAY - 297 SF
-  32% - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR - 785 SF
-  26% GLAZING / OPENINGS - 641 SF

**EAST ELEVATION SURFACE CALCULATION**

-  22.5% - JAMES HARDIE - COMPOSITE PANEL & TRIM- AGED PEWTER OR COLOR CUSTOM WARM GRAYISH BROWN - 1066 SF
-  10.5% - 3/4" CEMENTICIOUS STUCCO - COLOR BUFF - 495 SF
-  4% - 3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE) - 185 SF
-  7.5% - STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR BUFF - 366 SF
-  10% - DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - - COLOR CASTLE GRAY - 483 SF
-  26% - COUNTY MATERIALS - HERRITAGE COLLECTION - LARGE FORMAT BRICK - TEXTURE: SMOOTH, COLOR: PEBBLE BEACH OR SIMILAR - 1219 SF
-  19.5% GLAZING / OPENINGS - 926 SF

**NORTH-EAST**

-  0%
-  16% - 154 SF
-  9% - 89 SF
-  0%
-  14.5% - 144 SF
-  42% - 407 SF
-  18.5% - 176 SF



3/4" CEMENTICIOUS STUCCO - COLOR: WARM GRAYISH BROWN (SIMILAR TO GRAY HARDIE)

DAVINCI ROOFSCAPES - COMPOSITE SLATE ROOF - COLOR: CASTLE GRAY

JAMES HARDIE - COMPOSITE PANEL & TRIM - AGED PEWTER OR SIMILAR CUSTOM WARM GRAYISH BROWN

STONECRAFT - MANUFACTURED INDIANA LIMESTONE - MANUFACTURED CORNICE - COLOR BUFF

3/4" CEMENTICIOUS STUCCO - WHITE

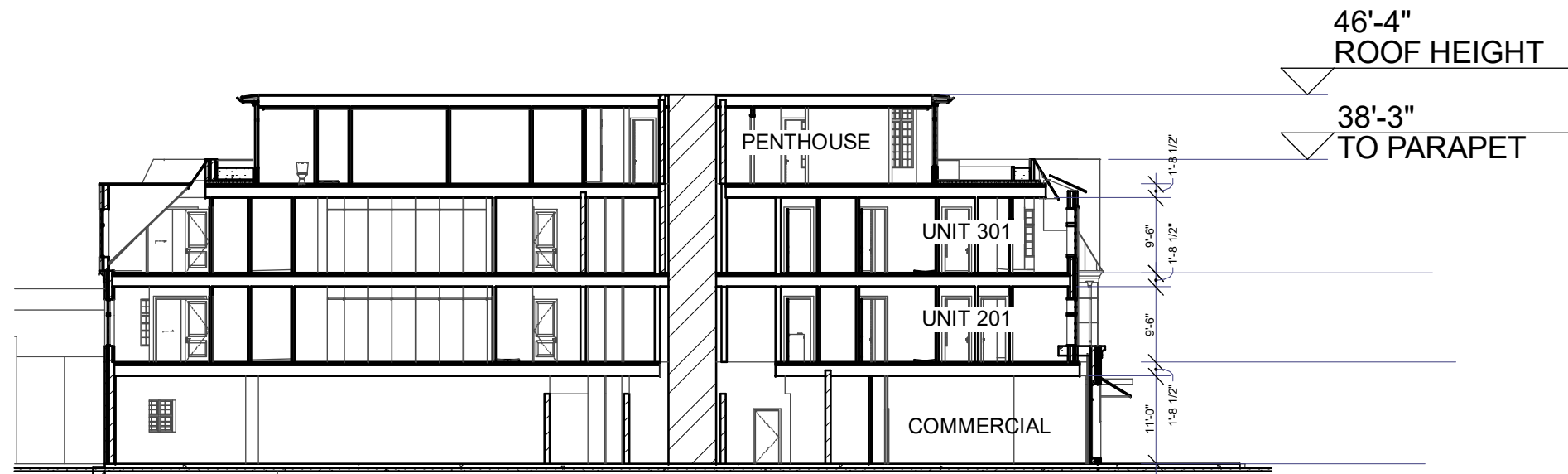
DOWNSPOUTS WITH DECORATIVE SCUPPER - COLOR BLACK

WINDOW - WOOD CLAD / ALUMINUM CASEMENT - MARVIN OR EQUAL W/ TRANSOM & SDL'S

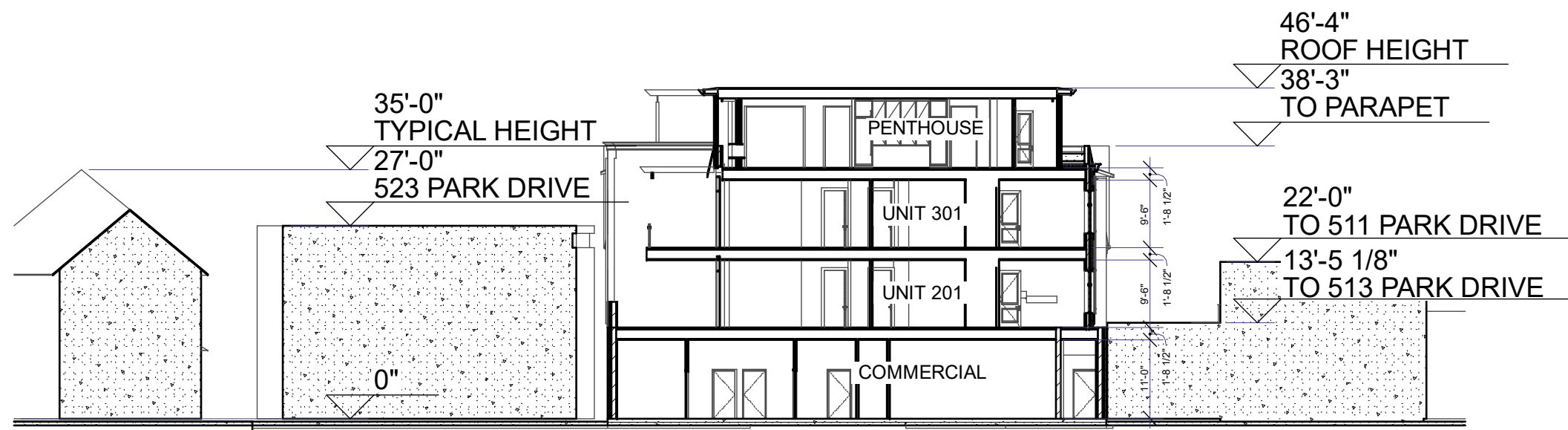
STONECRAFT - MANUFACTURED INDIANA LIMESTONE - COLOR: BUFF

STEEL AWNING - COLOR BLACK

FABRIC WINDOW AWNING - COLOR BLACK



E/W SECTION - CORE



N/S SECTION - PARK DRIVE





















● 14 Briar and Melrose

● 15 Park drive and Brier

● 16 Earlston Rd and Stearling Rd

515-519 PARK DRIVE









13



15



16



17



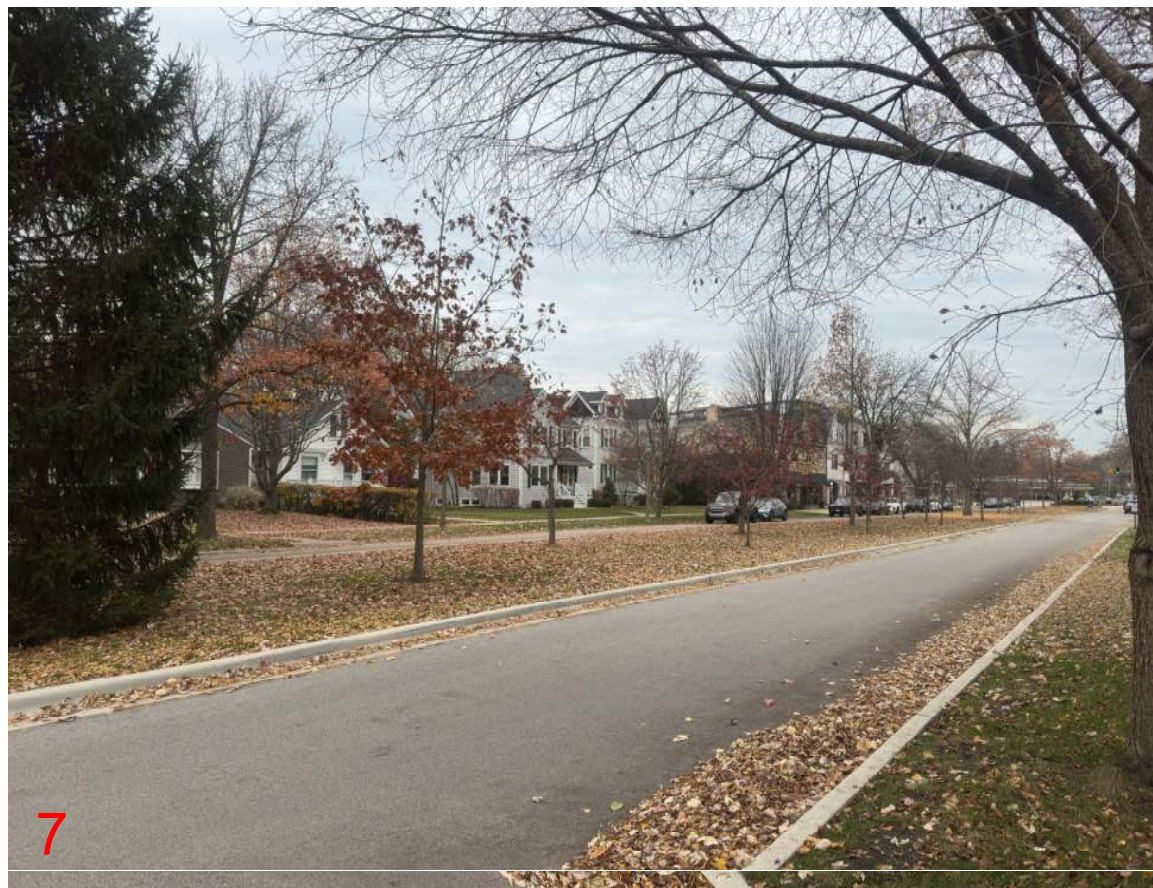




5



6



7



8



9



10



11



ARC 1



ARC 2



PC  
12/1/2025



Exhibit E  
**Unconditional Agreement and Consent**

TO: The Village of Kenilworth, Illinois ("**Village**"):

**WHEREAS**, RED3 Development, LLC ("**Applicant**"), is the contract purchaser of that certain property commonly known as 515 Park Drive and 519 Park Drive in Kenilworth, Illinois ("**Property**"); and

**WHEREAS**, Ordinance No. \_\_\_\_\_, adopted by the Village President and Board of Trustees on October \_\_\_\_\_, 2026 ("**Ordinance**"), grants approval of a certificate of appropriateness, and a preliminary planned unit development special use permit for the Property; and

**WHEREAS**, Section 10 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant files, within 90 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

**NOW, THEREFORE**, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to, accepts, consents to, and will abide by, each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's granting of special use permits for the Property or its adoption of the Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant does hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the special use permits for the Property.

**RED3 DEVELOPMENT, LLC,**

By: \_\_\_\_\_  
Name: Michael Freiburger

**SUBSCRIBED** and **SWORN** to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Notary Public

## Architectural Review Commission Findings of Fact

### *Meeting Summary*

The Architectural Review Commission met on October 15, 2025 and October 28, 2025 to review the application for a Certificate of Appropriateness (COA) in connection with a Planned Unit Development (PUD) request for 515-519 Park Drive.

At the October 15<sup>th</sup> meeting the Commission's discussion focused on several elements, including the massing of the building in relationship with the neighboring properties, roof design, color of the building materials, garage access, and the visibility of the 4th floor trellis from the public way. In addition, members of the public raised concerns about the size and scale of the building, impacts of the development on pedestrian safety, and the overall fit of the development in the neighborhood. The Commission voted to continue the meeting, requesting the applicant provide additional details on the following design considerations:

- Modify design to soften building bulk and height
- Consider a softer color palette
- Revisit the mansard-style roof corners; explore feasibility of a more authentic mansard design
- Provide additional elevations from neighboring perspectives to illustrate visibility of the fourth-floor penthouse
- Reevaluate garage access design in the rear alley to improve safety, visibility, and circulation
- Reconsider the fourth-floor trellis design to reduce its prominence from the front façade

At the October 28<sup>th</sup> meeting, the applicant highlighted changes made in response to prior feedback:

#### **Building Massing:**

- Middle sections stepped back by 6 inches
- Cornice and roof elements lowered
- Mansard roof corners revised to reflect a more authentic style

#### **Color Palette:**

- Updated to a softer, warmer tone

#### **Visibility & Context:**

- Additional renderings provided from neighboring viewpoints

#### **Garage Access:**

- Chamfered corners added
- Entrance set back 2 feet to align with neighboring garage aprons

#### **Trellis Design:**

- Lowered by 1 foot
- Stepped back from the front façade
- Profile modified to reduce visibility from the street

The Commission was appreciative of the applicant's efforts to address their comments, however remained concerned about the overall size and mass of the proposed development in comparison with the neighboring properties. The Commission expressed desire to continue the meeting to allow

for additional discussion and to provide an opportunity for the petitioner to modify the design. The applicant, however, requested the Commission make a recommendation to allow the process to continue, and give them the opportunity to gain feedback from the Plan Commission. Given the Commission's concerns about the compatibility of the building's size with its neighboring properties, the Commission voted to forward a recommendation of denial of the proposal as presented.

### *Design Guidelines*

- (1) Architectural Style and Considerations
  - a. Following the architectural intent of Kenilworth's early planners as well as consideration for the limited size of the Business District, development within the Business District should consist of historic English architectural styles. New buildings need not be historic replicas, but should offer high quality and compatible interpretations of Tudor, Tudor Revival, and other historic English styles present within Kenilworth. Interpretations should foster a residential feel for the Business District as a whole.
  - b. In the limited instances where renovation should be considered, the Village encourages improvements that lead to a design which is consistent with the desired architectural style outlined. For those existing buildings with a quality design of another period that is not Tudor, Tudor Revival, or other historic English influenced designs, the building may be renovated to be consistent with the style in which it was originally built.
  - c. The prominent building at the southern entrance to the Business District, 400 Green Bay Road, exhibits the traditional architectural details of smaller structural bays and massing, limited building heights, variety in roof forms, mix of materials and special attention to detailing and fenestration proportions and patterns. Buildings within the Business District should incorporate similar traditional architectural details.
  - d. Buildings within the Business District should reflect sensitivity to the immediate site surroundings and the Village-wide character.
  - e. All exterior walls of buildings should be treated with consistent architecture, details, and materials.
  - f. The image below highlights some of the fundamental elements of Tudor Revival and other historic English styles for development that is consistent with anticipated uses in the Business District.

***RESPONSE:*** *Although the proposed development does not clearly represent a true to form Tudor, Tudor Revival or other historical English architectural style, the Commission commented that the design is be a modern interpretation. Adjustments were made to the design, in particular the mansard roof design, in response to feedback from the Commission seeking the design to be more in line with a traditional mansard roof design.*

- (2) Placement and Orientation
  - a. Buildings in the Business District should be positioned at the property line and occupy the entire lot-width to assist in creating a "streetwall" that enhances pedestrian comfort and maintains pedestrian scale.
  - b. Gaps between buildings in the streetwall should be avoided, except where pedestrian access to rear parking is designed and planned for.

- c. In addition to providing pedestrian scale, a street wall contributes to the pedestrian interest and circulation of the area. To this end, long, blank facades are discouraged.
- d. Buildings throughout the Business District should have strong pedestrian orientation, providing opportunities for window shopping, and outdoor dining.
- e. Corner buildings should take advantage of their prominent locations with angled, rounded or recessed corner entrances. Buildings located on corner lots should be built out to both the front and corner side property lines. Given that the Business District is only one lot deep, corner lots also play an important role in the transition between the commercial and residential districts.
- f. The placement of mid-block buildings at odd or irregular angles to the street is prohibited.

**RESPONSE:** *The proposed developments placement and orientation are consistent with the design guidelines.*

(3) Building Height

- a. Building Height Should be 2 ½ to 3 ½ stories in height (25' – 35')
- b. When buildings are adjacent to residential neighbors, consideration should be given to setting back portions of the buildings located at the second story or above from the rear and side to soften the bulk and visual scale of the building. This may include terracing or stepping rooflines, in keeping with the overall architectural style of the building.
- c. Careful consideration should be given to building elements at the ground level to ensure that the buildings have human scale and create a harmonious environment.

**RESPONSE:** *The proposed building height is 47' 4", exceeding the recommended height. The fourth floor is setback to soften the bulk and visual scale of the building. The Commission discussed the potential to further set the 2<sup>nd</sup> and 3<sup>rd</sup> floors back as well to further soften the bulk of the building. The proposed development's height is not consistent with the design guidelines.*

(4) Building Materials

- a. Authentic and high quality building materials are desired to convey the image of the Village. These include natural color brick, stone, cast or carved stone, terra cotta, and timbers with limited stucco on portions of Tudor-styled buildings. Decorative metal and stone are desirable as finish materials for flashing, ornamentation around doors and windows, and cornices
- b. Brick, stone and cast stone should be the primary building materials on all exterior walls of buildings in the Business District. Brick and stone selections should be designed in a compatible range of colors rather than a single color selection for an entire building, in order to avoid a flat and modern appearance.
- c. Buildings obtain some of their character from the mix of materials, and creative use of material combinations is encouraged to break up the massing. The number of façade colors should be minimized to maintain a unified district.
- d. Stucco may be permitted only when used on second floor walls or above. Exterior insulation finish systems (EIFS) or Dryvit, wall siding of all types, metal/vinyl wall panels, and wood siding are prohibited within the Business District.

- e. Detail should be included on each building such as stone, brickwork and metalwork to highlight windows and doors.
- f. Overhead doors for the covered parking for upper floor residential units are preferred to replicate stile and rail paneled doors if they are in view of the public or pedestrian way. Overhead doors are allowed only on building openings that face alleys.
- g. Building color should be compatible with the area's character and enhance the building's visual appeal. Color should be used to complement the materials of a façade and to highlight architectural features. Primary, bright, or excessively brilliant colors are discouraged.

**RESPONSE:** *Proposed building materials include manufactured Indiana limestone, wood clad / aluminum casement windows, 3/4" Cementitious stucco, James Hardie composite panel & trim, Davinci roofscapes composite slate roof, and wood pergola/trellis. The proposed colors are "buff", "castle gray", and a warm grayish brown. For additional details on the building materials and color, please refer to the meeting minutes.*

(5) Facades

- a. Exterior side walls visible from the public way shall be finished in materials similar to the front facade.
- b. The relationship of horizontal banding among buildings unifies the street elevation and, the division of a building façade into horizontal bands provides human scale and proportion to the façade.
- c. A building base, middle and top should be strongly articulated through materials, details and changes in the plane of the wall. Retail storefronts should be differentiated from the façade of the upper stories. Storefront systems, awnings, and entrance doors should be harmonious.
- d. The use of decorative building elements consistent with the architectural style in a rhythmic pattern is encouraged to break up large building masses. Columns, pilasters, window placement and other architectural features should be used to divide facades of large buildings into several smaller vertical segments. Structural elements and bays should be architecturally expressed on the façade to add interest, scale, proportion, and detail.
- e. Multiple storefronts that are part of the same building should have complementary façade designs, particularly with respect to color, cornice line and other architectural details, and decorative materials. As used in these guidelines, facade shall mean the exterior wall of the building.

**RESPONSE:** *Vertical and horizontal design elements are introduced to break down the overall massing. Storefront awnings and doorways are consistent in design. Second and third stories are partially setback to help differentiate between ground floor retail and residential units. For additional details on the facade, please refer to the meeting minutes.*

(6) Doors and Entrances

- a. The entrances and their architectural details should be influenced by the overall architectural style of the building, its intended use, and be appropriately sized and designed. The entrance should be proportionately scaled to the overall building design.
- b. Front entrances and retail storefronts should be prominent, easily discernible, attractive and inviting to pedestrians, and add visual interest to the street.
- c. The primary business entrance should be evident from the public way and differentiated from the semi-public and private residential entrances.

- d. Primary business entrances should consist of full glass panel doors and transoms where appropriate. Recessed doorways are encouraged to provide cover from the elements and to allow safer opening of doors.

**RESPONSE:** *The proposed doorways and entrances are consistent with the design guidelines. The business entrances consist of full glass panel doors, and are evident from the public right-of-way.*

(7) Windows and Bays

- a. Windows and window details should be appropriate for the architectural style of the building, and true divided lites are encouraged where appropriate.
- b. Large ground-floor bays and display windows on facades with bulkheads and transom lites are strongly encouraged within the Business District.
- c. Upper floor balconies, decks, terraces, and bay windows are appropriate on all sides of buildings, but should not extend or overhang into the public right-of-way without Village approval.
- d. Windows on the upper floors' exterior walls are encouraged and should be consistent with the architectural style of the building. Upper floor windows should appear to be "punched" openings within a solid wall, rather than a continuous row of windows separated only by their frames. Upper floor windows shall be recessed, not flush with the surface of the building.
- e. Window glass should be clear or slightly tinted. Dark-tinted, spandrel, frosted, back-painted, and smoked glass are discouraged on the front of buildings. If part of the architectural design, they should be used sparingly and only where necessary to screen the function of the interior space (such as storage areas, kitchens, bathrooms). Mirrored or reflective glass is not permitted within the Business District.
- f. Expanses of walls should not be visible from the public right-of-way. Consideration should be given to incorporating features such as display windows, and material and color variations.
- g. Ground floor windows can be used for displays; however business owners shall allow full and unobstructed views into their businesses. Completely obstructing windows from the interior of a building with shelving, display cases, or other objects is discouraged. features such as display windows, and material and color variations.

**RESPONSE:** *The proposed ground floor windows are full glass panel doors. The upper floor windows are recessed rather than flush with the surface of the building. No expanses of walls are visible from the public right-of-way, as windows wrap the entire building.*

(8) Roofs and Dormers

- a. Rooflines, roof slopes, and architectural details should complement the building's architectural style.
- b. Dormers and gables with purposeful space are encouraged to be incorporated within the roof structure of a building, and not just applied decorative elements. Shed dormers should not extend for more than 50% of the façade length.
- c. Sloped mansard style roofs are prohibited within the Business District.
- d. Roof parapets shall be utilized only in achieving the appropriate gabled architecture.
- e. Cornices and other decorative detail are strongly encouraged along the rooflines of buildings.

- f. Eaves should have depth and should be appropriate to the building's architectural style as to create shade and shadow on the upper floor of the building. Eaves should be of sufficient depth to accommodate ornamentation such as decorative brackets, dentils and cornices.
- g. Slate roofing is encouraged in the Business District, although clay tile and simulated slate or tile may also be permitted provided they are consistent with the architectural style and of high quality. Cedar shingles, cedar shakes, and asphalt shingles, including architectural shingles, are not encouraged.
- h. Flashing, gutters, and downspouts are encouraged to be copper or other high quality, metal materials.

**RESPONSE:** *The proposed pitched roofs and traditional gabled forms attempt to reflect Kenilworth's architectural vernacular. A more traditional mansard roof was incorporated into the design to reflect recommendations from the Architectural Review Commission. The use of slate tiles is proposed for roofing materials. Cornices were incorporated and lowered to help soften the bulk of the building.*

(9) Awnings and Canopies

- a. Awnings are desired elements as they protect pedestrians from the elements, add color and visual interest to the street, and contribute significantly to an area's pedestrian scale and interest.
- b. Canopies should only be utilized for entrances to the residential portions of buildings within the Business District.
- c. Awnings and canopies shall be made of a canvas or durable fabric material that can be easily cleaned. Hard plastic, vinyl, metal or other materials are prohibited.
- d. Internal illumination of awnings is prohibited.
- e. Awnings shall be constructed and erected so that the lowest portion of the projecting frame and descending skirt shall not be less than 7'6" above the level of the sidewalk or ground located below the awning.
- f. Awnings may project over the public way but they should not be within two feet of the curb line of a public street. A recommended minimum awning projection is three feet; however the projection should be consistent with the style of awning and scale of the building.
- g. Where several storefronts are developed as a single building, they should have awnings of a similar style, alignment, and color in order to maintain a sense of visual continuity.
- h. Awnings and canopies should fit within the frame of the storefront window; they should not hide the building's façade, distort its proportions, or cover architectural features.
- i. Awnings may be fixed or retractable. Retractable awnings must be kept either in the fully projected position or the fully closed position. Fixed awnings are to have concealed rigid metal frames. Retractable awnings should have a canopy cover and retractable rollers mounted to the building
- j. The color of awnings and canopies shall complement and enhance the overall color scheme of the building façade. Recommended colors are solid black, dark green and dark blue.

**RESPONSE:** *The proposed awnings and canopies over the proposed business and residential entry ways. The proposed awnings and canopies are consistent with the design guidelines.*

(10) Lighting

- a. Appropriate and judicious lighting of a building's façade is encouraged to identify stores and businesses, promote a sense of safety and security, and highlight prominent buildings and building features in the Business District. Excessive up-lighting shall be avoided to reduce light pollution
- b. Lighting shall be used to illuminate pedestrian and parking areas.
- c. Lighting shall provide a sense of safety without having a negative effect on neighboring properties and shall be located, aimed, lamped, or shielded to minimize glare, sky glow, and stray light. Lights should not shine across property lines, especially along alleys and into residential neighborhoods.
- d. Lighting in the rear or side of Business District properties, including parking lot and building lighting, shall not spill over into adjacent residential areas.
- e. Building lighting fixtures should be subtle and understated, and consistent with the architectural style of the Business District.
- f. Fluorescent lighting with exposed fluorescent lamps is discouraged in street-level interiors where visible from the public way.
- g. Light fixtures and poles for parking areas should be consistent with the Village's architectural style.
- h. Exterior lighting with an incandescent quality is encouraged, regardless of the lamp type, to create a warm atmosphere.

***RESPONSE:** Exterior lighting fixtures will use full cut-off and shielded designs so that no glare reaches adjacent properties. Safe lighting levels will be provided at the public street level.*

(11) Parking, Overhead Doors and Service Areas

- a. When possible, parking lots should be located behind buildings. Parking lots in front of buildings are discouraged. Infill redevelopment of existing surface parking lots located between buildings is encouraged.
- b. Access to parking lots should be provided from alleys to maximize the development potential of the Business District and to maintain a safe and comfortable pedestrian environment along Green Bay Road.
- c. New curb cuts and access drives are discouraged along Green Bay Road, and redundant and unnecessary curb cuts should be eliminated.
- d. Parking lots should be screened from view from all public right-of-way except alleys, including sidewalks and streets, through the use of landscaping and low masonry walls. Planters and landscaped areas should buffer parking and service areas from adjacent uses. Plantings should consist of low evergreen and deciduous shrubs planted in conjunction with low-growing annual or perennial plants and groundcover. Large expanses of exposed mulch shall be avoided.
- e. Parking lot landscaping should include "landscape islands" at a ratio of approximately one per fifteen parking spaces. Landscape islands should consist of canopy trees (initially 3 to 4 inches in caliper), attractive groundcover, and/or decorative shrubs (initially 2 to 3 feet in height).
- f. All parking lots should be well marked, sufficiently lit, provided with proper drainage and include clearly marked pedestrian pathways.
- g. In order to reduce or minimize paved parking areas, shared parking is encouraged where adjacent buildings have interior uses which offset each other in their use of the

parking lot subject to the requirements of the zoning ordinance. For example, a business with daytime employee and shopper parking may create an opportunity for evening use of the same lot by evening shoppers or restaurant patrons.

- h. Trash receptacles, dumpsters and service areas shall be located inside the primary building or be fully enclosed by masonry walls and screened with landscaping
- i. Service areas and overhead doors are to be located off secondary streets or alleys. All service areas are to be treated with masonry walls and/or appropriate landscaping at 6 feet in height from the ground level.
- j. Decorative metal fencing should be used where appropriate to enhance and define open spaces, landscaped areas and building entrances. Such fencing should not be more than four feet in height. Chain link fences are prohibited.
- k. The rear of commercial buildings shall be well kept, with rear exterior walls being comparable to the facades. Secondary rear entrances to stores and shops are encouraged in blocks where public parking or pedestrian walkways are located behind the buildings.
- l. Mechanical equipment must not be visible from the public right-of-way. Roof-mounted equipment should be located so as not to be visible from the primary or secondary approach and screened from residential areas.
- m. Grade-level mechanical and utility equipment should be screened from public view with an enclosure or screening element integral to the building design, masonry walls or landscaping.

**RESPONSE:** *The proposed parking garage is built into the ground floor of the development, with entry via the alley. The garage access includes chamfered corners to setback the entry to match neighboring garage apron access. The parking garage is intended for residents of the building only. Ductwork, HVAC, waste handling will be located away from adjacent residential windows and public view. The design will include screening of visible service or mechanical areas, landscaping buffers, and architectural transitions so that the building's form does not seem harsh or jarring to adjacent properties.*

(12) Other Considerations

- a. Sidewalk seating and tables for cafes are encouraged. However, these improvements should not overwhelm the sidewalk nor impede pedestrian circulation along the sidewalk.
- b. Parkway landscaping should consist of salt-tolerant street trees, groundcover and perennials. Street trees and other landscaping along the public rights-of-way should be protected from motorized and pedestrian traffic by street curbs and tree grates.
- c. Landscaping should be healthy and attractive. Maintenance programs performed on a regular basis should be established as part of new development approvals. Maintenance should include turf mowing, periodic fertilization, pruning, and the clean-up of litter and debris.
- d. Decorative planters may be placed at Business District entrances only where they will not impede the safe flow of pedestrian traffic.
- e. Throughout the design and building process, the Village encourages a sustainable approach that balances environmental responsiveness, resource efficiency, and cultural and community sensitivity, with the owner's economic viability. Using the USGBC LEED Rating System as a tool or guide is a good measure of a project's sustainable performance and benefits the property owner, the residents, and the planet.

***RESPONSE:*** *The proposed development showcases sidewalk seating for potential businesses. Proposed landscaping includes planters and rooftop plantings.*

DRAFT

## Plan Commission Findings of Fact for PUD Application

(1) *Special use standards.* No special use for a planned development shall be recommended or granted pursuant to this section unless the applicant shall establish that, in addition to the standards set forth in this section [153.246\(C\)](#), the proposed development will meet each of the standards made applicable to special uses pursuant to § [153.245\(G\)](#).

(1) The necessity for the public convenience at the particular proposed location.

**PLAN COMMISSION RESPONSE:** *Impacts associated with the development do not outweigh the benefits to public convenience. The proposed development's height exceeds 40' and is larger than what is appropriate for the community.*

(2) The effects of the proposed design, location and operation on the public health, safety and welfare.

**PLAN COMMISSION RESPONSE:** *Existing parking and traffic adjacent to the Property on Park Drive and the rear alley creates challenges for residents and business owners alike. The addition of new residential and retail space will amplify these concerns to the detriment of residents due to the increase in delivery drivers, building occupants, and new retail customers.*

(3) Injury to the value of other property in the neighborhood in which it is proposed to be located.

**PLAN COMMISSION RESPONSE:** *The height of the proposed development will limit the amount of light filtering into neighboring buildings, thereby impacting the property value.*

(4) Interference with the use and enjoyment of neighboring properties.

**PLAN COMMISSION RESPONSE:** *Neighboring properties will face increased challenges using the alley to access their garages due to the introduction of condominiums and an alley facing parking garage. Further, the building height will shade the rear yard of a neighboring home, limiting the homeowner's ability to utilize their yard for gardening and birdwatching.*

(5) Compatibility with permitted uses in the district in which it is proposed to be located.

**PLAN COMMISSION RESPONSE:** *The uses for the first-floor commercial spaces are not known. Above floor residential is found elsewhere in the District, but at a lower density.*

(6) Increased traffic congestion on public ways or increased parking required on public ways.

**PLAN COMMISSION RESPONSE:** *Existing parking and traffic adjacent to the Property on Park Drive and the rear alley creates challenges for residents and business owners alike. The addition of new residential and retail space will amplify these concerns to the detriment of residents due to the increase in delivery drivers, building occupants, and new retail customers.*

(7) Damage or destruction of natural scenic or historic features of significance to the village or the immediate neighborhood.

**PLAN COMMISSION RESPONSE:** *Demolition of a structure found to be of architectural value to the community would be required to redevelop the Property.*

(8) In the case of playground equipment, in addition to the foregoing applicable factors, its proximity to and effect on neighboring properties, its expected intensity of use, and the consistency of the equipment and its expected use with play equipment customarily associated with a residential use.

**PLAN COMMISSION RESPONSE:** *This standard is not relevant to the Application, as no playground equipment is proposed.*

(2) *Minimum area of development.* The applicant shall have the burden of establishing that the subject property is of sufficient size and shape to be planned and developed as a unified whole capable of meeting the objectives of planned unit developments pursuant to this section.

**PLAN COMMISSION RESPONSE:** *The scale of the building is greater than what the location can accommodate in order to not adversely impact neighboring properties. The development will impact congestion, adequate light supply, and the consistency in building height found in the B-District.*

(3) *Unified ownership required.* The entire property proposed for planned development treatment shall be in single ownership or under unified control as to ensure that the entire property will be developed as a unified whole. All the owners of the property shall be included as joint applicants on all applications and all approvals shall bind all owners. The violation of any owner as to any tract shall be deemed a violation as to all owner and all tracts.

**PLAN COMMISSION RESPONSE:** *The property will be under ownership by RED3 Development, LLC.*

(4) *Compliance with village code required.* Construction and improvements with any planned unit development shall comply with all applicable village ordinances. Any proposed deviation from village standards or requirements must be clearly listed on the preliminary plan application and fully justified as being both necessary to the proper development of the property and consistent with the objectives set forth in the applicable section of the village code.

**PLAN COMMISSION RESPONSE:** *The proposed building height exceeds what is permitted by Village Code. The impacts from the building height to the community, such as loss in property value and light supply, do not merit granting a variance to the applicable regulations.*

(5) *Design requirements.* The planned unit development as a whole, as well as the individual buildings and site improvements constructed as part of the planned unit development, shall be in general conformity with the Kenilworth Design Guidelines—Business District.

**PLAN COMMISSION RESPONSE:** *The Architectural Review Commission recommended to deny a Certificate of Appropriateness for the Property. This recommendation indicates that the proposal does not meet the Village's Design Guidelines for the Business District.*

(6) *Compatibility of uses and design.* The uses permitted in the planned unit development shall be compatible with each other and with existing land uses in the surrounding area. Uses shall be deemed compatible if all of the following criteria are met.

(a) The individual uses in the planned unit development must be permitted uses or permitted special uses in the B Business District, unless a use deviation is approved by the Board of Trustees. Any individual use that is allowed only as a special use in the B Business District must individually meet the standards for the granting of special use permits, as established in § [153.245](#).

(b) The uses must be designed and located in conformity with the surrounding development and adjacent properties.

**PLAN COMMISSION RESPONSE:** *The uses for the first-floor commercial spaces are not known. Above floor residential is found elsewhere in the District, but at a lower density.*

(7) *Covenants and restrictions to be enforceable by village.* All covenants, deed restrictions, easements and similar restrictions to be recorded in connection with the planned unit development shall provide that they may not be modified, removed or released without the express consent of the Board of Trustees and that they may be enforced by the village as well as by future landowners within the proposed development.

**PLAN COMMISSION RESPONSE:** *Not applicable.*

(8) *Public open space and contributions.* Whenever the village comprehensive plan or official map indicates that development of a planned unit development will create a need for land for public purposes of the village within the proposed planned unit development, the Board of Trustees may require that the area be designated and to the extent the need is specifically and uniquely attributable to the proposed development, dedicated to the village for the use. In addition, the Board of Trustees may require evidence that all requirements of village ordinances pertaining to the dedication of land or the contribution of cash in connection with subdivisions or developments of land have been met as respects the proposed planned unit development.

**PLAN COMMISSION RESPONSE:** *Not applicable.*

(9) *Common open space.*

(a) *Amount, location and use.* When common open space is provided in a planned unit development, the amount and location of the open space shall be consistent with its intended function as set forth in the application and planned unit development plans. No open space shall be used for the construction of any structure or improvement except the structures and improvements as may be approved in the final plan as appropriate to the intended leisure and recreational uses for which the open space is intended.

(b) *Preservation.* Adequate safeguards, including recorded covenants or dedication of development rights, shall be provided to prevent the subsequent use of common open space for any use, structure, improvement or development other than

that shown on the approved final plan. The restrictions must be permanent and not for a given period of years and must run with the land.

(c) *Ownership and maintenance.* The final plan shall include provisions for the ownership and maintenance of the open space and improvements as are reasonably necessary to ensure their continuity, care, conservation, maintenance and operation in accordance with predetermined standards and to ensure that remedial measures will be available to the village if the open space or improvements are permitted to deteriorate or are not maintained in a condition consistent with the best interests of the planned unit development or the village.

**PLAN COMMISSION RESPONSE:** *Not applicable.*

(10) *Property owners' association.* When the requirements of paragraph(C)(9) above are to be satisfied by the ownership or maintenance of the open space or improvements by a property owners' association, the association shall meet each of the following standards.

(a) The bylaws and rules of the association and all declarations, covenants and restrictions to be recorded must be approved as part of the final plan prior to becoming effective. Each document shall provide that it shall not be amended in any manner that would result in it being in violation of the requirements of this subsection.

(b) The association must be established and all covenants and restrictions recorded prior to the sale of any property within the area of the planned unit development designated to have the exclusive use of the proposed open space or improvements.

(c) The association must be responsible for casualty and liability insurance, taxes and the maintenance of the open space and improvements to be deeded to it.

(d) Membership in the association must be mandatory for each property owner, and any successive owner, having a right to the use or enjoyment of open space or improvements.

(e) Every property having a right to the use or enjoyment of the open space or improvements must pay its pro rata share of the cost of the association by means of an assessment to be levied by the association that meets the requirements for becoming a lien on the property in accordance with statutes of the state.

(f) The association must have the right to adjust the assessment to meet changed needs. The membership vote required to authorize the adjustment shall not be fixed at more than 51% of the members voting on the issue.

(g) The village must be given the right, but not the obligation, to enforce the covenants.

(h) The village must be given the right, after ten days' written notice to the association, to perform any maintenance or repair work that the association has neglected to perform, to assess the membership for the work and to have a lien against the property of any member failing to pay the assessment. For this purpose alone, the village shall have all the rights and powers of the association and its governing body under the agreements and declarations creating the association.

**PLAN COMMISSION RESPONSE:** *Not applicable.*

(11) *Landscaping and perimeter treatment.* Any area of a planned unit development not used for structures or circulation elements shall be landscaped or otherwise improved. The perimeter of the planned unit development shall be treated so as to ensure compatibility with surrounding uses by means such as provision of compatible uses and structures; setbacks; screening; or natural or human-made buffers.

***PLAN COMMISSION RESPONSE:*** *Not applicable; building / impervious surface are proposed to be lot line to lot line.*

(12) *Utilities.* All utility lines shall be installed underground.

***PLAN COMMISSION RESPONSE:*** *Not applicable to preliminary PUD review.*

(13) *Traffic plan.* The final plan for the planned unit development shall include a traffic plan that identifies points of ingress and egress, streets, alleys and interior circulation routes. The traffic plan shall be designed to minimize traffic congestion in the public streets adjoining the planned unit development and to facilitate the free flow of both vehicular and pedestrian traffic, within the planned unit development. The streets, alleys and other traffic thoroughfares approved in planned unit development shall comply with the minimum requirements of the village's ordinances, rules and regulations, unless a deviation is approved by the Board of Trustees.

***PLAN COMMISSION RESPONSE:*** *Final plan not yet submitted.*

(14) *Range of uses.* The planned unit development shall accommodate, as appropriate, a mix of office/service, retail commercial, and residential land uses.

***PLAN COMMISSION RESPONSE:*** *Retail and residential space are proposed for the development.*

(15) *Enhancing community.* The planned unit development shall promote a strong community identity and opportunities to interact while building a healthy commercial tax base.

***PLAN COMMISSION RESPONSE:*** *The building scale exceeds what is appropriate for the community's identity. No commercial tenants have been confirmed; tax-base cannot yet be verified.*

(16) *Public benefit.* The planned unit development shall provide a substantial benefit to the village and the public by maintaining the essential quality, viability and attractiveness of village's business district while encouraging new economic development consistent with the character of the village.

***PLAN COMMISSION RESPONSE:*** *The proposed development does not maintain the essential quality or viability of the business district. Traffic congestion, inconsistent building massing, and loss of light supply to neighboring structures do not create a public benefit.*

(D) *Supplemental standards.* The appropriateness and viability of a planned unit development may also be evaluated by the Plan Commission and the Board of Trustees based on the following supplemental criteria:

(1) Additional landscaping, buffering or screening within or around the perimeter of the planned unit development;

**PLAN COMMISSION RESPONSE:** *Screening on the fourth floor creates an undesirable visual impact.*

(2) Location and screening of parking facilities;

**PLAN COMMISSION RESPONSE:** *Parking is fully enclosed within the first floor.*

(3) Community amenities (such as, but not limited to, public art and gardens, public transportation shelters);

**PLAN COMMISSION RESPONSE:** *None provided in the proposal.*

(4) Inclusion of sustainable design and green architecture;

**PLAN COMMISSION RESPONSE:** *Green architecture elements were not included in the proposal.*

(5) Preservation of environmental features; and

**PLAN COMMISSION RESPONSE:** *Not applicable.*

(6) Preservation of historic features.

**PLAN COMMISSION RESPONSE:** *Demolition of a structure found to be of special importance, meaning it meets code criteria for architectural/historical significance, would be required to redevelop the Property.*

<b>BUILDING PERMITS ISSUED BY THE VILLAGE OF KENILWORTH DURING THE MONTH OF DECEMBER 2025</b>					
<b>PERMIT NO.</b>	<b>ADDRESS</b>	<b>TYPE OF WORK</b>	<b>COST OF IMPROVEMENT</b>	<b>PIN</b>	<b>PERMIT FEE</b>
PB25-0074	523 SHERIDAN RD	Res Swimming Pool	\$212,950.00	05221000440000	\$7,388.50
PB25-0082	74 ROBSART RD	Res Solar Panel	\$45,120.00	05273000420000	\$1,803.60
PB25-0187	724 MACLEAN AVE	Res Window-Door	\$200.00	05281050080000	\$160.00
PB25-0199	230 OXFORD RD	Res Elevator	\$60,207.00	05273000190000	\$1,906.21
PB25-0202	220 MELROSE AVE	Res Elevator	\$58,860.00	05271000370000	\$1,865.80
PB25-0206	337 ABBOTSFORD RD	Res Water Heater	\$3,038.71	05282240020000	\$91.16
PC25-0008	624 GREEN BAY RD	Com Interior Alt or Repair	\$91,674.00	05281031190000	\$3,450.22
PF25-0023	523 SHERIDAN RD	Res Fence	\$4,080.00	05221000440000	\$60.00
TOTALS IN DECEMBER 2025			\$476,129.71		\$16,725.49
8 PERMITS ISSUED IN DECEMBER 2025					
8 Issued in DECEMBER 2024		Dec-24	\$538,453.16		\$18,294.85
Total Permits Issued 2025 Fiscal Year	221	2025 FY To Date	\$24,830,220.41		\$761,282.54

\* permit fee amounts include permit fee, commission application fee, and plan review fees

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 01 - GENERAL FUND								
01-100-3001	CURRENT TAX LEVY	2,455,096.00	37,703.88	2,625,770.26	2,776,363.00	0.00	1,398,777.79	50.38
01-100-3002	CURRENT TAX LEVY POLPEN	815,000.00	(7,797.34)	834,908.74	759,873.00	0.00	441,376.15	58.09
01-100-3004	REPLACEMENT TAX	75,962.00	2,875.99	62,258.17	52,382.00	0.00	43,344.79	82.75
01-100-3005	STATE SALES TAX	130,000.00	17,483.45	212,144.65	300,000.00	0.00	367,452.08	122.48
01-100-3006	STATE INCOME TAX	320,000.00	22,017.36	426,929.31	430,000.00	0.00	427,993.46	99.53
01-100-3007	LOCAL USE TAX	97,000.00	8,161.22	94,163.61	35,000.00	0.00	37,839.81	108.11
01-100-3008	CONSUMPTION TAX	2,501.00	315.41	4,013.79	4,440.00	0.00	3,555.44	80.08
01-100-3010	UTILITY TAX-COMED	92,000.00	931.68	94,300.14	102,000.00	5,583.55	113,337.78	111.12
01-100-3011	UTILITY TAX-NICOR	72,000.00	5,040.37	67,219.22	75,000.00	0.00	74,374.24	99.17
01-100-3012	UTILITY TAX-TELECOM	30,000.00	2,965.67	36,673.20	30,000.00	0.00	33,133.48	110.44
01-100-3020	911 DISBURSEMENT - JETSB FUNDS	84,000.00	(7,957.03)	81,364.67	83,000.00	0.00	82,942.49	99.93
01-100-3029	MISC TAX-FOREIGN FIRE TAX	17,000.00	0.00	20,383.48	18,000.00	0.00	21,938.18	121.88
01-100-3101	CIRCUIT COURT FINES	750.00	0.00	1,487.00	750.00	0.00	997.08	132.94
01-100-3102	VILLAGE ORDINANCE FINES	18,000.00	420.00	9,805.00	16,000.00	1,480.00	21,668.57	135.43
01-100-3201	VEHICLE LICENSE	80,000.00	625.00	80,590.00	80,000.00	185.00	76,576.00	95.72
01-100-3202	ANIMAL LICENSE	1,600.00	200.00	1,505.00	1,500.00	20.00	986.50	65.77
01-100-3203	LIQUOR LICENSE	4,000.00	3,750.00	4,750.00	4,250.00	3,750.00	4,750.00	111.76
01-100-3301	PERMITS-BUILDING	300,000.00	36,704.49	650,918.64	650,000.00	14,193.17	662,445.28	101.91
01-100-3306	PLAN REVIEW	27,000.00	3,664.16	56,609.96	67,000.00	2,400.00	73,704.14	110.01
01-100-3307	ZONING REVIEW	5,000.00	300.00	9,200.00	8,000.00	200.00	8,350.00	104.38
01-100-3308	ZBA FILING FEE	1,050.00	350.00	4,900.00	2,640.00	0.00	5,727.53	216.95
01-100-3309	BRC (DEMO) FILING FEES	350.00	0.00	350.00	350.00	0.00	1,050.00	300.00
01-100-3310	TREE PERMIT	500.00	0.00	200.00	300.00	0.00	0.00	0.00
01-100-3311	ARC FILING FEE	350.00	0.00	700.00	700.00	350.00	1,700.00	242.86
01-100-3312	RE-INSPECTION FEE	750.00	225.00	1,050.00	750.00	0.00	1,250.00	166.67
01-100-3398	CONSTRUCTION PARKING PERMITS	1,500.00	90.00	894.00	1,500.00	120.00	2,736.00	182.40
01-100-3399	PERMITS-PARKING	10,000.00	929.00	13,575.00	10,000.00	237.00	14,595.50	145.96
01-100-3401	AMBULANCE USERS FEE	20,000.00	0.00	12,375.26	20,000.00	0.00	2,314.68	11.57
01-100-3402	SPECIAL EVENT & USE FEE	2,500.00	0.00	725.00	1,000.00	75.00	3,542.50	354.25
01-100-3403	ELEVATOR INSPECTIONS	100.00	0.00	393.00	180.00	0.00	329.00	182.78
01-100-3404	FIRE AND BURGLAR ALARM FEES	6,500.00	2,675.00	5,975.00	6,000.00	1,975.00	4,300.00	71.67
01-100-3405	YARD WASTE STICKERS	9,000.00	387.50	9,632.50	10,000.00	165.00	10,250.00	102.50
01-100-3407	SPECIAL DUTY DETAIL	3,000.00	300.00	4,162.50	3,000.00	0.00	1,050.00	35.00
01-100-3432	REFUSE & RECYCLING FEES	96,000.00	8,000.00	96,000.00	96,000.00	16,000.00	96,045.90	100.05
01-100-3436	ANTENNA LEASE FEES	182,136.00	152,557.84	359,037.04	187,601.00	0.00	171,865.81	91.61
01-100-3499	MISCELLANEOUS FEES	0.00	203.06	225.66	0.00	0.00	1.00	100.00
01-100-3501	CABLE TV FRANCHISE FEE	51,000.00	9,619.38	46,271.63	49,000.00	0.00	21,993.58	44.88
01-100-3603	STATE GRANTS	0.00	0.00	300,905.00	0.00	0.00	0.00	0.00
01-100-3605	GRANTS - MISC	0.00	10,000.00	12,968.38	0.00	0.00	2,460.00	100.00
01-100-3701	INTEREST INCOME	125,000.00	23,500.06	278,339.04	260,000.00	0.00	308,194.13	118.54
01-100-3801	INSURANCE PROCEEDS (IRMA)	0.00	0.00	0.00	0.00	0.00	223.00	100.00
01-100-3802	ADJUSTMENT-EXCESS INS SURPLUS	0.00	138,820.00	138,820.00	0.00	0.00	0.00	0.00
01-100-3803	ADJUST-DEDUCTIBLE RESERVE	0.00	4,554.00	14,554.00	0.00	0.00	0.00	0.00
01-100-3901	SALE OF FIXED ASSETS	1,500.00	0.00	1,175.00	0.00	0.00	268.66	100.00
01-100-3904	TREE CONTRIBUTIONS	1,000.00	0.00	15,093.25	1,000.00	0.00	5,250.00	525.00
01-100-3989	OTHER INCOME	3,000.00	1,030.30	5,435.07	8,878.00	261.00	8,741.92	98.47
01-100-4010	REGULAR SALARIES	277,563.00	25,174.45	216,598.96	244,663.00	24,757.69	248,486.17	101.56
01-100-4019	MERIT-VACATION BUY BACK	19,500.00	0.00	0.00	15,000.00	0.00	0.00	0.00
01-100-4021	PART TIME SALARIES	43,273.00	0.00	4,554.00	0.00	0.00	0.00	0.00
01-100-4023	AUTO ALLOWANCE	4,800.00	0.00	1,600.00	0.00	400.00	3,200.00	100.00
01-100-4028	EMPLOYEE BENEFITS-MEDICAL	22,086.00	2,265.59	17,000.39	9,068.00	2,698.06	14,090.23	155.38
01-100-4029	EMPLOYEE BENEFITS-DENTAL	1,208.00	159.49	1,138.66	496.00	134.99	608.96	122.77
01-100-4030	EMPLOYEE BENEFITS-LIFE	520.00	148.77	592.67	539.00	(15.50)	529.10	98.16
01-100-4031	FICA & MEDICARE-EMPLOYER	24,911.00	1,836.90	19,255.30	18,717.00	1,292.57	18,506.40	98.87
01-100-4032	IMRF-EMPLOYER	6,449.00	728.15	4,428.67	4,918.00	188.20	1,864.50	37.91

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GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-100-4033	UNEMPLOYMENT-EMPLOYER	296.00	0.00	573.33	550.00	0.00	243.24	44.23
01-100-4040	IMRF- ADDITIONAL CONTRIBUTION	25,000.00	0.00	25,000.00	0.00	0.00	0.00	0.00
01-100-5021	AUDITING	25,215.00	0.00	22,485.00	22,200.00	0.00	25,250.00	113.74
01-100-5022	JULIE FEES	900.00	0.00	721.09	543.00	0.00	542.85	99.97
01-100-5023	PLAN REVIEW & INSPECT. SERVICE	56,750.00	15,273.56	107,560.41	131,096.00	22,830.54	130,050.78	99.20
01-100-5036	PRINTING AND PUBLISHING	9,100.00	1,465.34	11,992.24	10,750.00	1,129.00	5,678.04	52.82
01-100-5041	TELEPHONE	2,400.00	192.84	2,311.55	2,366.00	0.00	3,184.13	134.58
01-100-5042	CELL PHONE	650.00	0.00	183.30	600.00	112.06	558.19	93.03
01-100-5051	MISCELLANEOUS SERVICE	11,638.00	1,114.18	11,920.98	11,373.00	0.00	11,767.89	103.47
01-100-5071	POSTAGE	3,660.00	9.68	1,421.10	1,440.00	414.66	2,300.96	159.79
01-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	11,570.00	132.00	12,260.48	14,041.00	150.00	13,723.85	97.74
01-100-5092	PROFESSIONAL SERVICES	9,917.00	0.00	61,489.20	9,270.00	0.00	5,129.45	55.33
01-100-5093	PROF SERVICE-FINANCE	59,535.00	14,883.75	55,169.25	65,476.00	5,214.36	58,714.84	89.67
01-100-5095	PROF SERVICES-BPZ-MISC	67,200.00	8,104.19	64,519.35	83,157.00	9,372.35	78,254.15	94.10
01-100-5096	PROF SERVICES-PLANNING	77,500.00	9,954.85	125,007.93	177,694.00	35,555.29	167,601.18	94.32
01-100-5097	PROF SERVICES-EXEC SEARCH	0.00	0.00	24,591.79	0.00	0.00	0.00	0.00
01-100-5098	PROF SERVICES-HISTORIC PRESERV	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00
01-100-5099	PROF SERVICES-ECON DEVELOPMENT	22,500.00	0.00	0.00	0.00	0.00	0.00	0.00
01-100-5100	PROFESSIONAL SERVICES-IT	44,784.00	6,676.00	40,202.90	41,750.00	6,941.34	37,942.49	90.88
01-100-5178	REPAIR/MAINT VEHICLE & EQUIP	500.00	0.00	0.00	0.00	0.00	0.00	0.00
01-100-6024	OFFICE SUPPLIES	2,500.00	51.14	1,894.93	2,120.00	154.34	731.87	34.52
01-100-6025	OTHER SUPPLIES	600.00	10.55	1,394.60	800.00	0.00	721.36	90.17
01-100-7003	RECRUITMENT & TRAINING	2,400.00	625.00	1,099.00	1,925.00	0.00	440.00	22.86
01-100-7005	MISCELLANEOUS EXPENSE	1,440.00	17.56	7,455.43	1,800.00	163.55	537.08	29.84
01-100-7006	MEETINGS & CONFERENCES	1,770.00	35.00	1,115.15	4,315.00	0.00	3,813.77	88.38
01-100-7030	VILLAGE EVENTS	250.00	0.00	150.00	250.00	0.00	0.00	0.00
01-100-7395	FUNDS TRANSFER OUT	0.00	0.00	0.00	2,250,000.00	0.00	2,250,000.00	100.00
01-100-8002	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	397.00	100.00
01-100-8003	SOFTWARE	13,044.00	1,643.86	11,217.78	15,775.00	824.61	18,664.37	118.32
01-100-8004	COMPUTER EQUIPMENT	0.00	0.00	914.49	0.00	0.00	0.00	0.00
01-200-5001	MAINTENANCE OF OFFICE EQUIP	1,205.00	0.00	600.49	200.00	0.00	0.00	0.00
01-200-5004	INSURANCE-GENERAL LIABILITY	90,497.00	0.00	86,157.50	95,000.00	0.00	95,000.00	100.00
01-200-5005	INSURANCE-WORKERS COMP	37,616.00	0.00	36,924.50	38,000.00	0.00	34,066.00	89.65
01-200-5024	VILLAGE ATTORNEY-BASE	55,000.00	12,464.37	67,824.68	52,000.00	5,230.63	46,841.13	90.08
01-200-5025	VILLAGE PROSECUTOR	4,200.00	525.00	4,025.00	4,200.00	0.00	1,557.50	37.08
01-200-5027	VILL ATTORNEY-COMP PLAN & COMM	8,000.00	0.00	9,290.00	10,000.00	0.00	7,082.50	70.83
01-200-5028	VILL ATTORNEY ZONING/ZBA	21,000.00	2,275.90	24,041.60	27,500.00	2,018.50	21,613.00	78.59
01-200-5029	VILL ATTORNEY-SUBDIVISIONS	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00
01-200-5044	INTERNET SERVICES	2,520.00	209.00	2,854.22	3,000.00	431.64	2,741.35	91.38
01-300-4010	MAINTENANCE SALARIES	15,472.00	1,709.64	15,827.88	16,134.00	1,667.57	16,296.04	101.00
01-300-4011	OVERTIME	1,200.00	56.56	364.58	1,200.00	242.74	629.51	52.46
01-300-4019	MERIT-VACATION BUY BACK	150.00	0.00	0.00	0.00	0.00	0.00	0.00
01-300-4028	EMPLOYEE BENEFITS-MEDICAL	4,366.00	674.93	3,737.40	4,653.00	713.85	3,979.19	85.52
01-300-4029	EMPLOYEE BENEFITS-DENTAL	268.00	38.83	215.21	269.00	38.85	215.21	80.00
01-300-4031	FICA & MEDICARE EMPLOYER	1,260.00	124.10	1,181.62	1,315.00	141.66	1,241.42	94.40
01-300-4032	IMRF-EMPLOYER	331.00	33.71	313.80	346.00	14.11	125.03	36.14
01-300-5046	OUTSIDE MAINT-TRAIN STATION	4,000.00	540.12	4,282.32	4,446.00	268.72	4,208.00	94.65
01-300-5047	OUTSIDE MAINT SERVICES-PW	8,275.00	0.00	5,319.50	4,500.00	0.00	5,709.00	126.87
01-300-5048	OUTSIDE MAINT SERVICE-VIL HALL	17,380.00	466.00	15,206.76	20,460.00	615.00	17,281.00	84.46
01-300-5092	PROFESSIONAL SERVICES	50.00	0.00	50.00	50.00	0.00	50.00	100.00
01-300-6023	JANITORIAL SUPPLIES	1,600.00	64.74	1,978.50	1,700.00	135.60	1,934.59	113.80
01-300-6024	BLDG REPAIRS-TRAIN STATION	500.00	0.00	731.04	250.00	11.25	233.46	93.38
01-300-6025	BLDG REPAIRS-VILLAGE HALL	5,000.00	2,464.51	10,679.95	8,000.00	1,367.28	9,311.75	116.40
01-300-6026	BLDG REPAIRS-PUBLIC WORKS	6,000.00	8.99	2,110.96	0.00	0.00	6,141.00	100.00
01-300-6027	MAINT & CONSTRUCTION SUPPLIES	2,000.00	48.35	1,948.67	2,000.00	191.45	1,995.18	99.76

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		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-300-6028	HEATING, ELECT & WATER UTIL	2,700.00	704.99	704.99	0.00	0.00	2,548.26	100.00
01-300-8002	MACHINERY & EQUIPMENT	0.00	0.00	229.97	0.00	0.00	0.00	0.00
01-400-4010	REGULAR SALARIES	207,664.00	22,195.25	213,202.21	217,820.00	21,556.57	219,471.39	100.76
01-400-4011	OVER TIME SALARIES	10,000.00	588.69	3,792.99	7,000.00	2,524.66	6,548.16	93.55
01-400-4019	MERIT-VACATION BUY BACK	1,560.00	0.00	0.00	1,300.00	0.00	0.00	0.00
01-400-4028	EMPLOYEE BENEFITS-MEDICAL	45,402.00	7,512.93	41,453.45	37,538.00	8,530.30	45,471.27	121.13
01-400-4029	EMPLOYEE BENEFITS-DENTAL	2,791.00	432.15	2,373.18	2,791.00	464.62	2,454.32	87.94
01-400-4030	EMPLOYEE BENEFITS-LIFE	386.00	36.43	441.73	410.00	0.00	415.48	101.34
01-400-4031	FICA & MEDICARE EMPLOYER	15,210.00	1,597.34	15,899.87	15,853.00	1,790.32	16,651.82	105.04
01-400-4032	IMRF EMPLOYER	4,406.00	432.63	4,204.56	4,590.00	178.20	1,672.77	36.44
01-400-4033	UNEMPLOYMENT EMPLOYER	195.00	0.00	386.67	550.00	0.00	237.24	43.13
01-400-4039	EMPLOYEE BENEFITS-OTHER	0.00	0.00	0.00	1,020.00	0.00	0.00	0.00
01-400-5041	TELEPHONE	780.00	69.91	789.91	960.00	0.00	807.26	84.09
01-400-5042	CELLULAR PHONE SERVICE	2,200.00	10.87	2,314.68	2,220.00	405.19	2,073.48	93.40
01-400-5048	OUTSIDE MAINTENANCE SERVICE	32,000.00	5,335.59	37,442.95	34,000.00	6,701.84	29,053.54	85.45
01-400-5091	DUES, MEMBERSHIP & SUBSCRIPTION	7,500.00	0.00	7,459.00	7,830.00	0.00	7,823.70	99.92
01-400-5093	PROF SERVICE-FINANCE	2,205.00	551.25	2,021.25	2,303.00	193.13	2,049.47	88.99
01-400-5178	REPAIR/MAINT VEHICLES & EQUIP	9,000.00	2,601.47	8,921.24	11,000.00	2,686.32	13,470.05	122.46
01-400-5184	SIGNS-TRAFFIC & STREETS	2,000.00	0.00	3,119.92	1,000.00	0.00	184.14	18.41
01-400-5322	ENGINEERING SERVICES	11,724.50	7,750.00	11,724.50	0.00	0.00	0.00	0.00
01-400-5346	EQUIPMENT RENTAL	3,000.00	0.00	739.20	1,000.00	0.00	2,313.27	231.33
01-400-6024	OFFICE SUPPLIES	200.00	0.00	15.37	200.00	2.79	26.93	13.47
01-400-6025	OTHER SUPPLIES	1,500.00	168.25	2,189.17	1,500.00	588.59	1,680.32	112.02
01-400-6027	MAINT & CONSTRUCTION SUPPLIES	12,768.37	2,973.44	16,931.51	12,000.00	1,589.50	12,990.57	108.25
01-400-6029	UNIFORMS	3,000.00	201.60	3,143.81	2,400.00	259.05	2,769.67	115.40
01-400-6036	SAFETY EQUIPMENT	500.00	0.00	2,159.80	500.00	77.97	486.86	97.37
01-400-6038	SNOW REMOVAL SUPPLIES	22,007.13	1,116.20	25,180.99	19,750.00	477.89	15,839.80	80.20
01-400-7002	FUEL	12,000.00	1,144.35	5,410.84	8,500.00	656.51	5,693.18	66.98
01-400-7003	RECRUITMENT & TRAINING	1,000.00	0.00	189.22	500.00	0.00	99.00	19.80
01-400-7005	MISCELLANEOUS EXPENSE	500.00	0.00	1,311.52	500.00	151.28	201.28	40.26
01-400-8002	MACHINERY & EQUIPMENT	1,250.00	0.00	1,540.76	500.00	0.00	143.92	28.78
01-400-8003	COMPUTER SOFTWARE	1,661.00	437.35	1,986.45	2,200.00	0.00	2,211.64	100.53
01-400-8006	STREET IMPROVEMENTS	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00
01-500-4010	REGULAR SALARIES	37,964.00	3,076.59	28,127.12	32,733.00	2,929.84	32,860.01	100.39
01-500-4019	MERIT-VACATION BUY BACK	3,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
01-500-4028	EMPLOYEE BENEFITS-MEDICAL	3,980.00	893.77	5,888.67	2,015.00	362.84	4,074.20	202.19
01-500-4029	EMPLOYEE BENEFITS-DENTAL	220.00	25.38	176.23	111.00	0.00	18.89	17.02
01-500-4031	FICA & MEDICARE EMPLOYER	2,904.00	217.59	2,101.06	2,030.00	126.29	2,382.32	117.36
01-500-4032	IMRF EMPLOYER	763.00	57.77	541.78	658.00	21.67	243.08	36.94
01-500-5092	PROFESSIONAL SERVICES	0.00	0.00	8,659.03	0.00	0.00	0.00	0.00
01-500-5093	PROF SERVICE-FINANCE	2,205.00	551.25	2,021.25	2,303.00	193.13	2,049.47	88.99
01-500-5663	WASTE DUMPING CHARGE	52,968.00	0.00	51,485.15	45,877.00	0.00	44,156.00	96.25
01-500-5664	LEAF PICKUP	12,500.00	0.00	12,500.00	12,500.00	0.00	12,500.00	100.00
01-600-5091	DUES & SUBSCRIPTIONS	2,500.00	0.00	2,303.20	2,500.00	0.00	2,556.89	102.28
01-600-5092	PROFESSIONAL SERVICES	5,100.00	786.25	8,406.25	5,600.00	935.00	8,436.25	150.65
01-600-5766	WINTER TREE TRIMMING	17,000.00	0.00	17,000.00	25,000.00	0.00	25,000.00	100.00
01-600-5767	TREE REMOVAL & TRIMMING	32,000.00	2,850.00	37,000.00	33,000.00	2,230.00	35,531.60	107.67
01-600-5768	TREE PLANTING PROGRAM	11,300.00	0.00	16,857.26	17,620.00	10,525.00	10,525.00	59.73
01-600-6027	MAINT & CONSTRUCTION SUPPLIES	500.00	0.00	910.26	600.00	0.00	1,359.96	226.66
01-700-4010	REGULAR SALARIES	15,472.00	1,709.66	15,828.74	16,134.00	1,667.70	16,297.09	101.01
01-700-4011	OVERTIME SALARIES	500.00	56.58	364.73	500.00	242.75	629.64	125.93
01-700-4019	MERIT-VACATION BUY BACK	150.00	0.00	0.00	0.00	0.00	0.00	0.00
01-700-4028	EMPLOYEE BENEFITS-MEDICAL	4,366.00	674.92	3,737.23	4,653.00	713.85	3,981.49	85.57
01-700-4029	EMPLOYEE BENEFITS-DENTAL	268.00	38.83	215.13	269.00	38.83	214.2	79.97
01-700-4031	FICA & MEDICARE EMPLOYER	1,222.00	124.12	1,181.76	1,277.00	141.69	1,241.74	97.24

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		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-700-4032	IMRF EMPLOYER	321.00	33.72	313.88	336.00	14.16	125.39	37.32
01-700-5048	OUTSIDE MAINTENANCE SERVICE	6,500.00	0.00	5,700.00	8,096.00	1,823.40	2,735.10	33.78
01-700-5178	REPAIR/MAINT VEHICLES & EQUIP	2,500.00	0.00	565.84	600.00	0.00	0.00	0.00
01-700-6025	OTHER SUPPLIES	3,500.00	2,186.84	3,860.77	2,300.00	0.00	2,343.69	101.90
01-700-6028	HEATING, ELECT & WATER UTIL	8,000.00	1,626.35	11,753.17	12,000.00	1,631.80	7,487.77	62.40
01-700-7002	FUEL	800.00	65.42	311.33	375.00	38.34	332.50	88.67
01-700-8015	CABLING, POSTS & LANTERNS	3,350.00	0.00	1,843.71	3,500.00	(2,139.00)	(5,706.03)	(163.03)
01-800-3402	BEACH FEES	45,000.00	0.00	52,755.00	59,790.00	0.00	60,090.00	100.50
01-800-3989	OTHER INCOME	5,000.00	0.00	880.00	10,250.00	0.00	10,250.00	100.00
01-800-4021	PART TIME SALARIES	38,000.00	0.00	44,209.75	35,150.00	0.00	35,149.85	100.00
01-800-4031	FICA & MEDICARE EMPLOYER	2,754.00	0.00	3,382.08	3,500.00	0.00	2,688.97	76.83
01-800-4033	UNEMPLOYMENT EMPLOYER	261.00	0.00	516.97	500.00	0.00	220.65	44.13
01-800-5036	PRINTING & PUBLISHING	733.00	0.00	908.98	800.00	0.00	971.99	121.50
01-800-5041	TELEPHONE	780.00	74.98	867.34	1,300.00	0.00	673.93	51.84
01-800-5051	MISCELLANEOUS SERVICES	700.00	0.00	602.20	600.00	0.00	603.00	100.50
01-800-5054	LABORATORY SERVICES	890.00	0.00	1,177.20	1,200.00	0.00	832.00	69.33
01-800-5091	DUES, MEMBERSHIPS & SUBSCRIPT	2,500.00	0.00	2,303.20	2,500.00	0.00	2,406.90	96.28
01-800-5346	EQUIPMENT RENTAL	800.00	0.00	500.00	0.00	0.00	0.00	0.00
01-800-6025	OTHER SUPPLIES	1,500.00	36.14	3,451.63	2,850.00	0.00	2,686.10	94.25
01-800-7003	RECRUITMENT & TRAINING	570.00	0.00	170.00	2,870.00	0.00	1,475.00	51.39
01-800-8002	MACHINERY & EQUIPMENT	735.00	0.00	81.67	200.00	0.00	115.82	57.91
01-800-8007	FACILITY IMPROVE & ALTERATIONS	3,800.00	0.00	7,622.22	700.00	71.96	1,384.29	197.76
01-900-4000	PROCEEDS FROM LEASE ISSUANCE	0.00	75,000.00	75,000.00	0.00	0.00	0.00	0.00
01-900-4010	REGULAR SALARIES	918,197.00	85,921.77	943,777.92	1,034,347.00	79,951.41	960,314.48	92.84
01-900-4011	OVERTIME SALARIES	45,000.00	7,948.51	54,907.34	50,000.00	6,566.92	50,852.07	101.70
01-900-4019	MERIT-VACATION BUY BACK	0.00	2,185.71	5,185.71	0.00	750.00	4,150.00	100.00
01-900-4021	PART TIME SALARIES	140,242.00	8,373.10	114,088.89	68,000.00	5,270.92	68,476.21	100.70
01-900-4023	AUTO ALLOWANCE	4,800.00	528.57	4,928.57	4,800.00	0.00	3,400.00	70.83
01-900-4028	EMPLOYEE BENEFITS-MEDICAL	210,808.00	37,646.52	214,574.32	223,781.00	37,371.46	222,682.38	99.51
01-900-4029	EMPLOYEE BENEFITS-DENTAL	11,719.00	2,035.43	11,316.58	11,720.00	2,287.20	12,393.01	105.74
01-900-4030	EMPLOYEE BENEFITS-LIFE	1,165.00	151.15	1,811.34	1,342.00	0.00	1,741.88	129.80
01-900-4031	FICA & MEDICARE EMPLOYER	34,491.00	4,300.94	49,589.81	48,807.00	5,287.24	52,155.84	106.86
01-900-4032	IMRF EMPLOYER	148.00	109.97	1,107.44	1,189.00	49.40	451.86	38.00
01-900-4033	UNEMPLOYMENT EMPLOYER	1,786.00	0.00	3,528.06	3,760.00	0.00	1,648.75	43.85
01-900-4035	DEF CONTRIB PLAN	20,405.00	2,373.39	27,252.16	31,220.00	3,850.53	34,250.10	109.71
01-900-4050	TRANSFER OF LEVY FUNDS-POLPEN	816,000.00	(7,797.34)	834,908.74	759,873.00	0.00	441,376.15	58.09
01-900-4051	TRANS TO POLPEN-EXTRA	75,000.00	75,000.00	75,000.00	20,000.00	0.00	0.00	0.00
01-900-5001	MAINT OF OFFICE EQUIPMENT	100.00	0.00	0.00	50.00	0.00	0.00	0.00
01-900-5036	PRINTING AND PUBLISHING	500.00	0.00	135.70	600.00	525.27	865.07	144.18
01-900-5041	TELEPHONE	2,100.00	158.16	1,893.00	2,100.00	0.00	2,560.47	121.93
01-900-5042	CELLULAR PHONE SERVICE	3,816.00	431.34	2,343.71	2,800.00	810.34	4,282.12	152.93
01-900-5048	OUTSIDE MAINTENANCE SERVICES	1,500.00	0.00	489.00	1,600.00	0.00	465.00	29.06
01-900-5053	CRIMINAL JUSTICE CONNECTIVITY	4,200.00	0.00	561.24	0.00	0.00	0.00	0.00
01-900-5054	RADIO SYSTEM AIR TIME	5,800.00	624.00	7,080.00	7,488.00	0.00	3,840.00	51.28
01-900-5071	POSTAGE	200.00	0.00	24.87	125.00	0.00	0.00	0.00
01-900-5091	DUES, MEMBERSHIPS & SUBSCRIPT	26,000.00	503.18	26,212.58	40,716.00	486.34	44,962.31	110.43
01-900-5093	MUNICIPAL PARTNERSHIPS	25,000.00	551.25	23,451.25	24,163.00	193.13	22,875.47	94.67
01-900-5095	PROFESSIONAL SERVICES-DISPATCH	217,478.00	0.00	217,480.00	226,177.00	0.00	226,177.00	100.00
01-900-5177	REPAIR/MAINT COMPUTER EQUIP	500.00	0.00	135.00	200.00	0.00	646.95	323.48
01-900-5178	REPAIR/MAINT VEHICLES & EQUIP	10,000.00	226.48	10,874.95	10,540.00	1,186.25	9,610.31	91.18
01-900-6024	OFFICE SUPPLIES	2,200.00	0.00	1,146.75	1,400.00	0.00	1,176.40	84.03
01-900-6025	OTHER SUPPLIES	6,500.00	30.34	4,066.86	5,200.00	1,612.40	3,982.41	76.58
01-900-6029	UNIFORMS-PERSON PROTECT EQUIP	9,000.00	1,487.50	12,085.03	12,000.00	1,304.85	10,318.40	85.99
01-900-7002	FUEL	16,000.00	2,293.23	11,859.33	12,500.00	1,374.78	10,344.23	82.76
01-900-7003	RECRUITMENT & TRAINING	11,000.00	4,351.00	16,773.15	19,725.00	3,676.00	21,155.82	107.25

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
 PERIOD ENDING 12/31/2025  
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 REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 01 - GENERAL FUND								
01-900-7004	COMMUNITY SERVICE	3,500.00	0.00	3,225.95	2,750.00	158.11	2,473.99	89.96
01-900-7005	MISCELLANEOUS EXPENSE	750.00	0.00	170.22	500.00	0.00	353.00	70.60
01-900-7006	MEETINGS & CONFERENCES	500.00	0.00	215.52	500.00	0.00	500.66	100.13
01-900-8001	OFFICE FURNITURE	500.00	0.00	299.54	300.00	0.00	0.00	0.00
01-900-8002	MACHINERY & EQUIPMENT	500.00	75,000.00	75,000.00	8,400.00	0.00	8,919.76	106.19
01-900-8003	SOFTWARE	3,437.00	1,748.97	3,437.20	3,500.00	0.00	5,033.19	143.81
01-900-8004	COMPUTER EQUIPMENT	300.00	0.00	0.00	1,250.00	0.00	0.00	0.00
01-950-4010	REGULAR SALARIES	13,811.00	1,421.41	12,949.79	12,770.00	0.00	11,212.25	87.80
01-950-4028	EMPLOYEE BENEFITS-MEDICAL	2,895.00	149.13	669.86	3,085.00	0.00	873.25	28.31
01-950-4029	EMPLOYEE BENEFITS-DENTAL	162.00	(1.95)	246.68	162.00	0.00	(1.03)	(0.64)
01-950-4031	MEDICARE	201.00	16.76	162.29	186.00	0.00	145.19	78.06
01-950-5051	MISCELLANEOUS SERVICES	1,800.00	739.13	1,509.94	1,800.00	365.60	1,727.85	95.99
01-950-5156	FIRE PROTECTION	467,472.00	0.00	467,471.05	479,158.00	0.00	479,157.83	100.00
01-950-8002	FOREIGN FIRE EXPENSES	5,000.00	0.00	33,333.33	0.00	0.00	0.00	0.00
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Fund 01 - GENERAL FUND:								
TOTAL REVENUES		5,192,145.00	555,645.45	6,827,386.17	6,222,497.00	46,994.72	4,629,772.47	74.40
TOTAL EXPENDITURES		4,968,788.00	491,662.10	5,156,495.28	7,262,991.00	348,889.09	6,759,768.72	93.07
NET OF REVENUES & EXPENDITURES		223,357.00	63,983.35	1,670,890.89	(1,040,494.00)	(301,894.37)	(2,129,996.25)	204.71

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH

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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 02 - SEWER SERVICE FUND								
02-100-3430	SEWER CHARGES	101,200.00	8,302.76	105,128.47	114,033.00	8,654.94	114,975.29	100.83
02-100-3701	INTEREST INCOME	18,000.00	2,130.61	25,789.60	18,000.00	0.00	18,565.33	103.14
02-100-3989	OTHER INCOME	0.00	0.00	100.00	0.00	0.00	0.00	0.00
02-100-4010	REGULAR SALARIES	40,226.00	4,445.43	41,154.42	41,950.00	4,335.71	42,372.18	101.01
02-100-4011	OVERTIME SALARIES	0.00	147.16	948.25	0.00	631.19	1,637.12	100.00
02-100-4019	MERIT-VACATION BUY BACK	390.00	0.00	0.00	0.00	0.00	0.00	0.00
02-100-4028	EMPLOYEE BENEFITS-MEDICAL	11,351.00	1,748.45	9,663.30	12,098.00	1,856.09	9,277.62	76.69
02-100-4029	EMPLOYEE BENEFITS-DENTAL	597.00	100.89	558.98	597.00	100.92	559.00	93.63
02-100-4030	EMPLOYEE BENEFITS-LIFE	50.00	0.00	0.00	54.00	0.00	0.00	0.00
02-100-4031	FICA & MEDICARE-EMPLOYER	3,077.00	322.71	3,072.34	3,219.00	368.43	3,228.22	100.29
02-100-4032	IMRF-EMPLOYER	809.00	87.66	816.07	846.00	36.75	325.66	38.49
02-100-4033	UNEMPLOYMENT-EMPLOYER	49.00	0.00	97.16	103.00	0.00	45.17	43.85
02-100-5048	OUTSIDE MAINTENANCE SERVICES	35,000.00	102.50	13,408.92	11,965.00	2,100.00	14,065.00	117.55
02-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	2,500.00	0.00	2,303.20	2,500.00	0.00	2,406.90	96.28
02-100-5178	REPAIR/MAINT VEHICLES & EQUIP	0.00	0.00	180.49	1,400.00	0.00	1,336.52	95.47
02-100-6027	MAINT & CONSTRUCTION SUPPLIES	3,000.00	0.00	5,451.89	4,600.00	0.00	1,145.32	24.90
02-100-7050	PERMIT FEE	750.00	0.00	0.00	0.00	0.00	0.00	0.00
02-100-8003	SOFTWARE	4,627.00	218.63	4,865.93	5,375.00	0.00	5,104.08	94.96
02-100-8012	SEWER REPAIRS	10,000.00	0.00	11,025.07	12,000.00	0.00	10,152.86	84.61
Fund 02 - SEWER SERVICE FUND:								
TOTAL REVENUES		119,200.00	10,433.37	131,018.07	132,033.00	8,654.94	133,540.62	101.14
TOTAL EXPENDITURES		112,426.00	7,173.43	93,546.02	96,707.00	9,429.09	91,655.65	94.78
NET OF REVENUES & EXPENDITURES		6,774.00	3,259.94	37,472.05	35,326.00	(774.15)	41,884.97	118.57

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GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 06 - MFT FUND								
06-100-3701	INTEREST INCOME	18,000.00	2,905.33	36,064.58	38,500.00	0.00	34,900.01	90.65
06-100-3801	MFT ALLOTMENTS	109,850.00	9,782.45	111,747.68	107,011.00	0.00	104,223.27	97.39
06-100-8007	ROAD PROJECTS	0.00	0.00	0.00	229,642.00	229,642.55	229,642.55	100.00
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Fund 06 - MFT FUND:								
TOTAL REVENUES		127,850.00	12,687.78	147,812.26	145,511.00	0.00	139,123.28	95.61
TOTAL EXPENDITURES		0.00	0.00	0.00	229,642.00	229,642.55	229,642.55	100.00
NET OF REVENUES & EXPENDITURES		127,850.00	12,687.78	147,812.26	(84,131.00)	(229,642.55)	(90,519.27)	107.59

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH

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REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 14 - TAX INCREMENT FINANCING								
14-100-3001	CURRENT TAX LEVY	90,000.00	(9,216.61)	309,007.20	200,000.00	0.00	172,763.74	86.38
14-100-3701	INTEREST INCOME	13,500.00	7,654.73	59,290.50	60,000.00	0.00	67,401.48	112.34
14-100-3992	FUND TRANSFER IN	800,000.00	0.00	800,000.00	0.00	0.00	0.00	0.00
14-100-5024	VILLAGE ATTORNEY-BASE	0.00	0.00	0.00	10,000.00	78.00	832.00	8.32
14-100-5092	PROFESSIONAL SERVICES	0.00	0.00	18,500.00	0.00	0.00	0.00	0.00
14-100-5096	PROF SERVICES-PLANNING	40,000.00	8,149.73	21,449.73	2,500.00	0.00	0.00	0.00
14-100-5322	ENGINEERING SERVICES	100,000.00	35,029.50	51,354.00	20,000.00	0.00	56,919.75	284.60
14-100-6027	MAINT & CONSTRUCTION SUPPLIES	0.00	0.00	0.00	300.00	0.00	0.00	0.00
14-100-8006	STREET IMPROVEMENTS	0.00	0.00	0.00	15,000.00	0.00	13,670.50	91.14
14-100-8012	SEWER REPAIRS	700,000.00	0.00	0.00	0.00	0.00	0.00	0.00
14-100-8102	FAÇADE IMPROVEMENT GRANT	45,000.00	0.00	0.00	15,000.00	0.00	0.00	0.00
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Fund 14 - TAX INCREMENT FINANCING:								
TOTAL REVENUES		903,500.00	(1,561.88)	1,168,297.70	260,000.00	0.00	240,165.22	92.37
TOTAL EXPENDITURES		885,000.00	43,179.23	91,303.73	62,800.00	78.00	71,422.25	113.73
NET OF REVENUES & EXPENDITURES		18,500.00	(44,741.11)	1,076,993.97	197,200.00	(78.00)	168,742.97	85.57

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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 23 - KW 2023 CAPTIAL PROJECTS FUND								
23-100-3701	INTEREST INCOME	75,000.00	4,191.80	86,585.58	43,000.00	0.00	33,800.85	78.61
23-100-3989	OTHER INCOME	0.00	12,000.00	12,000.00	(9,199.00)	0.00	0.00	0.00
23-100-5036	PRINTING & PUBLISHING	250.00	0.00	150.00	0.00	0.00	0.00	0.00
23-100-5092	PROFESSIONAL SERVICES	0.00	(155,578.88)	56,254.05	0.00	0.00	0.00	0.00
23-100-7395	FUNDS TRANSFER OUT	800,000.00	0.00	800,000.00	1,200,000.00	0.00	1,174,712.00	97.89
23-100-7396	TRANSFER-CAPITAL ITEM	0.00	0.00	0.00	(25,288.00)	0.00	0.00	0.00
23-400-7005	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	(34.00)	100.00
23-400-8006	STREET IMPROVEMENTS	12,000.00	670.00	10,770.96	0.00	0.00	0.00	0.00
23-935-5322	ENGINEERING-WATER	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00
23-935-8008	ROAD PROJECTS	1,200,000.00	0.00	0.00	0.00	0.00	0.00	0.00
23-992-8014	STORM SEWER IMPROVEMENTS	0.00	0.00	2,750.00	0.00	0.00	0.00	0.00
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Fund 23 - KW 2023 CAPTIAL PROJECTS FUND:								
TOTAL REVENUES		75,000.00	16,191.80	98,585.58	33,801.00	0.00	33,800.85	100.00
TOTAL EXPENDITURES		2,062,250.00	(154,908.88)	869,925.01	1,174,712.00	0.00	1,174,678.00	100.00
NET OF REVENUES & EXPENDITURES		(1,987,250.00)	171,100.68	(771,339.43)	(1,140,911.00)	0.00	(1,140,877.15)	100.00

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GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 26 - LONG-TERM DEBT SERVICE								
26-100-3003	PROPERTY TAX-ANNUAL CAP BOND	1,010,000.00	(45,173.31)	1,024,301.17	999,282.00	0.00	494,344.74	49.47
26-100-3004	PROPERTY TAX-2023 CAP BOND	689,200.00	(33,620.17)	707,700.99	790,000.00	0.00	392,550.30	49.69
26-100-3100	BOND PROCEEDS	6,131,406.54	5,613,045.35	6,131,406.54	600,000.00	0.00	0.00	0.00
26-100-3101	BOND PREMIUM	21,794.85	0.00	21,794.85	20,000.00	0.00	0.00	0.00
26-100-3701	INTEREST	30,000.00	455.60	48,148.29	20,000.00	0.00	24,036.44	120.18
26-100-5026	ADMINISTRATIVE BOND EXPENSES	7,142.50	0.00	7,592.50	1,500.00	0.00	3,122.92	208.19
26-100-5032	COST OF ISSUANCE	11,324.05	0.00	11,324.05	0.00	0.00	0.00	0.00
26-100-7300	PAYMENT TO ESCROW AGENT	0.00	5,605,000.00	5,605,000.00	0.00	0.00	0.00	0.00
26-100-7302	PRINC - ANNUAL CAPITAL BOND	960,000.00	0.00	955,000.00	935,000.00	0.00	935,000.00	100.00
26-100-7303	PRINCIPAL-SERIES 2013 CAPITAL	5,605,000.00	0.00	0.00	0.00	0.00	0.00	0.00
26-100-7304	PRINCIPAL - SERIES 2023	375,000.00	0.00	375,000.00	390,000.00	0.00	390,000.00	100.00
26-100-7306	PRINCIPAL - SERIES 2024A	465,000.00	0.00	465,000.00	460,000.00	0.00	440,000.00	95.65
26-100-7312	INTEREST-ANNUAL CAPITAL BOND	38,000.00	0.00	42,615.55	64,282.00	0.00	64,281.25	100.00
26-100-7313	INTEREST-SERIES 2013 CAP BOND	336,300.00	8,045.35	120,145.35	0.00	0.00	0.00	0.00
26-100-7314	INTEREST- SERIES 2023	225,400.00	0.00	225,400.00	210,400.00	0.00	210,400.00	100.00
26-100-7316	INTEREST - SERIES 2024A	139,968.75	0.00	139,968.75	350,000.00	0.00	350,000.00	100.00
26-100-7395	FUND TRANSFER OUT	390,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 26 - LONG-TERM DEBT SERVICE:								
TOTAL REVENUES		7,882,401.39	5,534,707.47	7,933,351.84	2,429,282.00	0.00	910,931.48	37.50
TOTAL EXPENDITURES		8,553,135.30	5,613,045.35	7,947,046.20	2,411,182.00	0.00	2,392,804.17	99.24
NET OF REVENUES & EXPENDITURES		(670,733.91)	(78,337.88)	(13,694.36)	18,100.00	0.00	(1,481,872.69)	8,187.14

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 27 - ANNUAL REFUNDING BOND								
27-100-3100	BOND PROCEEDS	360,000.00	0.00	458,150.00	390,000.00	0.00	0.00	0.00
27-100-3701	INTEREST	89,000.00	24,445.83	280,278.44	200,000.00	0.00	181,107.70	90.55
27-100-3989	OTHER INCOME	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-5029	ADMINISTRATIVE BOND EXPENSES	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-7395	TRANSFER OF FUNDS (OUT)	0.00	0.00	0.00	3,400,000.00	0.00	3,400,000.00	100.00
27-100-8003	SOFTWARE	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-100-8004	COMPUTER EQUIPMENT	2,300.00	0.00	1,206.93	10,000.00	0.00	12,781.33	127.81
27-300-5048	OUTSIDE MAINTENANCE	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00
27-300-8007	BLG IMPROVEMENTS & ALTERATIONS	75,300.00	11,888.00	78,478.17	46,000.00	0.00	42,578.44	92.56
27-400-5048	OUTSIDE SERVICE-ROAD STRIPE	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00
27-400-5184	STREET SIGNS	0.00	0.00	1,381.95	0.00	0.00	0.00	0.00
27-400-5322	ENGINEERING SERV.-PUBLIC WORKS	0.00	0.00	7,215.00	0.00	0.00	0.00	0.00
27-400-8002	EQUIPMENT-STREET DEPT	7,000.00	0.00	6,038.00	0.00	0.00	0.00	0.00
27-400-8006	STREET IMPROVEMENTS	8,000.00	0.00	5,797.21	5,000.00	0.00	5,574.50	111.49
27-400-8007	SIDEWALK PROG - ANNUAL	26,000.00	0.00	18,312.50	27,000.00	0.00	27,000.00	100.00
27-400-8008	ROAD PROJECTS	125,000.00	4,493.23	137,401.99	12,000.00	0.00	8,848.11	73.73
27-400-8010	STORM WATER IMPROVEMENTS	0.00	0.00	0.00	10,000.00	5,250.00	7,792.78	77.93
27-700-8015	CABLING, POSTS, LANTERNS	31,210.00	8,271.00	26,366.00	44,000.00	(2,139.00)	32,106.00	72.97
27-900-8002	MACHINERY & EQUIPMENT	37,845.00	0.00	40,363.46	0.00	0.00	0.00	0.00
27-900-8004	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	3,562.82	100.00
27-935-5092	PROFESSIONAL SERVICES	0.00	0.00	13,695.08	0.00	0.00	0.00	0.00
27-935-8002	MACHINERY & EQUIPMENT	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
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Fund 27 - ANNUAL REFUNDING BOND:								
TOTAL REVENUES		459,000.00	24,445.83	738,428.44	590,000.00	0.00	181,107.70	30.70
TOTAL EXPENDITURES		333,355.00	24,652.23	336,256.29	3,559,000.00	3,111.00	3,540,243.98	99.47
NET OF REVENUES & EXPENDITURES		125,645.00	(206.40)	402,172.15	(2,969,000.00)	(3,111.00)	(3,359,136.28)	113.14

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 28 - 2024A BOND/LAKE FRONT PROJECTS								
28-100-3100	BOND PROCEEDS	1,810,443.46	0.00	1,810,443.46	0.00	0.00	0.00	0.00
28-100-3106	BOND PREMIUM	786,972.65	0.00	786,972.65	0.00	0.00	0.00	0.00
28-100-3701	INTEREST INCOME	15,000.00	9,286.44	52,301.20	50,000.00	0.00	93,447.21	186.89
28-100-3903	GIFTS & CONTRIBUTIONS	10,000.00	0.00	0.00	0.00	400,000.00	946,904.33	100.00
28-100-3990	FUNDS TRANSFER IN	0.00	0.00	0.00	350,000.00	0.00	350,000.00	100.00
28-100-3992	FUND TRANSFER IN	0.00	0.00	0.00	6,474,712.00	0.00	6,474,712.00	100.00
28-100-5024	ATTORNEY FEES	0.00	0.00	0.00	3,000.00	442.00	4,888.00	162.93
28-100-5032	COST OF ISSUANCE	84,775.95	0.00	84,775.95	0.00	0.00	0.00	0.00
28-100-5034	ADMIN BOND EXPENSES	9,331.25	0.00	9,331.25	0.00	0.00	0.00	0.00
28-100-5036	PRINTING AND PUBLISHING	0.00	0.00	0.00	3,000.00	0.00	1,346.97	44.90
28-100-5071	POSTAGE	0.00	0.00	0.00	300.00	0.00	0.00	0.00
28-100-5092	PROFESSIONAL SERVICES	77,550.00	180,708.06	340,715.98	560,050.00	116,221.95	579,157.60	103.41
28-100-6025	OTHER SUPPLIES	0.00	0.00	0.00	4,000.00	0.00	0.00	0.00
28-100-8007	BUILDING IMPROVEMENTS & ALTERA	2,442,759.21	477,519.22	485,519.59	4,974,575.00	774,258.29	2,158,189.17	43.38
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Fund 28 - 2024A BOND/LAKE FRONT PROJECTS:								
TOTAL REVENUES		2,622,416.11	9,286.44	2,649,717.31	6,874,712.00	400,000.00	7,865,063.54	114.41
TOTAL EXPENDITURES		2,614,416.41	658,227.28	920,342.77	5,544,925.00	890,922.24	2,743,581.74	49.48
NET OF REVENUES & EXPENDITURES		7,999.70	(648,940.84)	1,729,374.54	1,329,787.00	(490,922.24)	5,121,481.80	385.14

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND

REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 12/31/2024	ACTIVITY FOR		YTD BALANCE 12/31/2025	% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24		2025 AMENDED BUDGET	MONTH 12/31/25		
Fund 35 - WATER FUND								
35-100-3420	MAINTENANCE FEE	3,600.00	300.00	3,500.00	3,600.00	0.00	3,300.00	91.67
35-100-3432	WATER SERVICE-METERED	740,000.00	65,739.79	778,238.59	849,108.00	67,547.71	856,010.23	100.81
35-100-3435	WATER IMPROVEMENT CHARGE	270,000.00	24,608.95	277,232.16	276,547.00	24,798.81	277,880.09	100.48
35-100-3701	INTEREST INCOME	16,500.00	4,072.28	39,128.32	29,800.00	0.00	31,018.11	104.09
35-100-3902	SALE OF WATER METERS	3,000.00	0.00	4,550.00	3,200.00	0.00	4,135.00	129.22
35-100-3903	BACKFLOW TESTING REBATE	800.00	2.00	668.00	825.00	12.00	738.00	89.45
35-100-3904	OTHER INCOME	0.00	91.90	598.51	0.00	0.00	0.00	0.00
35-100-4010	REGULAR SALARIES	188,368.00	14,675.87	162,619.65	179,428.00	17,067.10	180,296.17	100.48
35-100-4011	OVER TIME SALARIES	2,000.00	283.02	1,823.63	2,000.00	1,213.79	3,148.22	157.41
35-100-4019	MERIT-VACATION BUY BACK	8,250.00	0.00	0.00	6,000.00	0.00	0.00	0.00
35-100-4028	EMPLOYEE BENEFITS-MEDICAL	32,722.00	3,010.69	28,014.17	22,967.00	4,845.19	26,912.16	117.18
35-100-4029	EMPLOYEE BENEFITS-DENTAL	1,946.00	280.51	1,640.93	1,673.00	214.35	1,242.05	74.24
35-100-4030	EMPLOYEE BENEFITS-LIFE	217.00	10.70	135.78	228.00	0.00	113.64	49.84
35-100-4031	FICA & MEDICARE EMPLOYER	14,563.00	1,266.70	12,364.22	13,880.00	1,129.78	13,410.48	96.62
35-100-4032	IMRF EMPLOYER	3,827.00	582.40	3,479.43	3,647.00	135.28	1,357.37	37.22
35-100-4033	UNEMPLOYMENT EMPLOYER	407.00	0.00	779.23	800.00	0.00	352.40	44.05
35-100-5022	JULIE FEES	1,500.00	0.00	721.10	543.00	0.00	542.85	99.97
35-100-5036	PRINTING & PUBLISHING	840.00	0.00	864.40	800.00	225.00	740.00	92.50
35-100-5041	TELEPHONE	1,160.00	74.98	867.34	875.00	0.00	905.11	103.44
35-100-5042	CELLULAR TELEPHONE SERVICE	846.00	214.14	2,110.96	2,544.00	141.42	913.96	35.93
35-100-5048	OUTSIDE MAINTENANCE SERVICE	6,900.00	0.00	7,990.25	8,400.00	2,417.10	12,577.20	149.73
35-100-5049	EQUIPMENT MAINTENANCE	500.00	0.00	0.00	500.00	0.00	0.00	0.00
35-100-5051	MISCELLANEOUS SERVICES	75.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-5054	LABORATORY SERVICES	1,828.00	69.00	1,788.80	1,874.00	690.00	2,670.00	142.48
35-100-5071	POSTAGE	1,750.00	280.00	1,609.00	0.00	61.00	1,754.00	100.00
35-100-5091	DUES, MEMBERSHIPS & SUBSCRIPT	7,500.00	680.00	8,504.60	8,715.00	0.00	8,975.70	102.99
35-100-5092	PROFESSIONAL SERVICES	17,350.00	865.00	31,853.60	19,445.00	0.00	19,445.45	100.00
35-100-5093	PROF SERVICE-FINANCE	22,050.00	5,512.50	20,212.50	23,028.00	1,931.25	20,493.75	88.99
35-100-5100	PROFESSIONAL SERVICES-IT	13,550.00	2,182.34	13,121.94	13,750.00	2,311.91	12,636.86	91.90
35-100-5177	REPAIR/MAINT COMPUTER EQUIP	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-5178	REPAIR/MAINT VEHICLES & EQUIP	1,550.00	0.00	3,385.00	3,700.00	0.00	6,502.48	175.74
35-100-5400	PURCHASE OF POTABLE WATER	240,000.00	25,979.03	255,305.54	303,954.00	38,048.64	351,366.98	115.60
35-100-6025	OTHER SUPPLIES	400.00	4.48	4.48	0.00	0.00	0.00	0.00
35-100-6027	MAINT & CONSTRUCTION SUPPLIES	1,750.00	581.40	1,096.27	1,250.00	0.00	1,023.23	81.86
35-100-6028	HEATING, ELECT & WATER UTIL	15,000.00	2,062.00	11,963.69	17,706.00	2,503.50	15,290.36	86.36
35-100-6029	UNIFORMS	576.00	150.94	692.52	0.00	0.00	0.00	0.00
35-100-6033	METER SUPPLIES	9,500.00	0.00	1,841.20	6,000.00	0.00	7,058.76	117.65
35-100-6034	VALVE MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-6037	TOOLS	425.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-7002	FUEL	4,750.00	410.05	1,951.56	4,200.00	240.35	2,084.28	49.63
35-100-7003	RECRUITMENT & TRAINING	2,500.00	0.00	50.00	1,500.00	0.00	530.00	35.33
35-100-7301	BOND PRINCIPAL PAYMENT	220,000.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-7311	BOND INTEREST	50,700.00	0.00	50,700.00	44,100.00	0.00	44,100.00	100.00
35-100-7399	DEPRECIATION	0.00	408,747.05	408,747.05	0.00	0.00	0.00	0.00
35-100-8003	SOFTWARE	12,195.00	1,093.11	16,651.83	29,979.00	7,222.00	37,212.71	124.13
35-100-8004	COMPUTER EQUIPMENT	800.00	0.00	5,212.76	250.00	0.00	109.00	43.60
35-100-8007	BULDING & GROUNDS	4,950.00	1,287.43	2,407.36	1,500.00	0.00	1,613.55	107.57
35-100-8008	CAPITAL OUTLAY	8,000.00	0.00	0.00	0.00	0.00	0.00	0.00
35-100-8009	WATER MAIN REPAIRS	45,000.00	7,139.69	50,547.42	86,254.00	0.00	85,741.09	99.41
35-100-8011	WATER METER REPLACEMENTS	10,500.00	0.00	7,212.87	6,000.00	2,642.62	7,219.39	120.32

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF KENILWORTH  
 PERIOD ENDING 12/31/2025  
 % Fiscal Year Completed: 100.00  
 MONTHLY REPORT OF FINANCIAL ACTIVITY BY FUND  
 REVENUES AND EXPENDITURES BOOK AS OF 12/31/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR			ACTIVITY FOR			% BDGT USED
		2024 AMENDED BUDGET	MONTH 12/31/24	YTD BALANCE 12/31/2024	2025 AMENDED BUDGET	MONTH 12/31/25	YTD BALANCE 12/31/2025	
Fund 35 - WATER FUND								
TOTAL REVENUES		1,033,900.00	94,814.92	1,103,915.58	1,163,080.00	92,358.52	1,173,081.43	100.86
TOTAL EXPENDITURES		958,495.00	477,443.03	1,118,271.08	817,490.00	83,040.28	868,339.20	106.22
NET OF REVENUES & EXPENDITURES		75,405.00	(382,628.11)	(14,355.50)	345,590.00	9,318.24	304,742.23	88.18
TOTAL REVENUES - ALL FUNDS		18,415,412.50	6,256,651.18	20,798,512.95	17,850,916.00	548,008.18	15,306,586.59	85.75
TOTAL EXPENDITURES - ALL FUNDS		20,487,865.71	7,160,473.77	16,533,186.38	21,159,449.00	1,565,112.25	17,872,136.26	84.46
NET OF REVENUES & EXPENDITURES		(2,072,453.21)	(903,822.59)	4,265,326.57	(3,308,533.00)	(1,017,104.07)	(2,565,549.67)	77.54

# Monthly Report



**TO:** Tim Ransford, Public Safety Committee Chair  
Village Board of Trustees

**FROM:** Don Silva, Chief of Police

**DATE:** January 20, 2026

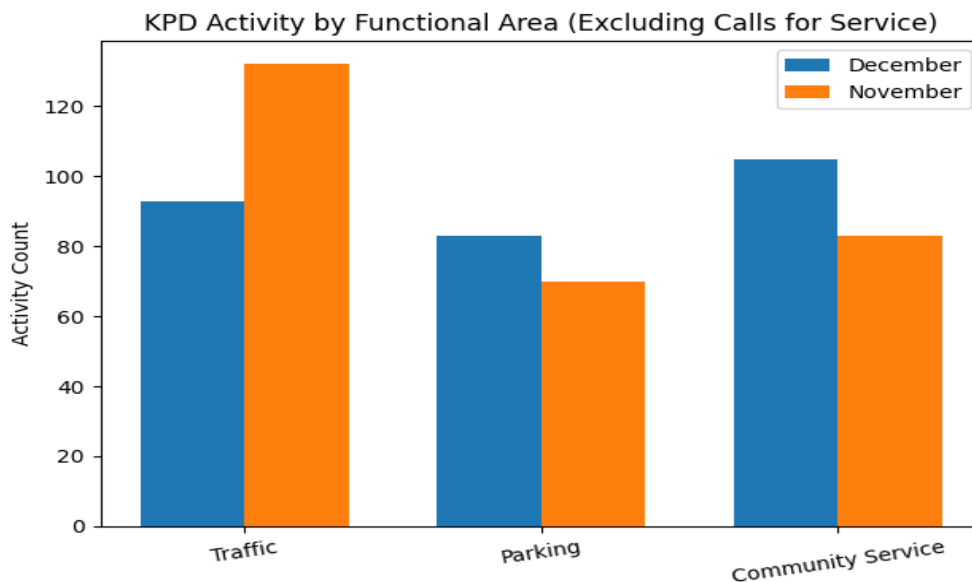
**SUBJECT:** **Activity Report for December 2025**

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## Overview of the December priorities, accomplishments, and emerging issues.

In December, the Kenilworth Police Department continued to focus on traffic safety in the school area and vacation watch house checks. Community engagement remained a priority: meeting the Boy Scouts during their use of the police department firearms range, emergency preparedness planning with the Joseph Sears School staff, and providing a presence at the Christmas tree lighting and Menorah lighting events. There were no significant criminal activities or emerging issues that negatively impacted the Village. One crime was reported during this period, Deceptive Practice.

## Activity Snapshot



There were 1,103 Calls for Service (CFS) in the month of December. CFS have historically included “drive-by” premise checks. These types of premise checks account for about 20% of all CFS and will no longer be counted toward actual calls for service effective January 2026.

Overall service demand remained stable month to month, with a slight decrease in calls for service in December. Traffic activity declined, reflecting fewer stops and enforcement actions due to school being out of session, while parking activity increased. Community service activity increased; vacation watches increased by 26% reflecting our commitment to meeting the seasonal demand.

## **Community Engagement**

*KPD connection opportunity with residents, the Joseph Sears School, and other stakeholders:*

- Interaction with the Boy Scouts on December 1<sup>st</sup> when they visited the KPD to use the firearms range.
- Attended networking event hosted by the Kenilworth Park District on December 15<sup>th</sup>, where members of the Village Staff, Public Works, Park District, and community members gathered for a holiday luncheon.
- Participated in the monthly emergency preparedness meeting at the Joseph Sears School on December 10<sup>th</sup>.
- Provided traffic control and community support at the Christmas tree lighting and Menorah lighting on December 6<sup>th</sup> and December 14<sup>th</sup> respectively.

These interactions help reinforce the trust and partnership the Kenilworth Police Department has with internal stakeholders and the community. Our interactions and collaboration in planning with the school aid in crisis prevention and preparedness.

## **Officer Development and Training**

*KPD investments in professional development:*

- This month, a KPD officer was enrolled in the Northwestern University Center of Public Safety Supervision of Police Personnel course. He is scheduled to attend the course in May 2026.
- All but one P/T officer completed training on anti-harassment in the workplace and cybersecurity.

The officer enrolled in the supervisory course has served at the KPD for over 17 years; he took the sergeant promotional exam in 2024. This training will prepare him to apply supervisory principles to his routine duties and to step into a supervisory role immediately following the next vacancy.

## **Public Safety Initiatives and Operations**

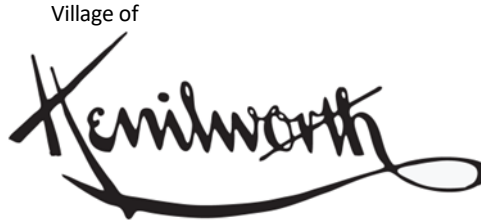
*Ongoing or new efforts that directly affect service to the community:*

- A public safety announcement was sent via Constant Contact, reminding residents to take measures to safeguard packages being delivered to their homes.
- Integration of the new report management and report writing systems adopted by all jurisdictions in the consolidated dispatch consortium is near completion.

## **Staffing, Equipment and Administration**

*Resource stewardship and organizational health:*

- One sergeant announced his intent to resign from the KPD, creating a vacancy in the supervisory ranks.
- The officer who had been in the field training stage progressed well with a trajectory leading to him being released to solo patrol in January 2026.
- The new department-owned duty firearms have been assigned to personnel who wish to carry them. Training on the new sighting system is scheduled for January 2026.



## Department of Public Works

### Activity Report

**To:** President Kaz, Village Trustees and Village Manager

**From:** Donald Leicht, Public Work Superintendent

**Date:** January 13, 2026

The following information provides an overview of the activity in the department since the December 9<sup>th</sup> Village Board meeting.

#### Sewers and Streets

- Performed 24 JULIE locate requests
- Performed porous street inspection
- Repaired two streetlights and pulled new wire
- Removed 1 dead tree
- Performed tree inspections and collected data
- Salted roads during two snow/ice events
- Performed pothole patching
- Trimmed trees/bushes along sidewalks and roads to prevent damage to plows
- Removed all holiday décor
- Removed leaves from catch basins after large rain event
- Repaired plow damaged parkways
- Picked up residential leaves at curb per requests

#### Water – Distribution

- PRV, Booster Station, Water Tower
- Monthly bacteria IEPA water sample
- Performed repairs to 14 MTU's and meters
- Performed winter pump inspections and test at booster
- Collected 20 LEAD water samples
- Trouble shot DCU at Devonshire and found no power. Had to run new electric to antenna

#### Buildings/Structures

- Cleaned/disinfected vehicles weekly
- Cleaned and sanitized Public Works building weekly

- Completed bathroom remodel at Village Hall
- Trouble shot pickup truck and replaced breather for fuel tank
- Performed oil change on utility body
- Replaced cutting edges on all plow trucks
- Replaced carburetor on 4" trash pump
- Sharpened chain saws and pm

#### Administration

- Input invoices and created purchase orders
- Attended weekly staff meeting
- Attended meetings pertaining to beach improvements
- Contacted multiple contractors to replace roof top unit heat exchangers and oversaw the completion of work
- Ordered salt
- Completed 2024 LMO2 per IDNR requirement
- Completed 2025 green street inspection report for MWRD as per agreement
- Wrote RFBA for winter tree trimming
- Met with staff to discuss monthly safety training and sign staff up for required class
- Prepped for IRMA walk through
- Met with Inliner regarding status of project