

City of Oakbrook Terrace

*City Hall
17W275 Butterfield Rd.
Oakbrook Terrace, IL 60181
www.oakbrookterrace.net*



City Council Meeting Agenda

Tuesday, November 12, 2024
7:00 PM

City Council Board Room

Oakbrook Terrace City Council

Mayor Paul Esposito

City Clerk Michael Shadley

Ward 1

Alderman Charlie Barbari

Alderman Joseph Beckwith

Ward 2

Alderman Frank Vlach

Alderman Dennis Greco

Ward 3

Alderman Bob Rada

Alderwoman Mary Fitzgerald

I. CALL TO ORDER**II. ROLL CALL****III. PLEDGE OF ALLEGIANCE****IV. ADDITIONS OR DELETIONS TO THE AGENDA****V. APPROVAL OF MINUTES – CHANGES OR CORRECTIONS**

1. Regular Meeting Minutes of October 22, 2024

VI. PUBLIC PARTICIPATION**VII. ACTION ITEMS/CONSENT AGENDA**

1. Payment Of City Bills: November 12, 2024, In The Amount Of \$741,244.05
2. Treasurer's Report: October 2024
3. Personnel & Payroll Report: October 2024
4. Ordinance No. 24 – 38: An Ordinance Amending The Provisions Of Title Xi (Business Regulations); Chapter 124 (Video Gaming); Subchapter 124.22 (Number Of Licenses) Of The Code Of Oakbrook Terrace To Increase The Maximum Number Of Video Gaming Location Licenses And The Maximum Number Of Video Gaming Terminal Licenses (Terrace Cantina, Inc., D/B/A Terrace Cantina, 17w615 Butterfield Road)
5. Ordinance No. 24 -39: An Ordinance Amending The Provisions Of Section 30.35 Entitled "Council To Act As A Body" Of Chapter 30 Entitled "General Provisions" Of Title III Entitled "Administration" Of The Code Of Ordinances Of The City Of Oakbrook Terrace, Illinois
6. Ordinance No. 24 – 40: An Ordinance Granting Variations From The Requirements Of The Zoning Code For The Property Commonly Known As 17w160 16th Street In The City Of Oakbrook Terrace, Illinois

VIII. ITEMS REMOVED FROM THE CONSENT AGENDA**IX. RECESS TO THE COMMITTEE OF THE WHOLE****X. MAYOR ESPOSITO****XI. COMMITTEE OF THE WHOLE**

1. Renewal Of Workers' Compensation Insurance For 2025
2. Renewal Of Property & Casualty Insurance For 2025
3. Letter of Recommendation - 1S576 Midwest Road
4. Presentation Of The City Of Oakbrook Terrace 2024-2027 Strategic Plan By Northern Illinois University

5. Letter of Recommendation - Comprehensive Plan
6. 2026 Budget Calendar
7. 2024 Property Tax Levy
8. Draft Ordinance Amending The Provisions Of Chapter 52 Entitled “Water Supply System” Of Title V Entitled “Public Works” Of The Code Of Oakbrook Terrace, Illinois
9. Discussion Of Traffic Patterns On MacArthur Drive

XII. COUNCIL MEMBER COMMENTS

XIII. CITY ATTORNEY RAMELLO

XIV. CITY CLERK SHADLEY

XV. CITY ADMINISTRATOR RITZ

XVI. RECONVENE THE CITY COUNCIL MEETING

XVII. OLD BUSINESS

ADJOURN

Next Regular City Council meeting is November 26, 2024

Next Ordinance No. 24 – 41

Next Resolution No. 24 - 11

In compliance with the Americans with Disabilities Act and other applicable Federal and State laws, the City of Oakbrook Terrace meetings will be accessible to individuals with disabilities. Persons requiring auxiliary aids and services should contact the Executive Offices at 17W275 Butterfield Road, Oakbrook Terrace, Illinois 60181, or call (630) 941-8300 in advance of the meeting to inform them of their anticipated attendance.



**Memorandum for the Regular City Council Meeting and
Committee of the Whole for
Tuesday, November 12, 2024, at 7:00 PM**

REGULAR COUNCIL MEETING AGENDA

- I. CALL TO ORDER – Mayor Esposito**
- II. ROLL CALL – City Clerk Shadley**
- III. PLEDGE OF ALLEGIANCE**
- IV. ADDITIONS OR DELETIONS TO THE AGENDA**
- V. APPROVAL OF MINUTES - CHANGES OR CORRECTIONS**
 1. Regular Meeting Minutes of October 22, 2024
- VI. PUBLIC PARTICIPATION**
- VII. ACTION ITEMS/CONSENT AGENDA**
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 6. Ordinance No. 24 – 40: An Ordinance Granting Variations From The Requirements Of The Zoning Code For The Property Commonly Known As 17w160 16th Street In The City Of Oakbrook Terrace, Illinois

The Mayor asks the City Council members if they would like to remove any item(s) from the Consent Agenda. The Mayor also asks the City Attorney if any items should be removed from the Consent Agenda by the Council because they are not ready or new information is available.

RECOMMENDED MOTION: I move to approve all the items contained on the consent agenda for November 12, 2024 (*as presented*) or (*as amended*). (Roll Call Vote, Mayor's Vote Not Called).

❖ **EXPLANATION OF ITEMS ON THE CONSENT AGENDA (*For Council Only*)**

VIII. ITEMS REMOVED FROM THE CONSENT AGENDA

IX. RECESS TO THE COMMITTEE OF THE WHOLE

X. MAYOR ESPOSITO

XI. COMMITTEE OF THE WHOLE CONSIDERATIONS

1. Renewal Of Workers Compensation Insurance For 2025

Please review the memorandum prepared by the Assistant to the City Administrator for the above insurance renewals for the period of January through December 2024

The City of Oakbrook Terrace will continue its workers' compensation insurance with the Illinois Public Risk Fund (IPRF). This year, workers' compensation insurance premiums have decreased slightly for the second consecutive year, now totaling \$187,004. Overall, the city has experienced a decrease of \$71,210, or 26.7%. IPRF continues to provide various stimulus and grant opportunities to help reduce costs.

Last year, we utilized a grant of \$30,929 to purchase safety gear for Public Services staff and to implement pedestrian crosswalk solutions on MacArthur Drive and Karban Road. This year, IPRF has awarded the City of Oakbrook Terrace a new grant worth \$37,528.

The Assistant to the City Administrator and a representative from our broker Assurance Agency, a Marsh & McLennan Agency LLC company, will be in attendance to answer any questions.

Recommended Action: If the Council concurs as presented, the ordinance and agreement will be approved at the reconvened meeting.

2. Renewal Of Property & Casualty Insurance For 2025

This year, we will continue our property and casualty insurance with Travelers. Thanks to minimal claims, we have managed to keep our premiums low. However,

this portion of our coverage has increased by \$28,902, or 18.5%, compared to last year. Several factors contributed to this renewal increase, including budget rises, adverse loss history, a 10% increase in exposure, and fluctuations in market rates.

The Assistant to the City Administrator and a representative from our broker Assurance Agency, a Marsh & McLennan Agency LLC company, will be in attendance to answer any questions.

Recommended Action: If the Council concurs with the above recommendation as presented, then the ordinance will be approved at the reconvened meeting.

3. Letter of Recommendation – 1S576 Midwest Road

A public hearing was held on October 15, 2024, before the Planning and Zoning Commission to consider a request from Hamra Chicago, LLC. The petitioner is seeking a special use permit for a drive-thru, along with multiple variances, to facilitate the demolition and reconstruction of the Wendy's restaurant located at 1S576 Midwest Road.

Community Development Director Headley and a representative from Hamra Chicago, LLC will be in attendance to answer any questions.

Recommended Action: If the Council concurs with the Planning & Zoning Commission, the City Attorney should be directed to create an Ordinance for the next consent agenda

4. Presentation Of The City Of Oakbrook Terrace 2024 – 2027 Strategic Plan By Northern Illinois University

In November 2022, the leadership of the City of Oakbrook Terrace engaged with the Northern Illinois University Center for Governmental Studies (NIU-CGS) to facilitate its strategic planning process. From July 2023 to September 2023, the CGS compiled internal and external stakeholder information and then shared it at a leadership workshop in September 2023. During this workshop, the CGS team provided the City Council and executive staff with the opportunity to discuss the vision for the city and establish short- and long-term goals. The final report detailed the process of gathering information from stakeholders, executive leaders, and elected officials, as well as the feedback, final results, and a roadmap for moving forward.

Assistant Director Melissa Henriksen will present and answer any questions.

Recommended Action: Information Only.

5. Letter of Recommendation – Comprehensive Plan

Planning and Zoning held a public hearing on October 29, 2024, to consider a new Comprehensive Plan for the City of Oakbrook Terrace. Mim Evans from Northern Illinois University's Governmental Studies presented the proposed plan, which included the purpose of the Comprehensive Plan Update, the plan preparation process, community input, the vision statement, and the policy framework and goals. Other topics discussed included a future land use map, a community facilities and assets map, the implementation plan, and next steps.

Planning and Zoning reviewed the petition and recommended approval with a vote of 6-0.

Community Director Headley and Senior Research Associate Mim Evans from Northern Illinois University will be present to answer any questions.

Recommended Action: If the Council concurs with the Planning & Zoning Commission, the City Attorney should be directed to create an Ordinance for the next consent agenda

6. Approval Of 2026 Budget Calendar

The preparation for the annual budget begins with a series of preliminary meetings among the City Administrator, Finance Director, and various department heads, which take place between December and January. These meetings lay the groundwork for the formal budget process, which begins in February after the budget draft has been distributed to the City Council. Additionally, these meetings are conducted alongside the City's Five-Year Operating and Capital Plan. During this phase, the revenues and expenditures of the current year's budget are reviewed for accuracy and adjusted based on trends and developments that have occurred since the current year's budget was approved. Furthermore, capital projects are identified and prioritized over the next five fiscal years, depending on the available funding.

In early February, the Finance Department compiles the preliminary budget. Following this, the Mayor, City Administrator, and Finance Director conduct a final round of budget meetings with each department to verify the accuracy and completeness of their respective budgets. After these meetings conclude, a draft budget is prepared and submitted to the City Council in February or March.

Once submitted, the City Administrator presents an overview of the budget to the Mayor and City Council. A public hearing regarding the budget is held in April, providing the public an opportunity to comment on any concerns related to the upcoming budget.

From March onward, the City Council deliberates over the budget and directs staff to implement any necessary changes. The Finance Department compiles any final

adjustments, and the City Council formally adopts the budget no later than the second meeting in April.

Please review the included draft schedule. If this schedule is acceptable as presented or with amendments, staff recommends its placement on the subsequent consent agenda.

Finance Director Walker will be in attendance should you have any questions.

Recommendation Action: If the schedule is acceptable as presented or amended, it should be placed on the subsequent consent agenda.

7. 2024 Property Tax Levy

Each year, the tax levy process in Oakbrook Terrace begins with public hearings. As a home rule community, it adheres to property tax cap limitations. The City's levy increase is based on new construction's equalized assessed valuation (EAV) and inflation as indicated by the Consumer Price Index (CPI).

CPI has fluctuated recently: 2.1% in 2017, around 2% from 2018-2020, 1.4% in 2021, 5% in 2022 (capped), and 6.5% in 2023. Currently, it stands at 3.4%. The estimated EAV for new construction in 2024 is \$289,980, adding approximately \$1,030.80 in property tax, totaling \$36,450.45 under PTELL.

The actuary recommends a 2024 Police Pension levy of \$1,420,262, which is \$114,148 less than last year due to a smaller active population. This recommendation exceeds the property tax cap by \$498,771, necessitating that the City cover the difference to avoid state tax distribution reductions mandated by Public Act 96-1495. The City aims for 90% funded liability by 2040, currently at 76.2%, a rise from 72.7% last year. Staff recommends increasing the levy by 3.40%, raising it to \$1,109,553, including new construction.

Recommended Action: If the levy determination is acceptable as presented, the Council should direct the Finance Director to prepare the tax levy ordinance for consideration at the regularly scheduled meeting of Tuesday, December 10, 2024. The levy ordinance would then need to be approved at the reconvened meeting.

8. Draft Ordinance Amending The Provisions Of Chapter 52 Entitled "Water Supply System" Of Title V Entitled "Public Works" Of The Code Of Oakbrook Terrace, Illinois

During the review of water rates and regulations, it was found that some action items were missing from the ordinance. Finance Director Walker discussed the necessary changes with City Attorney Ramello. The draft ordinance now incorporates these action items into the City of Oakbrook Terrace's Municipal Code.

Finance Director Walker will be in attendance to answer any questions.

Recommended Action: If the Council concurs with the draft ordinance, it will be placed on the subsequent Consent Agenda for approval.

9. Discussion Of Traffic Patterns On MacArthur Drive

During this time, any updates from the City Council or administration regarding traffic patterns on MacArthur Drive can be discussed freely.

Recommended Action: Informational Only.

XII. COUNCIL MEMBER'S COMMENTS

During this portion of the meeting, the Council members can bring up items that are of concern to them in order that they can be placed on a future agenda for discussion.

XIII. CITY ATTORNEY RAMELLO

XIV. CITY CLERK SHADLEY

XV. CITY ADMINISTRATOR RITZ

XVI. RECONVENE THE CITY COUNCIL MEETING

XVII. OLD BUSINESS

ADJOURN

City of Oakbrook Terrace

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City Council Meeting Minutes

Tuesday, October 22, 2024
7:00 PM

City Council Board Room

Oakbrook Terrace City Council

Mayor Paul Esposito

City Clerk Michael Shadley

Ward 1

Alderman Charlie Barbari

Alderman Joseph Beckwith

Ward 2

Alderman Frank Vlach

Alderman Dennis Greco

Ward 3

Alderman Bob Rada

Alderwoman Mary Fitzgerald

I. CALL TO ORDER

Mayor Esposito called the October 22, 2024, Regular and Committee of the Whole Meeting of the City Council to order at 7:00 P.M.

II. ROLL CALL

Roll call indicated the following City Council members in attendance:

Present: Barbari, Beckwith, Greco, Rada, Vlach, and Mayor Esposito

Absent: Fitzgerald

Also in attendance: City Administrator J. Ritz, Assistant to the City Administrator A. Raffel, Community Development Director M. Headley, and City Attorney R. Ramello.

III. PLEDGE OF ALLEGIANCE

Mayor Esposito led everyone in the Pledge of Allegiance.

IV. ADDITIONS OR DELETIONS TO THE AGENDA

None

V. APPROVAL OF MINUTES – CHANGES OR CORRECTIONS

1. Regular Meeting Minutes of October 08, 2024.

Motion to approve the October 08, 2024, minutes of the Regular City Council and Committee of the Whole, as presented, was made by Alderman Beckwith and seconded by Alderman Barbari. Roll call vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach

Nays: None

Absent: Fitzgerald

Motion passed.

VI. MOTION TO TAKE FROM THE TABLE

1. Draft Ordinance Amending The Provisions Of Title XI (Business Regulations); Chapter 124 (Video Gaming); Subchapter 124.22 (Number Of Licenses) Of The Code Of Oakbrook Terrace To Increase The Maximum Number Of Video Gaming Location Licenses And The Maximum Number Of Video Gaming Terminal Licenses (Terrace Cantina, Inc, D/B/A Terrace Cantina, 17W615 Butterfield Road):

Motion to take from the table Draft Ordinance Amending The Provisions Of Title XI (Business Regulations); Chapter 124 (Video Gaming); Subchapter 124.22 (Number Of Licenses) Of The Code Of Oakbrook Terrace To Increase The Maximum Number Of Video Gaming Location Licenses And The Maximum Number Of Video Gaming Terminal Licenses (Terrace Cantina, Inc, D/B/A Terrace Cantina, 17W615 Butterfield Road) was made by Alderman Beckwith and seconded by Alderman Barbari. Roll call vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach
Nays: None
Absent: Fitzgerald

Motion passed.

VII. PUBLIC PARTICIPATION

None

ACTION ITEMS/CONSENT AGENDA

1. Payment Of City Bills: October 22, 2024, In The Amount Of \$274,236.61.
2. Treasurer's Report: September 2024.
3. Personnel & Payroll Report: September 2024.

Motion to approve the Action Items/Consent Agenda of October 22, 2024, Regular City Council and Committee of the Whole was made by Alderman Beckwith and seconded by Alderman Rada. Roll call vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach
Nays: None
Absent: Fitzgerald

Motion passed.

VIII. ITEMS REMOVED FROM THE CONSENT AGENDA

None

IX. RECESS TO THE COMMITTEE OF THE WHOLE

Motion to recess to the Committee of the Whole portion of this meeting was made by Alderman Beckwith and seconded by Alderman Greco. An acclamation vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach

Nays: None
Absent: Fitzgerald

Motion passed.

X. MAYOR ESPOSITO

1. Mayor Esposito thanked all the residents and children who attended the Pumpkins in the Park on Saturday, October 12th. He stated it was a great event with good attendance and weather. Mayor Esposito thanked Assistant to the City Administrator Raffel, Public Services, the Police Department, and the Lions Club for their assistance.
2. Mayor Esposito thanked Senator Suzie Glowiak-Hilton and everyone who assisted with the Document Shred Event held on Saturday, October 12th.
3. Mayor Esposito reminded everyone that on Thursday, October 31st the children will be out trick-or-treating between 2:00 and 6:00 p.m. He stated that public services will be placing temporary speed bumps on MacArthur Drive to keep the children safe.

XI. COMMITTEE OF THE WHOLE

1. Letter Of Recommendation – 17W160 16th Street:

Mayor Esposito explained that a Planning and Zoning Public Hearing was held on October 1st to consider a request for the addition and remodel of District 48's Stella May Swartz School, which aims to improve safety, accessibility, and educational programs. He clarified that three variances required approval, and the Planning and Zoning Commission passed the request with a unanimous 6-0 vote.

District 48 Superintendent Amy Zaher and Matthew Toeppers from FGM Architects presented plans for the school's addition and remodel. Their goal is to update the school to create a more accessible and conducive learning environment for the children.

Alderman Rada asked if any additional security was proposed for each classroom.

Alderman Beckwith stated he is in favor of the remodel.

Alderman Greco stated he is in favor of the remodel.

Alderman Barbari asked for clarification on the size of the proposed school signs.

The City Council agreed to move to the subsequent consent agenda for a vote.

2. **Presentation By Graham Enterprises, Inc Regarding Façade/Exterior Improvements And Branding Change From Mobil To BP At 1 East Roosevelt Road:**

Mayor Esposito announced that Graham Enterprises, Inc. is in attendance to discuss the façade improvements and brand change from Mobile to BP at 1 E. Roosevelt Road.

Mr. John Graham, owner of Graham Enterprises, Inc., addressed the City Council about proposed changes for the property located at 1 E. Roosevelt Road. The plans include rebranding of the gas station from Mobil to BP and making exterior and interior enhancements.

Alderman Barbari asked if the proposed expansion would increase the footprint of the building.

Alderman Rada asked for clarification on the specific requests made to the City Council to consider.

Alderman Greco expressed his support for the business and improvements but feels that the request currently lacks a definitive plan.

Alderman Beckwith asked if there were renditions of the interior renovation so the City Council could visualize the improvements.

Mayor Esposito suggests tabling this until Graham Enterprise provides the necessary information so that the City Council can make an informative decision.

Motion to table consideration of Façade/Exterior Improvements and Brand Changing From Mobil to BP at 1 East Roosevelt Road was made by Alderman Barbari and seconded by Alderman Beckwith. Roll call vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach

Nays: None

Absent: Fitzgerald

Motion passed.

3. **Draft Ordinance Authorizing The Sales By Auction Of Personal Property Owned By The City Of Oakbrook Terrace (Surplus City Vehicles Auctioned/Trade-In):**

Mayor Esposito provided a brief description of the ordinance and the purpose of public services selling or auctioning vehicles listed in the ordinance.

Alderman Beckwith asked what auction site would be utilized to purge the public services vehicles.

Alderman Greco wanted to know if the Oakbrook Terrace Historical Society would be interested in obtaining one of the vehicles.

The City Council moved the item to the reconvened meeting for a vote.

4. **Draft Ordinance Amending The Provisions Of Title XI (Business Regulations); Chapter 124 (Video Gaming); Subchapter 124.22 (Number Of Licenses) Of The Code Of Oakbrook Terrace To Increase The Maximum Number Of Video Gaming Location Licenses And The Maximum Number Of Video Gaming Terminal Licenses (Terrace Cantina, Inc., D/B/A Terrace Cantina, 17W615 Butterfield Road):**

Mayor Esposito asked the City Council to review the draft ordinance to increase the maximum number of video gaming licenses and terminals for Terrace Cantina, Inc., located at 17W615 Butterfield Road.

Gulio Spizzirri, the owner of Terrace Cantina, presented information to the City Council about his business, rising costs, and the potential to introduce video gaming.

Alderman Rada expressed his support for adding gaming terminals and commented positively on the food.

Alderman Vlach stated that gaming terminals generate revenue and also support the ordinance.

Alderman Beckwith indicated his support for the inclusion of gaming terminals.

Alderman Greco noted his approval of having a separate gaming room and favored the ordinance.

Alderman Barbari discussed the restaurant's business model and expressed his support for passing the ordinance.

The City Council moved this item to the subsequent consent agenda.

5. **Draft Ordinance Amending The Provisions Of Section 30.35 Entitled "Council To Act As A Body" Of Chapter 30 Entitled "General Provisions" Of Title III Entitled "Administration" Of The Code Of Ordinances Of The City Of Oakbrook Terrace, Illinois:**

Mayor Esposito requested that the City Council review a draft ordinance prepared by City Attorney Ramello. This ordinance amends the administration of the general provisions of the code of ordinances.

City Attorney Ramello explained that the previous ordinance prohibited city council members from communicating with city employees. He noted that the new ordinance will invalidate that restriction, allowing council members to speak with department heads regarding city business.

The City Council asked no questions.

The City Council moved this item to the subsequent consent agenda.

6. **Speical Events Update:**

Mayor Esposito asked the City Council to review the interdepartmental memo prepared by Assistant to the City Administrator Raffel regarding the 2024 Summer Concert Series and the Pumpkins in the Park event.

Assistant to City Administrator Raffel presented the budget breakdown and sponsorships for the concert series, highlighting the support for local businesses and the bands. She mentioned that some of the largest expenses for this event included the fees for the bands, security personnel, and sound engineering.

Further discussions about Pumpkins in the Park included budget details, covering costs such as bounce house rentals, pumpkins, donuts, and supplies for building games. The assistant to the City Administrator shared the number of children who registered compared to those who actually attended the event, along with an overview of the day itself.

7. **Discussion Of Traffic Patterns On MacArthur Drive:**

Alderman Beckwith informed everyone that the focus group did meet to discuss signage for MacArthur Drive and around the neighborhood. He stated that suggestions from the group included lighted signs, reflective light tape, and additional signage on Butterfield Road and 22nd Street.

City Administrator Ritz gave an update on the installation of the crosswalk blinkersigns on MacArthur Drive.

Mayor Esposito provided statistics regarding speeding and moving violations from the police department.

8. **Discussion Of The Creation Of Sub Committee:**

Mayor Esposito opened up the discussion of the creation of subcommittees to the City Council. He stated that the goal of creating the committees is to open communications between the City Council and Department Heads to collaborate on specific areas of interest, key issues, and department updates.

Alderman Rada inquired whether community involvement would be part of the subcommittees.

Alderman Beckwith expressed his support for the creation of the subcommittees and looks forward to the collaboration among all participants.

Alderman Greco also supports the subcommittees but seeks further clarification regarding the specific tasks assigned to the City Council within these subcommittees.

XII. COUNCIL MEMBER COMMENTS

Alderman Barbari thanked Assistant to the City Administrator Raffel for hosting the Pumpkins in the Park Special Event.

Alderman Beckwith congratulated City Administrator Ritz on being awarded the Inspiring Leadership Award from the Oakbrook Chamber of Commerce.

Alderman Rada wanted to offer his condolences to Alderwoman Fitzgerald on the passing of her niece. He also spoke about street racing on the west side of town and how the police department caught the suspect. Alderman Rada informed everyone that Representative Blair-Sherlock was appointed to the Transportation Committee.

XIII. CITY ATTORNEY RAMELLO

None

XIV. CITY CLERK SHADLEY

None

XV. CITY ADMINISTRATOR RITZ

City Administrator Ritz announced that the blinker signs were scheduled for delivery and provided everyone with an updated police report for the month of September.

XVI. RECONVENE THE CITY COUNCIL MEETING

Motion to reconvene the City Council meeting was made by Alderman Beckwith and seconded by Alderman Greco. An acclamation vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach
Nays: None
Absent: Fitzgerald

Motion passed.

XVII. RECESS TO EXECUTIVE SESSION

Motion to recess to Executive Session was made by Alderman Barbari and seconded by Alderman Beckwith. An acclamation vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach
Nays: None
Absent: Fitzgerald

Motion passed.

XVIII. EXECUTIVE SESSION

1. Closed Session Pursuant to Section 2(c)(2) Of The Open Meetings Act To Discuss Collective Bargaining Matters.

XIX. RECONVENE THE CITY COUNCIL MEETING

Motion to reconvene the City Council meeting was made by Alderman Barbari and seconded by Alderman Greco. An acclamation vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach
Nays: None
Absent: Fitzgerald

Motion passed.

XX. OLD BUSINESS

1. Ordinance No. 24-37: An Ordinance Authorizing The Sales By Auction Of Personal Property Owned By The City Of Oakbrook Terrace (Surplus City Vehicles Auctioned/Trade-In):

Motion to Approve Ordinance Ordinance No. 24-37: An Ordinance Authorizing The Sales By Auction Of Personal Property Owned By The City Of Oakbrook Terrace (Surplus City Vehicles Auctioned/Trade-In) was made by Alderman Beckwith and seconded by Alderman Barbari. A roll call vote was taken:

Ayes: Barbari, Beckwith, Greco, Rada, and Vlach

Nays: None
Absent: Fitzgerald

Motion passed.

ADJOURN

Motion to adjourn was made by Alderman Greco and seconded by Alderman Beckwith at 9:48 P.M.

Acclamation vote was made with all Ayes.

Motion carried unanimously.

Respectfully submitted,

Amy Raffel, Recording Secretary

Attested:

Michael Shadley
City Clerk

Next Regular City Council meeting is November 12, 2024

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CITY OF OAKBROOK TERRACE
Bills Payable Summary Report for November 12, 2024

Corporate Fund (01)

Check Run	\$	105,576.28
Manual Check	\$	16,811.60

Corporate Fund Total (01) \$ 122,387.88

Impact Donation Fund (02)

Check Run	\$	-
Manual Check	\$	-

Impact Donation Fund Total (02) \$ -

Water Fund (03)

Check Run	\$	6,488.75
Manual Check	\$	578.95

Water Fund Total (03) \$ 7,067.70

SSA Debt Service Fund (04)

Check Run	\$	47,250.00
Manual Check	\$	-

SSA Debt Service Fund Total (04) \$ 47,250.00

Motor Fuel Tax Fund (05)

Check Run	\$	1,336.87
Manual Check	\$	-

Motor Fuel Tax Fund Total (05) \$ 1,336.87

2012 Debt Service Business District (08)

Check Run	\$	-
Manual Check	\$	-

2012 Debt Service Business District (08) \$ -

Capital Improvement Fund (09)

Check Run	\$	359,366.60
Manual Check	\$	-

Capital Improvement Fund Total (09) \$ 359,366.60

2012 Debt Service Business District (12)

Check Run	\$	203,835.00
Manual Check	\$	-

2012 Debt Service Business District (12) \$ 203,835.00

Total Bills Payable \$ 741,244.05

CITY OF OAKBROOK TERRACE
MANUAL BILLS PAYABLE
November 12, 2024

Account No.	Vendor	Description	Check No.	Date	Amount
01-02-5668-00	Verizon Wireless	PD Air Cards Service - 10/2-11/1/2024	10022	10/11/2024	288.08
01-02-5668-00		USB Port Card for 102/-11/1/2024			36.01
01-02-5668-00		NIMS for 10/2-11/1/2024			24.99
01-04-5668-00		Streets Cell Phones for 10/2-11/1/2024			145.92
03-12-5668-00		Water Cell Phones for 10/2-11/1/2024			93.73
01-01-5668-00		Exec. Admin. Cell Phones for 10/2-11/1/2024			127.05
01-03-5668-00		Comm. Dev. Cell Phones for 10/2-11/1/2024			84.52
01-02-5668-00		PD Cell Phones for 10/2-11/1/2024			809.74
01-02-5668-00		AirCard for 10/2-11/1/2024			36.01
01-11-5668-00		Finance Phones for 10/2-11/1/2024			68.92
					\$ 1,714.97
01-01-5605-00	Lakeside Bank	Parking for IML Conference 9/19/24 - Flash LAZ Pkng.	Auto Pay	10/23/2024	49.00
01-01-5605-00		Parking for IML Conference 9/20/24 - LAZ Pkng.			35.00
01-01-5615-00		Credit on Hotel charge as mtg. host - Hilton Suites			(37.30)
01-01-5615-00		Greater Oak Brook Chamber Host - Hilton Suites			625.59
01-01-5780-00		CH Halloween decor - Big Lots			25.91
01-01-5780-00		CH Halloween decor - Home Depot			165.20
01-01-5780-00		CH Halloween decor - Party City			61.50
01-01-5780-00		Children's Holiday Party Santa - Gig Santa Claus Irwin			702.00
01-01-5780-00		Ice for Special Events - Pete's			42.67
01-01-5780-00		Inflatables for Pumpkins in the Park - Chicago Moonwalk			228.80
01-01-5780-00		Pumpkins in the Park decor - Party City			20.97
01-01-5780-00		Pumpkins in the Park game supplies - DollarTree			47.50
01-01-5780-00		Pumpkins in the Park game supplies - Home Depot			216.69
01-01-5780-00		Pumpkins in the Park game supplies - Oriental Trading			99.92
01-01-5780-00		Pumpkins in the Park game supplies - Target			49.99
01-01-5780-00		Pumpkins in the Park supplies - GFS			43.94
01-01-5780-00		Veterans Day decor - Clowning Around Entertainment			1,219.79
01-01-6120-00		Confidential folders - HR, desk pads - Com.Dev. - Amazon.			38.62
01-01-6120-00		Confidential records folders - HR			33.31
01-01-6120-00		Printer and speakers for office - Amazon.com			468.99
01-01-6130-00		CH 2025 staff calendars - At-A-Glance			287.00
01-01-6150-00		Zoom conference charges - Zoom.us			15.99
01-01-6165-00		CH staff bday treats - Krispy Kreme			23.09
01-02-5611-00		Detective Database - TransUnion			150.00
01-02-6110-00		Chicago Tribune subscription			68.00
01-02-6120-00		Batteries - BatteriesPlus			15.90

CITY OF OAKBROOK TERRACE
MANUAL BILLS PAYABLE
November 12, 2024

01-04-6190-00	Pliers, weatherseal			39.92
01-04-5770-00	CH building maintenance supplies			110.57
01-02-5770-00	PD filters			12.96
03-12-6190-00	Hammers, shovels			175.92
01-04-6190-00	Drill bit set			39.97
01-04-6190-00	Street contes, misc. nuts, bolts, washers			93.63
				\$ 2,346.82
01-04-4550-00	Standard Insurance	10101	10/24/2024	75.48
01-01-4550-00	October 2024 Premium - Streets			54.61
01-11-4550-00	October 2024 Premium - Admin.			73.76
01-02-4550-04	October 2024 Premium - Finance			25.37
03-12-4550-00	October 2024 Premium - PS Dets.			50.32
01-02-4550-03	October 2024 Premium - Water			277.82
01-03-4550-00	October 2024 Premium - PS Officers			64.41
01-02-4550-01	October 2024 Premium - Comm. Dev.			84.72
01-02-4550-02	October 2024 Premium - PS Admin.			77.40
				\$ 783.89
01-00-1590-00	Visa	10100	10/24/2024	14.51
01-11-5640-00	Cobra Vision - November 2024			400.91
	Vision Service Plan - November 2024			\$ 415.42

TOTAL: \$ 17,390.55

Accounts Payable
GL Distribution Report

User: Jesposito
Printed: 11/6/2024 - 1:16 PM
Batch: 00006.10.2024
Fiscal Period: 7
JE Date: 11/6/2024



CITY OF OAKBROOK TERRACE
174275 Butterfield Road
Oakbrook Terrace, IL 60181
630.541.8300

Fund	DR Amount	CR Amount	Account Number	Description
01 CORPORATE FUND				
	0.00	105,576.28	01-00-1060-00	HARRIS CHECKING & ACH A/P 0129
	105,576.28	0.00	01-00-2010-00	ACCOUNTS PAYABLE
	<u>105,576.28</u>	<u>105,576.28</u>		
03 WATER FUND				
	0.00	6,488.75	03-00-1060-00	HARRIS CHECKING & ACH A/P 0129
	6,488.75	0.00	03-00-2010-00	ACCOUNTS PAYABLE
	<u>6,488.75</u>	<u>6,488.75</u>		
04 SSA DEBT SERVICE FUND				
	0.00	47,250.00	04-00-1060-00	HARRIS ACH
	47,250.00	0.00	04-00-2010-00	ACCOUNTS PAYABLE
	<u>47,250.00</u>	<u>47,250.00</u>		
05 MOTOR FUEL TAX FUND				
	0.00	1,336.87	05-00-1060-00	HARRIS CHECKING
	1,336.87	0.00	05-00-2010-00	ACCOUNTS PAYABLE
	<u>1,336.87</u>	<u>1,336.87</u>		
09 CAPITAL IMPROVEMENT FUND				
	0.00	359,366.60	09-00-1060-00	HARRIS CHECKING & ACH A/P 0129
	359,366.60	0.00	09-00-2010-00	ACCOUNTS PAYABLE
	<u>359,366.60</u>	<u>359,366.60</u>		
12 2012 DEBT SERVICE BUSINESS DISTRICT				
	0.00	203,835.00	12-00-1060-00	HARRIS ACH
	203,835.00	0.00	12-00-2010-00	ACCOUNTS PAYABLE
	<u>203,835.00</u>	<u>203,835.00</u>		
	<u>723,853.50</u>	<u>723,853.50</u>		

Accounts Payable

Computer Check Proof List by Vendor

User: JEsposito
Printed: 11/06/2024 - 1:13PM
Batch: 00006.10.2024



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: A.R.M	A.R.M. & Associates Inc				
91825901	City's share - Amnesty Program - 10/1-11/1/2024	78.00	11/12/2024	Check Sequence: 1 01-01-5600-00	ACH Enabled: False
	Check Total:	78.00			
Vendor: Ace Lomb	Lombard Ace Hardware				
259482	Hedge trimmer	299.99	11/12/2024	Check Sequence: 2 01-04-6190-00	ACH Enabled: False
270211	Chainsaw maintenance parts	203.91	11/12/2024	01-04-6190-00	
	Check Total:	503.90			
Vendor: alpine	Alpine Sprinkler Service				
593543	Reduced pressure zone repairs & replacement CI	2,700.00	11/12/2024	Check Sequence: 3 01-04-5770-00	ACH Enabled: False
	Check Total:	2,700.00			
Vendor: Amazon	Amazon Capital Services				
0CRGLV3PQ16H	33,000ft Hooded zip-up fleece jacket	45.99	11/12/2024	Check Sequence: 4 03-12-5715-00	ACH Enabled: False
0CRGLV3PQ16H	2 Brass fittings for garden hoses	15.98	11/12/2024	01-04-6190-00	
0CRGLV3PQ16H	1 Ariat (Cobalt) X-Large hoodie	47.88	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	1 Ariat (Cobalt) XL hoodie	42.72	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	1 Ariat (Cobalt) L hoodie	44.97	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	Hurley sherpa-lined outdoor jacket	59.99	11/12/2024	03-12-5715-00	
0CRGLV3PQ16H	Promo discount on 2 inflatable pumpkin order	-7.38	11/12/2024	01-01-5780-00	
0CRGLV3PQ16H	Carhartt hooded shirt jacket (dark cedar) X-Large	74.99	11/12/2024	03-12-5715-00	
0CRGLV3PQ16H	2 Ariat (Macaw green) L hoodies @ 44.95/ea.	89.90	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	5x8 Ruled legal pads - CH	7.89	11/12/2024	01-01-6120-00	
0CRGLV3PQ16H	1 Ariat (Macaw green) 3-XL hoodie	39.99	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	2 Hitch adapters	39.78	11/12/2024	01-04-5663-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
0CRGLV3PQ16H	Laptop shoulder bag	19.21	11/12/2024	01-03-6120-00	
0CRGLV3PQ16H	1 (4-pack) Hanes men's t-shirts	20.00	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	Moleskine weekly planner	30.95	11/12/2024	01-03-6120-00	
0CRGLV3PQ16H	1 Pull starter kit	49.99	11/12/2024	01-04-6190-00	
0CRGLV3PQ16H	POPRUN monthly pocket planner - Admin.	14.95	11/12/2024	01-01-6120-00	
0CRGLV3PQ16H	1 Ariat (Cobalt) X-Large hoodie	42.72	11/12/2024	01-04-5715-00	
0CRGLV3PQ16H	2 Inflatable pumpkins for Pumpkins In The Park	245.98	11/12/2024	01-01-5780-00	
0CRGLV3PQ16H	S&H on Carhartt long-sleeve mens sweatshirt pu	7.95	11/12/2024	03-12-5715-00	
0CRGLV3PQ16H	1 Carhartt Long-sleeve sweatshirt	41.24	11/12/2024	03-12-5715-00	
0CRGLV3PQ16H	2 Pr. Wrangler utility pants	82.48	11/12/2024	01-04-5715-00	
1Y4D1GRJMD9	2 Boxes file folders	48.84	11/12/2024	01-02-6120-00	
1Y4D1GRJMD9	6 Boxes hanging file folders	114.72	11/12/2024	01-02-6120-00	
1Y4D1GRJMD9	6 Sets binder dividers	4.29	11/12/2024	01-02-6120-00	
1Y4D1GRJMD9	1 Patrol car front-seat organizer bag	42.49	11/12/2024	01-02-5715-00	
1Y4D1GRJMD9	6-Pack clear organizer bins	25.98	11/12/2024	01-02-6120-00	
1Y4D1GRJMD9	1 Pack Kleenex tissue	22.48	11/12/2024	01-02-6120-00	
Check Total:		1,316.97			
Vendor: Ameritas	Ameritas Life Insurance Corp				ACH Enabled: False
0104777300001	November 2024 Premium - PS Admin.	284.80	11/12/2024	01-02-4540-01	Check Sequence: 5
0104777300001	November 2024 Premium - PS Officers	1,091.84	11/12/2024	01-02-4535-03	
0104777300001	November 2024 Premium - Finance	414.70	11/12/2024	01-11-4540-00	
0104777300001	November 2024 Premium - Water	258.98	11/12/2024	03-12-4540-00	
0104777300001	November 2024 Premium - PS Sgts.	405.24	11/12/2024	01-02-4535-02	
0104777300001	November 2024 Premium - COBRA	37.00	11/12/2024	01-00-1590-00	
0104777300001	November 2024 Premium - Admin.	279.62	11/12/2024	01-01-4540-00	
0104777300001	November 2024 Premium - PS Dets.	172.08	11/12/2024	01-02-4535-04	
0104777300001	November 2024 Premium - Streets	294.26	11/12/2024	01-04-4540-00	
0104777300001	November 2024 Premium - Comm. Dev.	286.52	11/12/2024	01-03-4540-00	
Check Total:		3,525.04			
Vendor: anderson	Anderson Landscape Supply				ACH Enabled: False
V92154	Top soil	168.00	11/12/2024	01-04-6133-00	Check Sequence: 6

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: ARC DOC 956876	Check Total:	168.00			
	ARC Imaging Resources			Check Sequence: 7	ACH Enabled: True
	Ink cartridges for plotters	192.87	11/12/2024	01-03-6130-00	
	Check Total:	192.87			
Vendor: Benes G Sep-24	George Benes			Check Sequence: 8	ACH Enabled: False
	Property Maint. Inspections - September 2024	806.68	11/12/2024	01-03-5612-00	
	Check Total:	806.68			
Vendor: Bluder 4772	Bluders Tree Service			Check Sequence: 9	ACH Enabled: False
	Stump grinding and clean up @ Hodges & Leahy	1,200.00	11/12/2024	01-04-5766-00	
	Dead right-of-way tree removal @ Hodges & Leahy	3,000.00	11/12/2024	01-04-5766-00	
	Check Total:	4,200.00			
Vendor: burke 196168	Christopher B. Burke Engineering, Ltd.			Check Sequence: 10	ACH Enabled: False
	Traffic Counts & Evaluation for Town Hall meet	1,379.00	11/12/2024	01-01-5600-00	
	Bruster's, Wendy's, Lincoln Center, 17W345 Hal	2,810.00	11/12/2024	01-03-5604-00	
	Curb restoration project (2515.30 less 1178.43 cr	1,336.87	11/12/2024	05-12-7143-00	
Vendor: Cardio P INV3344646	Streambank Stabilization engineering services	700.00	11/12/2024	09-12-7190-07	
	Check Total:	6,225.87			
	Cardio Partners Inc			Check Sequence: 11	ACH Enabled: False
	12 AED Cartridges	1,035.00	11/12/2024	01-02-6190-00	
Vendor: CaseLots 27620	Check Total:	1,035.00			
	Case Lots, Inc.			Check Sequence: 12	ACH Enabled: False
	Can liners	293.40	11/12/2024	01-04-6130-00	
	Check Total:	293.40			
Vendor: Chada Plumbing Inspection Fees - 10/9-10/24/2024	Michael Chada			Check Sequence: 13	ACH Enabled: False
	Plumbing Inspection Fees - 10/9-10/24/2024	657.20	11/12/2024	01-03-5600-00	
	Check Total:	657.20			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: chgometr IN00445885	Chgo Metro. Fire Prevention Fire extinguisher certification	233.15	11/12/2024	Check Sequence: 14 01-04-5770-00	ACH Enabled: False
IN00445886	PD - Fire extinguisher certification	651.00	11/12/2024	01-02-5770-00	
	Check Total:	884.15			
Vendor: cintas 4208732928	Cintas Corporation PD Floor Mat Service	94.37	11/12/2024	Check Sequence: 15 01-02-5770-01	ACH Enabled: False
4208732973	City Hall Floor Mat Service	273.80	11/12/2024	01-04-5770-01	
4210177238	City Hall Floor Mat Service	273.80	11/12/2024	01-04-5770-01	
4210177246	PD Floor Mat Service	94.37	11/12/2024	01-02-5770-01	
	Check Total:	736.34			
Vendor: CintasCo 8407074700	Cintas Corporation CH 1st Aid Cabinet maintenance	574.97	11/12/2024	Check Sequence: 16 01-04-5770-00	ACH Enabled: False
	Check Total:	574.97			
Vendor: Comcast3 877120090000005	Comcast Business Video & 8 Digital Adapter - 10/19-11/1	145.08	11/12/2024	Check Sequence: 17 01-11-5668-00	ACH Enabled: False
877120090001058	CH Internet - 10/14-11/13/2024	256.85	11/12/2024	01-11-5668-00	
877120090031738	PD Digital Adapters - 10/28-11/27/2024	52.50	11/12/2024	01-02-5668-00	
	Check Total:	454.43			
Vendor: ComEd 9904123333	Com Ed PD Electric Service - 9/4-10/3/2024	77.47	11/12/2024	Check Sequence: 18 01-02-5758-00	ACH Enabled: False
	Check Total:	77.47			
Vendor: commdir SR130382	Communications Direct, Inc Docking station removal & installation of network	1,065.00	11/12/2024	Check Sequence: 19 01-02-5663-00	ACH Enabled: False
	Check Total:	1,065.00			
Vendor: CPS Co. 1-0479872	Chicago Parts & Sound LLC Squad boot	135.68	11/12/2024	Check Sequence: 20 01-02-5663-00	ACH Enabled: False
	Check Total:	135.68			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: elevator 127062	Elevator Inspection Service Co 1 Re-inspection @ Parkview Plaza, 3 @ Holiday	100.00	11/12/2024	Check Sequence: 21 01-03-5600-00	ACH Enabled: False
	Check Total:	100.00			
Vendor: Elm auto 20058	Elmhurst Auto Parts Wiperblades - Car #13	61.00	11/12/2024	Check Sequence: 22 01-02-5663-00	ACH Enabled: False
	Check Total:	61.00			
Vendor: Fastsign 65-65649	Fastsigns Cut-through signage approved by City Council	1,905.00	11/12/2024	Check Sequence: 23 01-04-6133-00	ACH Enabled: True
	Check Total:	1,905.00			
Vendor: FIOTI OBT 10-24 OBT DUI 10-24	Law Offices of John L. Fiotti City Prosecutions - October 2024 DUI Prosecutions - October 2024	3,217.50 2,291.25	11/12/2024 11/12/2024	Check Sequence: 24 01-01-5672-00 01-01-5672-00	ACH Enabled: False
	Check Total:	5,508.75			
Vendor: G-Gaming	Great American Gaming, LLC Refund for overpayment (misc calc. on new TO 1	2,000.00	11/12/2024	Check Sequence: 25 01-00-3225-00	ACH Enabled: False
	Check Total:	2,000.00			
Vendor: GHR MGT35781	MGT of America Consulting Final Pay for Interim Finance Director	7,892.50	11/12/2024	Check Sequence: 26 01-11-5600-00	ACH Enabled: False
	Check Total:	7,892.50			
Vendor: Gonzini	Robert J. Gonzini Elec. & Bldg. Inspection Svcs. - 10/15-11/5/2024	1,199.39	11/12/2024	Check Sequence: 27 01-03-5600-00	ACH Enabled: True
	Check Total:	1,199.39			
Vendor: Graph 95274	Graphics2000 Code Enforcement door hangers (700)	546.00	11/12/2024	Check Sequence: 28 01-03-6120-00	ACH Enabled: False
	Check Total:	546.00			
Vendor: hdsupply V701769	Core & Main LP Fire Hydrant Repair	4,524.67	11/12/2024	Check Sequence: 29 03-12-5660-00	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Check Total:					
Vendor: hinsdale	Flagg Creek Water Reclamation District	4,524.67			ACH Enabled: False
008408-000	WMF Sewer - 8/29-9/30/2024	22.15	11/12/2024	Check Sequence: 30 03-12-5758-00	
008427-000	City Hall Sewer - 8/29-9/30/2024	353.20	11/12/2024	01-04-5758-00	
008467-000	PD Sewer - 8/29-9/30/2024	269.54	11/12/2024	01-02-5758-00	
111731-000	PSB Sewer - 8/29-9/30/2024	35.15	11/12/2024	01-04-5758-00	
Check Total:					
Vendor: homedep2	Dept. 32 - 2153930338 Home Depot Credit Services	680.04			ACH Enabled: False
2623276	Rotary hammer, drill bits, washers, tapcons	372.39	11/12/2024	Check Sequence: 31 01-04-6190-00	
2623277	Leveling seal	19.96	11/12/2024	01-04-6130-00	
3514762	Hole saw bit	38.89	11/12/2024	01-04-6190-00	
3621134	Propane exchange, fridge/freezer odor absorber	71.94	11/12/2024	01-04-6190-00	
3623122	Pliers, new outlets	21.95	11/12/2024	01-04-6190-00	
4010398	Washers, wrench, spikes, weathershield	42.14	11/12/2024	01-04-6190-00	
5510260	CHF electrical boxes	54.82	11/12/2024	01-04-5770-00	
611352	Sealer and outlet switches	36.98	11/12/2024	01-04-6190-00	
621747	Paint and sockets	20.29	11/12/2024	01-04-6190-00	
6564862	Humidifier wicks	45.98	11/12/2024	01-04-6130-00	
7571902	Humidifier treatment	9.97	11/12/2024	01-04-6130-00	
7844408	Sign posts	197.82	11/12/2024	01-04-6133-00	
8613253	Wet patch, play sand, Rain-X	61.52	11/12/2024	01-04-6130-00	
9014734	Sealkrete sealer, receptacle tester, mums	99.89	11/12/2024	01-04-6130-00	
9414842	Mailbox post cap	4.98	11/12/2024	01-04-6190-00	
Check Total:					
Vendor: IAACP	Illinois Association of Chiefs of Police	1,099.52			ACH Enabled: False
18485	Membership Renewal through December 31, 202	265.00	11/12/2024	Check Sequence: 32 01-02-5610-00	
Check Total:					
Vendor: JGUnif	J.G. Uniform, Inc.	265.00			ACH Enabled: False
137703	Chief, Dep. Chief, Sgt, Officer - shields	275.00	11/12/2024	Check Sequence: 33 01-02-5715-00	
138267	Full uniform - New hire Patrol	1,190.85	11/12/2024	01-02-5715-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
138268	Full uniform - New hire Patrol	587.35	11/12/2024	01-02-5715-00	
138269	Work books - Patrol	219.00	11/12/2024	01-02-5715-00	
	Check Total:	2,272.20			
Vendor: KFY	G.O.B.T., Inc.			Check Sequence: 34	ACH Enabled: False
	Catering for Summer Concert Series bands	1,500.00	11/12/2024	01-01-5780-00	
	Check Total:	1,500.00			
Vendor: kiefert	Great Lakes Concrete, LLC			Check Sequence: 35	ACH Enabled: False
254286	Plastic coupling	27.23	11/12/2024	03-12-6190-00	
	Check Total:	27.23			
Vendor: library	Villa Park Public Library			Check Sequence: 36	ACH Enabled: False
	17 Library cards issued for 12 residences in Sept	3,194.20	11/12/2024	01-01-5785-00	
	Check Total:	3,194.20			
Vendor: maureen	Maureen McGuire			Check Sequence: 37	ACH Enabled: False
4046	Nov/Dec. 2024 Terrace Leaves newsletter	2,485.00	11/12/2024	01-01-5625-00	
	Check Total:	2,485.00			
Vendor: meade	Meade Electric Company, Inc.			Check Sequence: 38	ACH Enabled: False
710358	Traffic signal pre-emption repair @ Butterfield &	399.69	11/12/2024	01-04-5755-00	
710443	Traffic signal pre-emption repair @ Butterfield &	406.72	11/12/2024	01-04-5755-00	
	Check Total:	806.41			
Vendor: MECO	MECO Consulting Group LLC			Check Sequence: 39	ACH Enabled: True
1644	FY25 Communications Services - October 2024	2,240.00	11/12/2024	01-01-5668-00	
	Check Total:	2,240.00			
Vendor: MinoltaC	Konica Minolta Business Soluti			Check Sequence: 40	ACH Enabled: False
9010166507	Water Copier Maintenance - 9/26-10/25/2024	2.18	11/12/2024	03-12-5660-00	
9010166507	Streets Copier Maintenance - 9/26-10/25/2024	2.18	11/12/2024	01-04-5660-00	
	Check Total:	4.36			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: Minute	Minuteman Press			Check Sequence: 41	ACH Enabled: False
126235	Swartz School student artwork banners for light j	471.89	11/12/2024	01-01-6130-00	
126260	Veteran's Day flyers	866.78	11/12/2024	01-01-5780-00	
	Check Total:	1,338.67			
Vendor: NYMellon	The Bank of New York Mellon			Check Sequence: 42	ACH Enabled: True
OAKBRKTERR06	SSA Unlimited Ad Valorem Special Tax Bonds -	2,250.00	11/12/2024	04-12-7170-00	
OAKBRKTERR06	SSA Unlimited Ad Valorem Special Tax Bonds -	45,000.00	11/12/2024	04-12-7170-01	
OAKBTERR13	IL Genl. Obligation Refund Bonds Series 2013 -	24,600.00	11/12/2024	09-12-7170-00	
OAKBTERR13	IL Genl. Obligation Refund Bonds Series 2013 -	310,000.00	11/12/2024	09-12-7170-01	
OBT CITY GO RFD	General Obligation Refund Bonds S2021 - Intere	23,835.00	11/12/2024	12-12-7170-00	
OBT CITY GO RFD	General Obligation Refund Bonds S2021 - Princ	180,000.00	11/12/2024	12-12-7171-00	
	Check Total:	585,685.00			
Vendor: oherron	Ray O'Herron Co. Inc.			Check Sequence: 43	ACH Enabled: False
2372893	2 Patch removal fees, 2 service bars, 1 holster - \$	104.95	11/12/2024	01-02-5715-00	
	Check Total:	104.95			
Vendor: Packey	Packey Webb Ford			Check Sequence: 44	ACH Enabled: False
172188	PS2 stepside	468.13	11/12/2024	01-04-5663-00	
	Check Total:	468.13			
Vendor: Paddock2	Daily Herald			Check Sequence: 45	ACH Enabled: False
307476	Publication legal notice for Wendy's #2195163	204.70	11/12/2024	01-03-5725-00	
309584	Public Hearing notice for Comprehensive Plan up	89.70	11/12/2024	01-03-5725-00	
	Check Total:	294.40			
Vendor: pitney1	Reserve Account Pitney Bowes Inc.			Check Sequence: 46	ACH Enabled: False
28024552	Replenish Comm. Dev. Postage - 9/17-10/16/202	75.84	11/12/2024	01-03-6170-00	
28024552	Replenish PD Postage - 9/17-10/16/2024	2.07	11/12/2024	01-02-6170-00	
28024552	Replenish Finance Postage - 9/17-10/16/2024	79.29	11/12/2024	01-11-6170-00	
28024552	Replenish Water Postage - 9/17-10/16/2024	74.52	11/12/2024	03-12-6170-00	
	Check Total:	231.72			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: Pitney-2	Pitney Bowes Global Financial Svcs			Check Sequence: 47	ACH Enabled: False
3106880344	Water Postage Rental - 8/30-11/29/2024	90.03	11/12/2024	03-12-5655-00	
3106880344	Streets Postage Rental - 8/30-11/29/2024	90.03	11/12/2024	01-04-5655-00	
3106880344	Comm. Dev. Postage Rental - 8/30-11/29/2024	90.03	11/12/2024	01-03-5655-00	
3106880344	Finance Postage Rental - 8/30-11/29/2024	90.03	11/12/2024	01-11-5655-00	
3106880344	Admin. Postage Rental - 8/30-11/29/2024	90.03	11/12/2024	01-01-5655-00	
	Check Total:	450.15			
Vendor: Pro Chem	Pro Chem, Inc.			Check Sequence: 48	ACH Enabled: False
180060	Nitrile gloves	490.52	11/12/2024	01-04-6130-00	
	Check Total:	490.52			
Vendor: Runco	Runco Office Supplies and Equipment Company			Check Sequence: 49	ACH Enabled: True
953232-0	Storage clipboard - Code Enforcement Officer	39.14	11/12/2024	01-03-6120-00	
953648-0	Credit card/calculator paper rolls	11.79	11/12/2024	01-01-6120-00	
	Check Total:	50.93			
Vendor: Semper	Semper Fi Landscaping Inc			Check Sequence: 50	ACH Enabled: False
2024-1375	Streambank maintenance services	2,000.00	11/12/2024	09-12-7190-07	
	Check Total:	2,000.00			
Vendor: SIKICH	SIKICH			Check Sequence: 51	ACH Enabled: True
72693	Progress bill 4/30/24 fin. statement audit thru 10/	15,000.00	11/12/2024	01-11-5600-00	
	Check Total:	15,000.00			
Vendor: springbk	Springbrook Holding Company LLC			Check Sequence: 52	ACH Enabled: False
INV-018832	Cloud Database backup 10/8/24-8/12/25	2,243.42	11/12/2024	01-11-5600-00	
	Check Total:	2,243.42			
Vendor: Storino	Storino Ramello & Durkin			Check Sequence: 53	ACH Enabled: False
92228	General Fund - Exec. Admin. - Labor Relations	1,094.75	11/12/2024	01-01-5674-00	
92228	General Fund - Exec. Admin. - Litigation	8,878.50	11/12/2024	01-01-5673-00	
92228	General Legal Services - Exec. Admin.	16,694.49	11/12/2024	01-01-5671-00	

Invoice No	Description		Amount	Pmt Date	Acct Number	Reference
Vendor: subdrive 70360 70361 70362 70416 70417	Check Total:		26,667.74			
	Suburban Driveline Inc.				Check Sequence: 54	ACH Enabled: False
	Vehicle inspection - M242578 #W3		45.00	11/12/2024	01-04-5663-00	
	Vehicle inspection - M205707 #3		45.00	11/12/2024	01-04-5663-00	
	Vehicle inspection - M224254 #W1		45.00	11/12/2024	01-04-5663-00	
	Vehicle inspection - M219511 #8		45.00	11/12/2024	01-04-5663-00	
	Vehicle inspection - M219660 #4		45.00	11/12/2024	01-04-5663-00	
Vendor: tapco 1789068 1789831 1790149	Check Total:		225.00			
	TAPCO Traffic & Parking Control Co., Inc.				Check Sequence: 55	ACH Enabled: False
	Blinker signs for MacArthur Road & Karban		19,704.03	11/12/2024	09-12-5600-00	
	Blinkers and parts for MacArthur signs		2,003.54	11/12/2024	09-12-5600-00	
	Parts for blinker signs requested by contractor		359.03	11/12/2024	09-12-5600-00	
Vendor: Terminal 72170-00	Check Total:		22,066.60			
	Terminal Supply Co.				Check Sequence: 56	ACH Enabled: False
	Connectors		110.90	11/12/2024	01-04-5663-00	
Vendor: ThermFlo T34417INV	Check Total:		110.90			
	ThermFlo, Inc				Check Sequence: 57	ACH Enabled: True
	Water Dept. generator repair		1,258.83	11/12/2024	03-12-5660-00	
	Check Total:		1,258.83			
Vendor: trugreen 200803003 200806009 202065180	Trugreen				Check Sequence: 58	ACH Enabled: False
	Turf Treatment - Kreml Park		143.37	11/12/2024	01-04-5765-00	
	Turf Treatment - CH		166.01	11/12/2024	01-04-5765-00	
	Turf Treatment - Public Services		150.92	11/12/2024	01-04-5765-00	
Vendor: uline 184122331	Check Total:		460.30			
	ULINE				Check Sequence: 59	ACH Enabled: False
	Road spikes/pins		177.54	11/12/2024	01-04-6133-00	
	Check Total:		177.54			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: usablue	USA Blue Book				
INV00511235	Discharge hose/supplies	285.74	11/12/2024	Check Sequence: 60 01-04-6190-00	ACH Enabled: False
INV00511513	Coffee filters/shop supplies	15.99	11/12/2024	01-04-6130-00	
INV00515848	Safety-mesh Hi-Vis t-shirts	104.80	11/12/2024	01-04-6190-00	
INV00517551	Cups & filters	179.93	11/12/2024	01-04-6130-00	
	Check Total:	586.46			
	Total for Check Run:	723,853.50			
	Total of Number of Checks:	60			

NOV 12 2024



City Treasurer's Report

Oct-24

CORPORATE FUND	BALANCE September 30, 2024	RECEIVED	DISBURSED	BALANCE Oct-24	INTEREST RATE
PAYROLL	\$18,440	\$479,437	\$497,877	(\$0)	
WINTRUST MONEY MARKET	\$5,180,338	\$904,572	\$658,724	\$5,426,186	
Wintrust General Money Market	\$2,500,000	\$4,601,963	\$4,601,963	\$2,500,000	
Interfund Transfers		\$704,369	\$1,361,922		
Revenue/Expenditures		<u>\$1,185,760</u>	<u>\$620,598</u>		
Checking/MM Total	\$3,535,923	\$6,492,092	\$6,584,484	\$3,443,532	
DUI TECH FEE ACCT	\$0	\$0	\$0	\$0	
STATE FORFEITURE	\$0	\$0	\$0	\$0	
FEDERAL FORFEITURE	\$0	\$0	\$0	\$0	
FUEL SYSTEM REPLACEMENT	\$87,321	\$1	\$0	\$87,321	0.010%
TRAFFIC LIGHT ENFORCEMENT	\$4,427,350	\$18,555	\$525	\$4,445,381	
SFAM LLC 2022-6902	\$3,808,475	\$2,939	\$4,115	\$3,807,300	*
CORPORATE TOTAL	\$19,557,847	\$12,499,560	\$12,347,688	\$19,709,719	
CAPITAL IMPROVEMENTS					
MONEY MARKET (HARRIS)	\$0	\$0	\$0	\$0	
SFAM LLC 5909-3614	\$393,283	\$1,114	\$1,474	\$392,923	*
CAPITAL IMPROVEMENT TOTAL	\$393,283	\$1,114	\$1,474	\$392,923	
MOTOR FUEL TAX FUND					
MONEY MARKET (HARRIS)	\$5,572	\$0	\$5,572	\$0	
MFT TOTAL	\$5,572	\$0	\$5,572	\$0	
BUSINESS DISTRICT #1					
2012 BUS. DIST. DEBT SERVICE	\$43	\$0	\$43	\$0	1.27%
BUSINESS DISTRICT TOTAL	\$43	\$0	\$43	\$0	
SSA DEBT SERVICE FUND					
HARRIS	\$0	\$0	\$0	\$0	
SSA DEBT SERVICE TOTAL	\$0	\$0	\$0	\$0	
WATER					
MONEY MARKET (HARRIS)	\$1,546,561	\$149,152	\$204,552	\$1,491,161	
ESCROW ACCT.	\$0	\$0	\$0	\$0	
WATER FUND CAPITAL	\$65	\$0	\$65	\$0	1.272%
WATER TOTAL	\$3,093,186	\$149,153	\$204,616	\$1,491,162	
ALL FUNDS TOTALED	\$23,049,931	\$12,649,827	\$12,559,393	\$21,593,804	
NET INCREASE (DECREASE)		\$ 90,434			

* Multiple Securities Purchased Having Various Interest Rates

Prepared By,
Tanya Walker, Treasurer



CITY OF OAKBROOK TERRACE
Department Payroll Summary Report for October 2024

Executive Administration	\$	35,218.16
Special Events	\$	773.71
Police Administration	\$	47,132.92
Police Sergeants	\$	39,348.87
Police Officers	\$	136,741.21
Police Investigations	\$	11,207.04
Police Court Time / Stand-by	\$	1,662.19
Building & Zoning	\$	30,982.57
P&Z Commission	\$	3,000.00
Public Services - Streets	\$	26,325.74
Police Commission	\$	550.00
Finance	\$	26,902.03
Traffic Light Enforcement	\$	-
Traffic Light Enforcement Court Time		
General Fund Total	\$	359,844.44
Public Services - Water	\$	39,568.34
Water Fund Total	\$	39,568.34
Snow Duties	\$	-
Motor Fuel Tax Fund Total	\$	-
Total Gross Payroll \$		399,412.78

ORDINANCE NO. 24 - 38

**AN ORDINANCE AMENDING THE PROVISIONS OF TITLE XI (BUSINESS
REGULATIONS); CHAPTER 124 (VIDEO GAMING); SUBCHAPTER 124.22
(NUMBER OF LICENSES) OF THE CODE OF OAKBROOK TERRACE
TO INCREASE THE MAXIMUM NUMBER OF
VIDEO GAMING LOCATION LICENSES AND THE MAXIMUM NUMBER OF
VIDEO GAMING TERMINAL LICENSES
(TERRACE CANTINA, INC., D/B/A TERRACE CANTINA, 17W615 BUTTERFIELD
ROAD)**

WHEREAS, the City of Oakbrook Terrace (the “City”) is a home-rule unit of local government under Article VII, Section 6 of the 1970 Illinois Constitution and, except as limited by such Section, it may exercise any power and perform any function pertaining to its government and affairs;

WHEREAS, Section 124.22(A) of the Code of Oakbrook Terrace establishes the number of Video Gaming Location Licenses, and such number may, from time to time, be increased by formal action of the City Council to make available for the Liquor Commissioner to consider granting a Video Gaming Location License for a new and deserving business enterprise which seeks a Video Gaming Location License;

WHEREAS, Section 124.22(B) of the Code of Oakbrook Terrace establishes the number of Video Gaming Terminal Licenses, and such number may, from time to time, be increased by formal action of the City Council to make available for the Liquor Commissioner to consider granting a Video Gaming Terminal License for a new and deserving business enterprise which seeks a Video Gaming Terminal License; and

WHEREAS, the City Council has determined that it is desirable to increase the maximum number of Video Gaming Location Licenses and increase the maximum number of Video Gaming Terminal Licenses to enable the Liquor Commissioner to consider issuing a Video Gaming Terminal License and Video Gaming Terminal Licenses to, Terrace Cantina, Inc., D/B/A Terrace Cantina to authorize the installation and use of video gaming devices in the premises at 17W615 Butterfield Road and to encourage increased general economic activity and tourism within the City;

NOW, THEREFORE, BE IT HEREBY ORDAINED by the City Council of the City of Oakbrook Terrace, DuPage County, Illinois, as follows:

Section 1. The recitals set forth above are incorporated herein by this reference.

Section 2. Section 124.22, entitled “Number of Licenses” of the City of Oakbrook Terrace Code of Ordinances, shall be amended to read as follows:

(A) The total number of Video Gaming Location Licenses issued under this chapter article shall not exceed twenty (20).

(B) The total number of Video Gaming Terminal Licenses for Video Gaming Terminals issued under this chapter article shall not exceed one hundred and nineteen (119).

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

Section 4. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form as provided by law.

ADOPTED this 12th day of November 2024, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

APPROVED by me this 12th day of November 2024.

Paul Esposito, Mayor of the City of
Oakbrook Terrace, DuPage County, Illinois

ATTESTED and filed in my office,
this 12th day of November 2024.

Michael Shadley, Clerk of the City of
Oakbrook Terrace, DuPage County, Illinois

ORDINANCE NO. 24 - 39

**AN ORDINANCE AMENDING THE PROVISIONS OF SECTION 30.35 ENTITLED
“COUNCIL TO ACT AS A BODY”, OF CHAPTER 30 ENTITLED “GENERAL
PROVISIONS” OF TITLE III ENTITLED “ADMINISTRATION” OF THE CODE OF
ORDINANCES OF THE CITY OF OAKBROOK TERRACE, ILLINOIS**

WHEREAS, the City of Oakbrook Terrace, Illinois (the “City”) is a home-rule unit of local government under Article VII, Section 6, of the 1970 Illinois Constitution and, except as limited by such Section, it may exercise any power and perform any function pertaining to its government and affairs;

WHEREAS, the City has enacted a Code of Ethics that includes Section 30.35, which regulates the actions of the city council; and

WHEREAS, the corporate authorities of the City deem it necessary, desirable and in the best interest of the City to amend Section 30.35 of the Code of Oakbrook Terrace, Illinois;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the City Council of the City of Oakbrook Terrace, DuPage County, Illinois:

Section 1: The recitals set forth above are incorporated herein by this reference.

Section 2: Section 30.35 entitled “Council to Act as a Body” of Chapter 30 entitled “General Provisions” of Title III entitled “Administration” of the Code of Oakbrook Terrace, Illinois, is hereby amended to read as follows:

§ 30.35 COUNCIL TO ACT AS A BODY.

(A) The City Council shall act in all matters as a body as permitted by the Illinois Municipal Code. No member of the City Council shall seek to intimidate or threaten any public officer or employee, offer any gift or other valuable consideration intended to influence any public officer or employee in the performance of an official act, or interfere in any way with the performance of the duties of an officer or employee. As permitted by law, the foregoing provisions of this section shall not prevent the City Council from:

(1) Appointing all or any one of its members to any board, committee, or commission; or

(2) Appointing any of its members to act as a liaison to any board, committee or commission, organization, group of individuals or other governmental body or agency.

(B) Nothing contained herein shall prevent any member of the City Council from requesting from the City Administrator or from the City Council meeting as a body, such information as may be proper and necessary to the performance of official duties, whether acting as a member of the City Council, as a liaison, or as a member of any board, committee or commission. Nothing contained herein shall prevent members of the City Council, when acting in their official capacity at a regular, special or emergency City Council meeting, or as a member of any committee or commission, from engaging in discussion with any employee concerning conditions of employment.

Section 3: If any provision of this ordinance, or the application of any provision of this ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision or application of such provision is severable, unless otherwise provided by ordinance.

Section 4: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of the conflict.

[THE REMAINDER OF THIS PAGE IS LEFT BLANK INTENTIONALLY.]

Section 5: This ordinance shall be in full force and effect upon its passage, approval and publication in accordance with law.

ADOPTED this 12th day of November 2024, pursuant to a roll call vote as follows:

AYES: _____
NAYES: _____
ABSENT: _____
ABSTENTION: _____

APPROVED by me this 12th day of November 2024.

Paul Esposito, Mayor of the City of
Oakbrook Terrace, DuPage County, Illinois

ATTESTED and filed in my office,
this 12th day of November 2024.

Michael Shadley, Clerk of the City of
Oakbrook Terrace, DuPage County, Illinois

ORDINANCE NO. 24 - 40

**AN ORDINANCE GRANTING VARIATIONS FROM THE REQUIREMENTS OF THE
ZONING CODE FOR THE PROPERTY COMMONLY KNOWN AS
17W160 16TH STREET
IN THE CITY OF OAKBROOK TERRACE, ILLINOIS**

WHEREAS, the City of Oakbrook Terrace (the “City”) is a home-rule unit of local government under Article VII, Section 6 of the 1970 Illinois Constitution and, except as limited by such Section, it may exercise any power and perform any function pertaining to its government and affairs;

WHEREAS, the City Council of the City has heretofore adopted the Zoning Ordinance of the City of Oakbrook Terrace, Title XV, Chapter 156 of the Code of Oakbrook Terrace, Illinois (hereinafter the “Zoning Code”);

WHEREAS, Section 156.023 of the Zoning Code provides that, in cases where there are practical difficulties or particular hardships in the way of carrying out the strict letter of any of the regulations of the Zoning Code, the City Council may, by ordinance, determine and vary the application of such regulations in harmony with its general purpose and intent, and in accordance with the general or specific rules contained in such section;

WHEREAS, FGM Architects, Inc. as agent for the County School Trustees for the use and benefit of the Salt Creek School District 48, the property owner of record (the “Petitioner”) is seeking approval of certain variations for the property legally described in Exhibit “A,” attached hereto and made a part hereof (the “Property”), to allow for the improvement of Stella May Swartz Elementary School on the Property including:

- New secure vestibule addition with new accessible ramp, new stairwell, new roof access stair, and new administrative offices;
- Renovation of one existing classroom to become part of the new administrative offices;
- Renovation / relocation of all existing toilet rooms;
- Renovation of existing administrative offices to become new art classroom;
- Renovation of existing art classroom to become new occupational therapy office and reading / intervention room;

WHEREAS, specifically, the Petitioner is seeking the following relief:

1. A variation from the requirements of Section 156.043(B)(3)(c)(2)(A) of Chapter 156 (Zoning) of the Code of Oakbrook Terrace, Illinois, limiting the total permitted area of a wall sign from four square feet (4 ft²) to allow the total permitted area of a wall sign to be thirty-six and 25/100 square feet (36.25 ft²)

2. A variation from the requirements of Section 156.075(F)(1)(b) of Chapter 156 (Zoning) of the Code of Oakbrook Terrace, Illinois, requiring a minimum required front yard setback of thirty feet (30') to allow a minimum required front yard setback of twenty-two and 58/100 feet (22.58') along the south Property line;

3. A variation from the requirements of Section 156.075(F)(2) requiring a minimum required side yard setback of thirty feet (30') to allow a minimum required side yard setback of four and one-half feet (4.5').

WHEREAS, pursuant to the required public notice, a public hearing was held by the City's Planning and Zoning Commission on October 1, 2024, to consider the Petitioner's application;

WHEREAS, the City's Planning and Zoning Commission reported its recommendation to approve the Petitioner's application to the City Council;

WHEREAS, the Planning and Zoning Commission made the following findings:

1. There are practical difficulties or particular hardships in the way of carrying out the strict letter of the regulations of the Zoning Code regarding the Property because the Property is a public elementary school. The school was built under the jurisdiction of DuPage County. Public Schools were a permitted use in the County at that time. In 1999, the City granted a variation to front yard setback and lot coverage for an addition to the east side of the school. The variation approved a six- and 15/100-foot (6.15') setback from the eastern property line along Elder Lane. The current proposed addition to the school will encroach slightly beyond the prior varied setback to approximately four and one-half feet (4.5'). The building currently meets front yard setback requirements along 16th Street, but the addition will extend beyond the setback to twenty-two feet and seven inches (22' 7"). The wall sign of thirty-six and 25/100 square feet (36.25 ft²) in area is similar in size to the existing wall sign above the main entrance;

2. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located because the Property is a public elementary school;

3. The plight of the owners is due to unique circumstances related to the location and configuration of the Property and is not of their own creation because the configuration of the Property does not lend itself to the efficient location of the improvements necessary to construct the proposed improvements; and

4. The variations, if granted, will not alter the essential character of the locality because the essential character of the locality is residential and the public school provides educational opportunities to the children residing in the neighborhood. After the granting of the requested relief, the essential character of the locality will remain residential and the configuration of the proposed improvements will be compatible with the existing homes in the area.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Oakbrook Terrace, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preambles to this ordinance are found to be true and correct and are hereby adopted as part of this ordinance.

Section 2: The corporate authorities of the City of Oakbrook Terrace hereby adopt the findings of the Planning and Zoning Commission with respect to the variations for the Property.

Section 3: A variation from the requirements of Section 156.043(B)(3)(c)(2)(A) of Chapter 156 (Zoning) of the Code of Oakbrook Terrace, Illinois, limiting the total permitted area of a wall sign from four square feet (4 ft²) to allow the total permitted area of a wall sign to be thirty-six and 25/100 square feet (36.25 ft²) is hereby approved for the Property.

Section 4: A variation from the requirements of Section 156.075(F)(1)(b) of Chapter 156 (Zoning) of the Code of Oakbrook Terrace, Illinois, requiring a minimum required front yard setback of thirty feet (30') to allow a minimum required front yard setback of twenty-two and 58/100 feet (22.58') along the south Property line is hereby approved for the Property.

Section 5: A variation from the requirements of Section 156.075(F)(2) requiring a minimum required side yard setback of thirty feet (30') to allow a minimum required side yard setback of four and one-half feet (4.5') is hereby approved for the Property.

Section 6: The variations granted by this ordinance shall be subject to termination if no building permit has been issued within one year from the date a variation is approved, provided, however, that upon written application, extensions of not to exceed one year for each extension authorized may be granted by the City Council.

Section 7: This ordinance shall be on file with the City Clerk and shall be recorded with the DuPage County Recorder of Deeds.

Section 8: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of the conflict.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]

Section 9: This ordinance shall be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this 12th day of November 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this 12th day of November 2024.

Paul Esposito, Mayor of the City of
Oakbrook Terrace, DuPage County, Illinois

ATTESTED and filed in my office,
this 12th day of November 2024.

Michael Shadley, Clerk of the City of
Oakbrook Terrace, DuPage County, Illinois

EXHIBIT "A"

Legal Description

LOTS 1, 2 AND 3 IN BLOCK 4 AND LOTS 15, 16, 17, 18 AND 19 IN BLOCK 2 IN TOWN DEVELOPMENT COMPANY'S ELMHURST COUNTRYSIDE UNIT NUMBER 1 BEING A SUBDIVISION OF THE NORTHEAST ¼ OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 22, 1945, AS DOCUMENT NUMBER 479816, IN DUPAGE COUNTY, ILLINOIS.

ALSO:

ALL OF VACATED ELDER LANE LYING BETWEEN BLOCKS 2 AND 4 IN TOWN DEVELOPMENT COMPANY'S ELMHURST COUNTRYSIDE UNIT NO. 1 BEING A SUBDIVISION IN THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 22, 1945, AS DOCUMENT 479816 IN DUPAGE COUNTY ILLINOIS.

COMMON ADDRESS: 17W160 16th Street, Oakbrook Terrace, IL 60181

UNDERLYING P.I.N.: 06-22-202-008 & 06-22-203-001

NOV 12 2024



Interdepartmental Memo

To: Mayor Esposito, City Council, Jim Ritz
From: Amy Raffel, Asst. to the City Administrator/HR
Re: Risk Management Services 2025
Date: November 7, 2024

We are at the time to renew our Property, Casualty, and Workers' Compensation insurance coverage. Staff have obtained the following quotes and pricing from our insurance broker, Assurance Agency.

Assurance Agency has served as the City's broker for our risk management services. I believe they prioritize the City's best interests when obtaining quotes for insurance coverage. This insurance package includes comprehensive general liability, automobile, property, equipment, law enforcement, crime coverage, workers' compensation, privacy (cyber), and extended coverage for the City. All current policies are set to expire on December 31, 2024.

After reviewing all the documentation submitted to the Assurance Agency, we found that our overall renewal for Risk Management Services for 2024-2025 has decreased by \$42,308, which represents a 10% reduction. Several factors contributed to this change: there was a 1% increase in property value, a 10% increase in exposure, and market fluctuations affecting the auto premium.

Additionally, we will see an increase in deductibles for certain coverages. The Employee Practices Liability deductible will rise from \$2,500 to \$5,000, and the Auto Physical Damage deductible will increase from \$1,000 to \$2,000. On a positive note, the renewal of cyber coverage will maintain a flat premium.

Assurance anticipated increases from Travelers and actively sought out the best coverage options to ensure the city receives the most comprehensive and competitive program available. Both Liberty and Trident Insurance declined to provide quotes as they could not match Travelers' coverage, deductibles, and pricing. Therefore, we recommend retaining Travelers as the existing Property and Casualty coverage carrier.

We had an excellent year, with minimal reports of vehicle accidents and claims. We are confident that Travelers has the city's best interests in mind. They have proven to be easy to work with and are already familiar with the city's needs.

The Illinois Public Risk Fund (IPRF), one of the state's largest workers' compensation carriers and our long-time provider, is being recommended for this bundle. The City has

implemented a safety program and committee, adhering to the guidelines set forth by IPRF to help reduce incidents. These preventative measures have provided valuable education and have contributed to a decrease in the number of claims. For the year 2025, the IPRF Safety Grant allocated to the City of Oakbrook Terrace is \$37,528.

For the calendar year 2025, it is essential to consider Workplace Violence Insurance. Workplace violence is the second leading cause of worksite deaths in the United States. According to the U.S. Department of Justice's annual National Crime Victimization Survey, approximately 2 million violent acts are reported each year. The Workplace Violence Research Institute estimates that the cost of these incidents exceeds \$36 billion annually. The Bureau of Labor Statistics reported 417 workplace homicides in 2015, which accounted for 9% of all fatal work injuries. Companies that interact with the public, handle money, deliver goods and services, work with unstable or volatile individuals, or operate late at night are particularly at risk. Workplace Violence Insurance provides coverage for financial losses associated with incidents of violence in the workplace.

All policy limits, deductibles, terms, and conditions are substantially the same as the expiring policy term.



**MarshMcLennan
Agency**

An Insurance Program Proposal

City of Oakbrook Terrace

Presented by:

Bobby Dufkis

847.463.7132

Bobby.Dufkis@MarshMMA.com

Miranda Leininger

847.463.7785

Miranda.Leininger@MarshMMA.com

Date Presented: November 7, 2024

Effective December 31, 2024 to December 31, 2025 and

January 1, 2025 to January 1, 2026

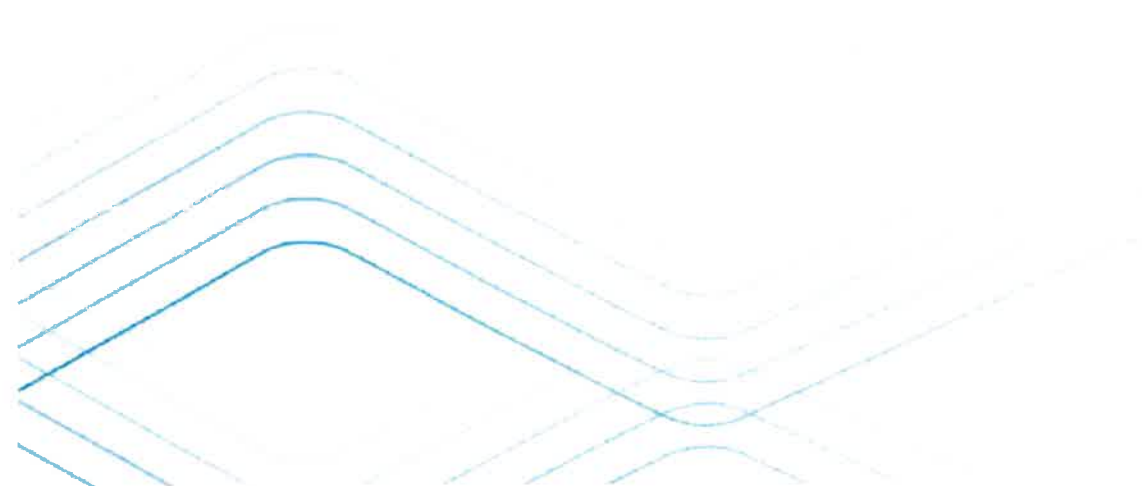


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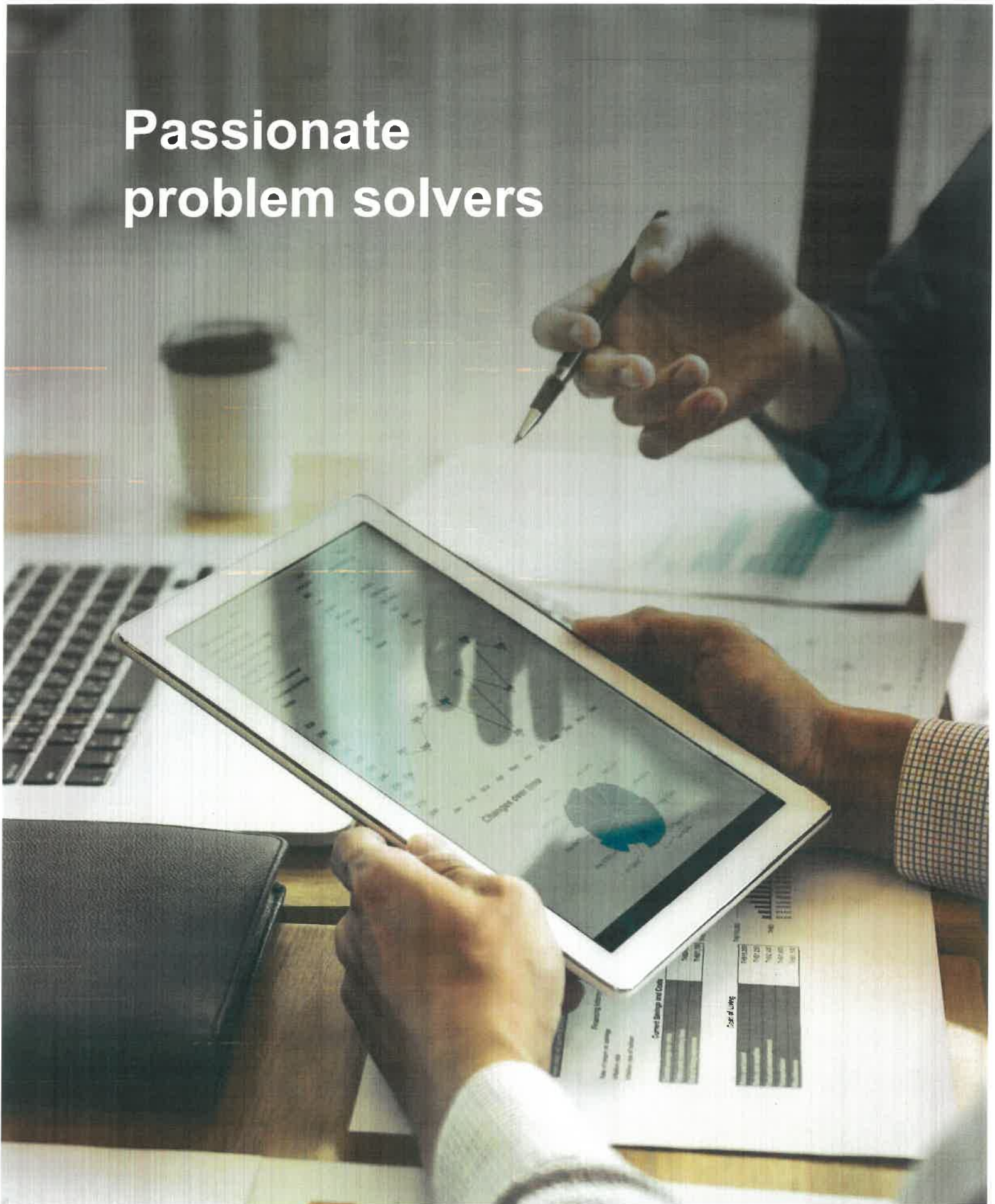
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Passionate problem solvers



Executive Summary

We appreciate the opportunity to present this proposal to you. Our proposal was developed with your specific insurance and risk management needs in mind. If upon review, there's additional information you will need to facilitate your decision-making process, please let us know.

Marketplace Update

The Q2 Marsh Global Insurance Market Index reports that commercial insurance rates rose by 1% nationally in the 2nd quarter of 2024. Globally, composite rates tracked flat for the first time in 7 years. While this varies for each individual client, we are seeing a positive trend for the first time in several years.

Rate Trends:

Property rate increases are averaging 2-10% and significantly more for risks with sustained losses. In addition to the continued rate pressures, there is sustained momentum for carriers to implement inflation adjustments to total insured values (from 5% to more than 20% in some cases), and apply higher deductibles for wind, hail, and water damage.

Automobile rate increases are averaging 9%, and more for those risks with adverse claims experience. Market drivers include social inflation resulting in nuclear verdicts, supply change bottlenecks, technology challenges, and continuing increases in fatalities.

General Liability rate increases are averaging 4% or higher, depending on the business class, and Umbrella and excess liability rate increases are averaging 10-11%. We are seeing a significant rise in rate for Law Enforcement Liability, as well as Public Officials Liability, due to the increases claims frequency, severity, and nuclear jury verdicts.

Workers Compensation rates are stable and remain relatively flat for those risks without adverse loss history.

Your Results

The overall renewal resulted in a decrease of \$42,308 or 10%.

Workers Compensation: Payroll exposure has increased by 3%, but due to significant rate decreases, you are seeing an overall decrease in this line of \$71,210 or 27.6%. The extraordinary decrease in the work comp is driving the overall renewal as the other lines of coverage are increasing.

Primary & Excess Liability: The market drivers indicated above are the main factors of the renewal increase in these lines. There is also a change in deductible on the Employment Practices Liability, going from \$2,500 to \$5,000.

Auto: A combination of adverse loss history, a 10% exposure increase, and market rate fluctuation are the drivers of the increase in your auto premium this year. While we are seeing rate increases on all auto renewals, the rates are inflated additionally due to the adverse loss history for the city. The physical damage deductible is also being increased from \$1,000 to \$2,500.

Property & Equipment. Property values went up slightly, about 1% from last year. This exposure increase, along with market fluctuations for property, are the drivers of the increase in this line of coverage.

Cyber: Your cyber coverage renewal is being offered at a flat premium.

Storage Tank Pollution: This line is pending; awaiting renewal application to provide quote. We don't anticipate a major change in coverage or premium.

Due to the anticipated increases from Travelers, we did go the marketplace to ensure that the city is getting the most comprehensive & competitive program available. We did receive a very competitive quote from ICRMT; however, they were offering higher deductibles in most areas, and were not providing any savings from the renewal offer by Travelers & IPRF combined. Due to the large safety grant award offered by IPRF, and other factors noted, we believe that the Travelers / IPRF program is still the best program option.

Loss Summary

Workers' Compensation

Policy Dates	Carrier	Claims Valued	# Claims	# Open Claims	Paid	Reserve	Total Incurred	Pure Loss Rate	Premium	Loss Ratio	Average Claim Cost
1/1/24 - 1/1/25	IPRF	08/12/24	1	0	\$ 45	\$ -	\$ 45	0.00	\$ 258,214	0.0%	\$ 45
1/1/23 - 1/1/24	IPRF	08/12/24	2	0	\$ 12,452	\$ -	\$ 12,452	0.30	\$ 300,999	4.1%	\$ 6,226
1/1/22 - 1/1/23	IPRF	08/12/24	2	0	\$ 2,057	\$ -	\$ 2,057	0.05	\$ 284,484	0.7%	\$ 1,029
1/1/21 - 1/1/22	IPRF	08/12/24	1	0	\$ 1,038	\$ -	\$ 1,038	0.03	\$ 304,032	0.3%	\$ 1,038
1/1/20 - 1/1/21	IPRF	08/12/24	1	0	\$ 78,385	\$ -	\$ 78,385	1.93	\$ 177,058	44.3%	\$ 78,385
TOTAL			7	0	\$ 93,977	\$ -	\$ 93,977	0.45	\$1,324,787	7.1%	\$ 13,425

Automobile

Policy Dates	Carrier	Claims Valued	# Claims	# Open Claims	Paid	Reserve	Total Incurred	Pure Loss Rate	Premium	Loss Ratio	Average Claim Cost
12/31/23 - 12/31/24	Travelers	10/02/24	3	0	\$ 5,056	\$ -	\$ 5,056	#DIV/0!	\$ 18,694	27.0%	\$ 1,685
12/31/22 - 12/31/23	Travelers	10/02/24	4	0	\$ 48,020	\$ -	\$ 48,020	#DIV/0!	\$ 15,309	313.7%	\$ 12,005
12/31/21 - 12/31/22	Travelers	10/02/24	1	1	\$ 52,634	\$ 26,973	\$ 79,607	#DIV/0!	\$ 12,381	643.0%	\$ 79,607
12/31/20 - 12/31/21	Travelers	10/02/24	4	0	\$ 1,919	\$ -	\$ 1,919	#DIV/0!	\$ 11,671	16.4%	\$ 480
12/31/19 - 12/31/20	Trident	08/13/24	3	0	\$ 12,810	\$ -	\$ 12,810	#DIV/0!	\$ 8,023	159.7%	\$ 4,270
TOTAL			15	1	\$120,439	\$ 26,973	\$147,412	#DIV/0!	\$ 66,078	223.1%	\$ 9,827

General Liability

Policy Dates	Carrier	Claims Valued	# Claims	# Open Claims	Paid	Reserve	Total Incurred	Pure Loss Rate	Premium	Loss Ratio	Average Claim Cost
12/31/23 - 12/31/24	Travelers	10/02/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 60,081	0.0%	\$ -
12/31/22 - 12/31/23	Travelers	10/02/24	1	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 41,355	0.0%	\$ -
12/31/21 - 12/31/22	Travelers	10/02/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 36,568	0.0%	\$ -
12/31/20 - 12/31/21	Travelers	10/02/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 39,704	0.0%	\$ -
12/31/19 - 12/31/20	Trident	08/13/24	1	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 62,237	0.0%	\$ -
TOTAL			2	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 239,945	0.0%	\$ -

Property

Policy Dates	Carrier	Claims Valued	# Claims	# Open Claims	Paid	Reserve	Total Incurred	Pure Loss Rate	Premium	Loss Ratio	Average Claim Cost
12/31/23 - 12/31/24	Travelers	10/02/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 44,103	0.0%	\$ -
12/31/22 - 12/31/23	Travelers	10/02/24	1	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 34,569	0.0%	\$ -
12/31/21 - 12/31/22	Travelers	10/02/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	\$ 29,898	0.0%	\$ -
12/31/20 - 12/31/21	Travelers	10/02/24	2	0	\$ 3,195	\$ -	\$ 3,195	#DIV/0!	\$ 29,898	10.7%	\$ 1,598
12/31/19 - 12/31/20	Trident	08/13/24	0	0	\$ -	\$ -	\$ -	#DIV/0!	incl	#VALUE!	\$ -
TOTAL			3	0	\$ 3,195	\$ -	\$ 3,195	#DIV/0!	\$ 138,468	2.3%	\$ 1,065

Marketing Summary

The following is a summary of the markets we approached on your behalf for your insurance renewal:

Carrier	Coverages Submitted	Response or Status
Travelers	Package – Property, Inland Marine, Crime, General Liability, Employee Benefit Liability, Law Enforcement Liability, Public Officials' Liability, Employment Practices' Liability, Automobile, and Umbrella Excess	Quote
ICRMT (Illinois Counties Risk Management Trust)	Package – Property, Inland Marine, Crime, General Liability, Employee Benefit Liability, Law Enforcement Liability, Public Officials' Liability, Employment Practices' Liability, Automobile, and Umbrella Excess	Quote including Work Comp \$369,960 Higher liability deductibles
Liberty	Package – Property, Inland Marine, Crime, General Liability, Employee Benefit Liability, Law Enforcement Liability, Public Officials' Liability, Employment Practices' Liability, Automobile, and Umbrella Excess	Declined – cannot compete on coverage, deductibles and pricing
Trident	Package – Property, Inland Marine, Crime, General Liability, Employee Benefit Liability, Law Enforcement Liability, Public Officials' Liability, Employment Practices' Liability, Automobile, and Umbrella Excess	No quote; not competitive with current program
IPRF (Illinois Public Risk Fund)	Workers' Compensation	Quote
CFC	Cyber	Quote
Cowbell	Cyber	Quote
Chubb	Site Pollution / Storage Tank	Pending

IMPORTANT NOTE: The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal. Copies of the actual policy forms will be provided upon request.

Subjectivities

If an insurance carrier we approached on your behalf indicated that there is additional information required to confirm their quote or to complete their file, it is indicated below as a subjectivity.

Carrier	Subjectivities
Travelers Package	<ul style="list-style-type: none">• Written order to bind• Signed Auto Schedule and Statement of Values
IPRF Workers' Compensation	<ul style="list-style-type: none">• Rescission of intent to withdraw from program on City Letterhead
CFC Cyber	<ul style="list-style-type: none">• Written order to bind• Confirmation the appropriate designee from the city has download and registered the CFC application to receive alerts and targeted threat notifications

Premium Summary

The following is a summary of the insurance carrier premiums quoted and payment plan options. For comparison purposes, we also included your expiring premium adjusted to current payroll and sales totals. The figures used in this calculation are as follows:

Item	Prior Year Values	Current Values	% Increase or Decrease
Payroll	\$4,602,125	\$4,733,965	+2.9%
Property Values	\$26,594,312	\$26,813,395	+0.8%
Power Units	31	34	+9.7%

Coverage Carrier/AM Best Rating Payment Plan	Expiring Premium	Renewal Premium
Workers' Compensation* Illinois Public Risk Fund / Not AM Best Rated 12 Installments: Direct Bill	\$258,214	\$187,004
General Liability, Employee Benefits Travelers / A++, XV Annual Payment: Agency Bill	\$14,685	\$16,967
Law Enforcement Liability Travelers / A++, XV Annual Payment: Agency Bill	\$26,854	\$27,020
Property, Inland Marine, Contractors Equipment Travelers / A++, XV Annual Payment: Agency Bill	\$42,700	\$49,823
Public Entity Management Liability and Public Entity Employment Practices Liability Travelers / A++, XV Annual Payment: Agency Bill	\$18,542	\$20,955
Automobile Liability and Physical Damage Travelers / A++, XV Annual Payment: Agency Bill	\$18,694	\$27,994
Umbrella Liability Travelers / A++, XV Annual Payment: Agency Bill	\$21,726	\$29,344
Crime Travelers / A++, XV Annual Payment: Agency Bill	\$1,403	\$1,403
Cyber CFC (Lloyds of London), Not Rated Annual Payment: Agency Bill	\$8,513	\$8,513
Total	\$411,331	\$369,023
Storage Tank Liability ACE American Insurance Co, A++, XV Annual Payment: Agency Bill	\$1,837	Pending Quote

* Subject to annual audit

Note: Deposit premiums due upon binding

IPRF Safety Grant for 2025 is \$37,528

Commitment Report

This commitment report is our declaration back to you on the status of the mutual commitments we made last year. We believe our execution in meeting these service commitments helps you control your claims, risk exposure and the overall cost of your insurance program. As you review this report, please calculate the value that you believe the achievement of this plan has meant to you and your company.

Item	Comments	Target Date	Fulfilled Date
Kick-Off	Confirm receipt of binders/final proposal, auto ID cards, certificates, and review claims reporting process	Dec 2023	Nov 2023
Policy Delivery	Send copies of policies and complete policy review	Mar 2024	Jan 2024
Renewal Strategy	Complete year-in-review, set renewal strategy, and begin renewal preparation	Aug 2024	Aug 2024
Renewal Presentation	Review renewal pricing, discuss coverage details, explore additional coverage options, and renew annual service plan	Nov 2024	Nov 2024
Claims Reviews	Review status of large open claims	Apr 2024	

Coverages to Consider

In addition to the coverages which have been formally quoted for you in the Premium Summary section, we would also like to call your attention to additional coverages which could help you more completely round out the financial protection of your business interests. These additional coverages include, but are not limited to, the types of insurance described on the following pages.

Please note:

The information contained on the following pages are not intended to represent formal quotations or offers of insurance. At your direction, we will proceed with soliciting a premium quotation for your consideration, and such a quote will be submitted for you under separate cover.

Workplace Violence Insurance

Of the newer exposures facing privately owned companies today, one of the most frightening is workplace violence. In fact, workplace violence is the second leading cause of work-site deaths in the United States. According to the U.S. Department of Justice's annual National Crime Victimization Survey, as many as 2 million violent acts are reported each year in the United States alone. The Workplace Violence Research Institute has estimated that the cost of those incidents exceeds \$36 billion annually. The Bureau of Labor Statistics reported 417 workplace homicides in 2015, accounting for 9% of the total fatal work injuries in the U.S. Workplace violence incidents can devastate a company, destroying its bottom line and threatening its survival. At special risk are companies that deal with the public, exchange money, deliver goods and services, work with unstable or volatile persons, or operate late at night. Workplace Violence Insurance provides coverage for the financial loss associated with incidents of violence in the workplace.

Award winning service and culture



Your Dedicated Service Team

Your service team listed below has the responsibility of executing your service plan.

Broker / Consultant

Responsible for the overall handling of your insurance and risk management needs including program analysis, marketing negotiations, coverage placement and service deliverance.

Bobby Dufkis	Bobby.Dufkis@MarshMMA.com	(847) 463-7132
Miranda Leininger	Miranda.Leininger@MarshMMA.com	(847) 463-7785

Account Manager

Responsible for the day-to-day management of your account; answering coverage questions, negotiating with markets, checking policies and reviewing audits.

Laura Koleno	Laura.Koleno@MarshMMA.com	(847) 463-7843
Chareese Brown (Backup)	Chareese.Brown@MarshMMA.com	(847) 908-8729

Client Service Representative

Responsible for issuing certificates of insurance, updating and maintaining your automobile and equipment schedules and requesting endorsements.

Bart Burek	Bart.Burek@MarshMMA.com	(847) 463-7848
Stephanie Ambrose (Backup)	Stephanie.Ambrose@MarshMMA.com	(847) 463-7190

Claims

Responsible for assisting you in filing claims, enhancing carrier communication and helping facilitate prompt claim payment.

Stephanie Gibbons	Stephanie.Gibbons@MarshMMA.com	(847) 463-7865
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Use the below email address to report claims other than Workers Compensation and Automobile Claims.

Email address:	MWIL.ClaimsBI-Reporting@MarshMMA.com
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Safety Consulting

Responsible for loss prevention in the areas of property, liability, workers compensation and OSHA compliance.

Bobbie Mitchell	Bobbie.Mitchell@MarshMMA.com	(312) 625-5949
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Your Service Plan

This plan is created to assure that we are executing on the commitments we have made together. We believe that if we mutually agree to adhere to this plan, we will be able to reduce your exposures, claims, and thus your costs over time.

Customized Service Plan for: City of Oakbrook Terrace
Annual Period effective: 12/31/2024

Item	Comments	Target Date	Fulfilled Date
Kick-Off	Confirm receipt of binders/final proposal, auto ID cards, certificates, and review claims reporting process	Dec 2024	
Policy Delivery	Send copies of policies and complete policy review	Mar 2025	
Renewal Strategy	Complete year-in-review, set renewal strategy, and begin renewal preparation	Aug 2025	
Renewal Presentation	Review renewal pricing, discuss coverage details, explore additional coverage options, and renew annual service plan	Nov 2025	
Claims Reviews		1	
	Conduct annual claims review	Jun 2025	
Safety Consulting	Available	TBD	
Risk Transfer Services	Available	TBD	

What We Do

We will integrate numerous elements of our comprehensive service platform to help you lower your insurance expenses and maximize your business profits. The following is a summary of the key components of our business insurance platform, and how each adds value to your insurance program.

In addition to the business insurance services we offer, we also provide employee benefits programs, financial services, private insurance management and surety bonding support. We'd be happy to discuss any of these other components of our comprehensive service platform in more detail.



- Risk Assessment
- Market Placement and Alternative Risk
- Account Management
- Claims Consulting
- Safety Consulting
- Risk Transfer Services
- CSR-24 Online Access
- Surety Placement



- Plan Management
- Financial Analytics
- Healthcare Reform Guidance
- Compliance Support
- Employee Communication
- Wellness Strategy
- Multi-faceted Wellness Programs
- Employer-branded Benefits Website



- Retirement Plan Design
- 401(k), ERISA 404(a) and 404(c)
- Fiduciary Fitness
- Full and Open Disclosure
- Enrollment & Education
- Documentation & Compliance
- Executive Benefits
- Company Owned Life and Disability



- Portfolio Review (Home, Auto, Umbrella, etc.)
- Market Placement
- Account Management
- Independent Claims Advocacy
- Private and Business Insurance Overlap
- Life Insurance Analysis
- Life Insurance Placement
- Exclusive High Net Worth Services



- Underwriting Process Guidance
- Pricing Negotiation
- Cash Flow Underwriting
- Ongoing Reduction of Collateral Requirements
- Free, Web-based Client Interface
- Defined Lines of Credit
- 24-hour Response Time
- Renewal Bonds Issued Pre-anniversary

AssuranceEXP

Each year, our team services and counsels thousands of clients on business strategies for minimizing risk and maximizing health. We work hard to bring value to each and every client interaction. Our client portal is an exciting extension of this effort.

Whether using your desktop at the office or your phone on the train, this portal provides you a web-based, seamless experience across all our departments and services. Basically, we provide you with a one-stop centralized resource offering real-time access to your information.

With our client portal you can:

- View your policy list
- Download documents
- Make online payments
- Prepare for renewal
- Issue certificates of insurance
- Request policy changes
- View service team contacts
- Access third-party vendors
- Complete electronic forms
- Access additional resources



Renewal Preparation features include the ability to:

- Complete insurance forms and schedules online
- Enter data once and have it mapped between forms
- Assign forms to specific members of your team
- Securely upload and download documents
- Sign all forms electronically

www.AssuranceEXP.com

No more rummaging through emails. Now, you have a single platform to access your insurance program information across four disciplines – Business Insurance, Employee Benefits, Financial Services and/or Surety – saving you time and creating more efficiencies. This online experience simply adds a new feature to the management of your account. As always, our representatives are available to respond to all your insurance needs.

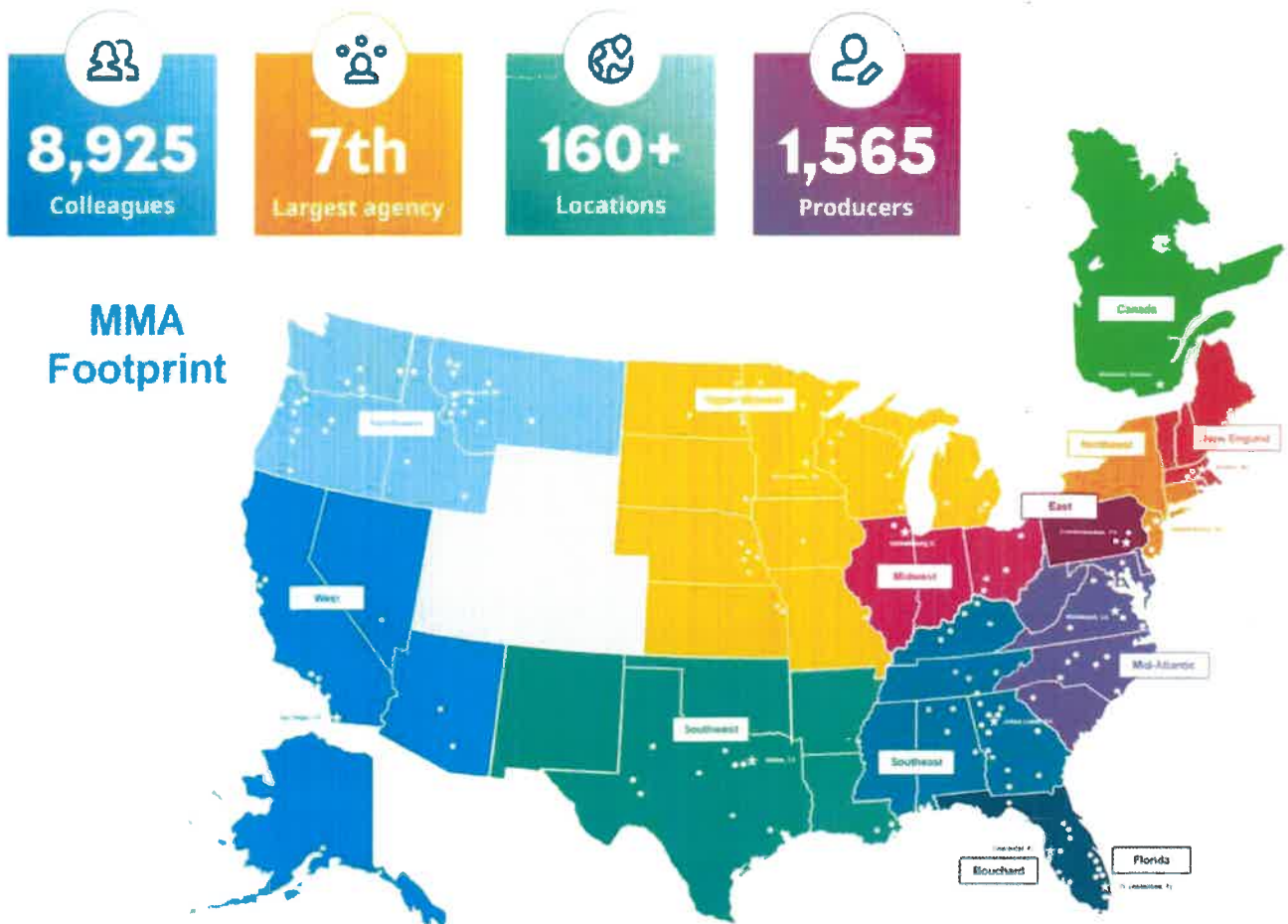
A woman with dark hair, wearing a brown leather jacket over a dark turtleneck, is smiling and looking towards the camera. She is in a workshop or studio setting, with a man in a grey shirt visible in the background. The lighting is warm and focused on the woman. The text "Recommended by businesses everywhere" is overlaid in the top left corner.

**Recommended
by businesses
everywhere**

About Marsh McLennan Agency

Marsh McLennan Agency (MMA), provides business insurance, employee health & benefits, retirement, and private client insurance solutions to organizations and individuals seeking limitless possibilities. With nearly 9,000 colleagues and 160 offices across the United States and Canada, MMA combines the personalized service model of a local consultant with the global resources and expertise of the world's leading professional services firm, Marsh McLennan (NYSE: MMC). MMA generates more than \$2 billion in annualized revenue, making it one of the largest brokerage operations in North America.

MMA was founded in 2008 and is built from best-in-class companies in your community with consulting expertise covering Employee Health and Benefits plans, Business Insurance, and Retirement plans. Each local MMA office retains their unique community value, service, and team, while accessing the vast resources and client tools that Marsh McLennan Companies offer. Additionally, each local team collaborates with other regions to share best practices and innovative products. The synergy of the teams and their core resources are a unique and extraordinary advantage that our clients have in working with MMA.



MMA is a wholly owned subsidiary of Marsh, serving the risk prevention and insurance needs of middle market companies in the United States. MMA has access to broad resources and solutions across all of its sister companies under the Marsh McLennan (MMC) banner. Although we are not integrating the businesses with Marsh, we are able to leverage the value of our respective capabilities and intellectual capital in those instances where there is a compelling case for collaboration between MMA and Marsh.

Mid-size companies need a partner they can trust and that can provide additional tools for opportunity and growth. We strive every day to service those needs. We successfully bridge the gap between what the “big firms” offer and the advice, solutions, and programs that smaller businesses require.

Through the strength of our management team, our geographic presence and our world class services, MMA provides public and private organizations with risk management and employee benefit support that helps them flourish. We are proud to provide our clients with best-in-class services that meet their growing needs.

Strength, stability and unmatched possibilities



Public Entity and Education

WE KNOW PUBLIC ENTITIES & EDUCATIONAL INSTITUTIONS...upside down, inside out and all areas in between. We're members of several industry associations and can demonstrate how we minimize risk and maximize health for city governments and institutions of higher learning.



Knowledge and Expertise

- 98% of our clients would recommend us
- 97% client retention the last 10 years
- 10+ blog articles providing business insights and expert insurance advice
- Webinars and seminars, including crisis leadership seminars specific to your industry
- \$1 Billion in value annually for our clients is Assurance's long-term vision

Solutions



In addition to these services, Assurance also provides:

- Relationships with national and regional insurance companies which enable us to deliver a broad platform of options for your insurance needs
- In-house Complex Claims Counsel and a dedicated claims department that represent your interests and negotiate with carriers on your behalf to reduce claim costs
- Risk Management Department that integrates safety, risk transfer and claims into one cohesive unit with the goal of creating value for clients 3x the revenue received
- Risk Management Center which is a web-based client safety/risk management platform giving clients the ability to globally manage their risk programs through a comprehensive library of sample loss control documents, customizable safety and training programs, human resource management tools and a flexible electronic injury filing structure
- One of the top compliance experts and timely legislative updates

Public Entity and Education, continued

Client Resources

Assurance Blog

Assurance offers targeted, expert advice through our Public Entity & Education Blog. This gives clients a competitive advantage for minimizing risk and lowering insurance premiums. Each month, we provide industry-specific and business insight pieces designed to control and decrease loss costs, as well as educate on everything from coverage options and Return to Work programs to the Affordable Care Act and other benefits news.



Assurance Library

While some brokerages say they concentrate on public entities & education, not many have the service platform or resource depth that Assurance does. In fact, we have an online library of materials from white papers to flyers to infographics and more. And you guessed it...all specific to your industry.

Assurance University

Assurance University is a webinar and seminar program that provides various HR-focused continuing education credits. We host over 40 events a year on popular topics, such as Workers' Compensation, Directors & Officers Liability, ACA, risk transfer and more. Clients attend free and get access to every recording.



Associations/Affiliations

Assurance prides itself on being knowledgeable about issues pertinent to municipalities and educational institutions. As such, we're active members of numerous organizations. To name just a few:

- Will County Governmental League
- Southwest Conference of Mayors
- Lake County Municipal League
- South Suburban Mayors & Managers

Don't Just Take Our Word for It...

"Assurance has a true understanding of the financial challenges that municipalities face today. They are extremely creative with assisting us in controlling our costs throughout the year."

-Jerry Bennett, Mayor, City of Palos Hills

"While insurance coverage may not be one of the more glamorous items we deal with, it certainly is something that is vital to the health and well-being of our university. A university's exposures are unique, and it's important that you have a broker that understands the issues that face higher education. We have found that with Assurance."

-David Pickering, Director of Business and Human Resources, Olivet Nazarene University

Proven measurable results



Insurance Compensation and Disclosure Statements

Proposal Disclaimer

The coverages represented in this proposal are summaries of important elements of the actual insurance programs and coverages being procured. The policies, as issued by the carriers, will contain complete details of the coverage, and therefore, supersede this proposal. At your request, copies of all policies being presented herein are available for review prior to purchasing these coverages. The proposal is based on limits of insurance and exposure bases that were provided to us by you.

Subject to Audit

The premium for certain coverages is subject to audit and adjustment at the close of each audit period. Please note the classification codes and exposure basis included in the proposal were provided by you and have not been checked for accuracy by us or by the insurance carrier(s) providing the quotation(s). The estimated premiums charged for this policy are calculated using your information, and according to the carrier's manual, rules, classifications, rate filings and rate plans. All premiums are subject to verification and re-rating based upon audits of both classifications and exposures and are subject to minimum premiums as stated on the policy. Failure to comply with audit verification could result in an Audit Noncompliance Charge.

Notice of Sources of Income

Marsh & McLennan Agency LLC ("MMA") prides itself on being an industry leader in the area of transparency and compensation disclosure. We believe you should understand how we are paid for the services we are providing to you. We are committed to compensation transparency and to disclosing to you information that will assist you in evaluating potential conflicts of interest.

As a professional insurance producer, MMA and its subsidiaries facilitate the placement of insurance coverage on behalf of our clients. As an independent insurance agent, MMA may have authority to obligate an insurance company on behalf of our clients and as a result, we may be required to act within the scope of the authority granted to us under our contract with the insurer. In accordance with industry custom, we are compensated either through commissions that are calculated as a percentage of the insurance premiums charged by insurers, or fees agreed to with our clients.

MMA engages with clients on behalf of itself and in some cases as agent on behalf of its non-US affiliates with respect to the services we may provide. For a list of our non-US affiliates, please visit: <https://mma.marshmma.com/non-us-affiliates>. In those instances, MMA will bill and collect on behalf of the non-US Affiliates amounts payable to them for placements made by them on your behalf and remit to them any such amounts collected on their behalf;

MMA receives compensation through one or a combination of the following methods:

- **Retail Commissions** – A retail commission is paid to MMA by the insurer (or wholesale broker) as a percentage of the premium charged to the insured for the policy. The amount of commission may vary depending on several factors, including the type of insurance product sold and the insurer selected by the client. If MMA places business through an affiliated wholesale broker or managing general agent, MMA will advise the client of this at or prior to placement.

- **Client Fees** – Some clients may negotiate a fee for MMA's services in lieu of, or in addition to, retail commissions paid by insurance companies. Fee agreements are in writing, typically pursuant to a Client Service Agreement, which sets forth the services to be provided by MMA, the compensation to be paid to MMA, and the terms of MMA's engagement. The fee may be collected in whole, or in part, through the crediting of retail commissions collected by MMA for the client's placements.
- **Contingent Commissions** – Many insurers agree to pay contingent commissions to insurance producers who meet set goals for all or some of the policies the insurance producers place with the insurer during the current year. The set goals may include volume, profitability, retention and/or growth thresholds. Because the amount of contingent commission earned may vary depending on factors relating to an entire book of business over the course of a year, the amount of contingent commission attributable to any given policy typically will not be known at the time of placement.
- **Supplemental Commissions** – Certain insurers and wholesalers agree to pay supplemental commissions, which are based on an insurance producer's performance during the prior year. Supplemental commissions are paid as a percentage of premium that is set at the beginning of the calendar year. This percentage remains fixed for all eligible policies written by the insurer during the ensuing year. Unlike contingent commissions, the amount of supplemental commission is known at the time of insurance placement. Like contingent commissions, they may be based on volume, profitability, retention and/or growth.
- **Wholesale Broking Commissions** – Sometimes MMA acts as a wholesale insurance broker. In these placements, MMA is engaged by a retail agent that has the direct relationship with the insured. As the wholesaler, MMA may have specialized expertise, access to surplus lines markets, or access to specialized insurance facilities that the retail agent does not have. In these transactions, the insurer typically pays a commission that is divided between the retail and wholesale broker pursuant to arrangements made between them.
- **Medallion Program and Sponsorships** – Pursuant to MMA's Medallion Program, participating carriers sponsor educational programs, MMA events and other initiatives. Depending on their sponsorship levels, participating carriers are invited to attend meetings and events with MMA executives, have the opportunity to provide education and training to MMA colleagues and receive data reports from MMA. Insurers may also sponsor other national and regional programs and events.
- **Other Compensation & Sponsorships** – From time to time, MMA may be compensated by insurers for providing administrative services on behalf of those insurers. Such amounts are typically calculated as a percentage of premium or are based on the number of insureds. Additionally, insurers may sponsor MMA training programs and events. MMA may also have arrangements with vendors who compensate MMA for referring clients for vendor services.

MMA's aggregate liability arising out of or relating to any services on your account shall not exceed ten million dollars (\$10,000,000), and in no event shall we be liable for any indirect, special, incidental, consequential or punitive damages or for any lost profits or other economic loss arising out of or relating to such services. In addition, you agree to waive your right to a jury trial in any action or legal proceeding arising out of or relating to such services. The foregoing limitation of liability and jury waiver shall apply to the fullest extent permitted by law

We will be pleased to provide you additional information about our compensation and information about alternative quotes upon your request. For more detailed information about the forms of compensation we receive please refer to our Marsh & McLennan Agency Compensation Guide at <https://www.marshmma.com/us/compensation-guide.html>.

A.M. Best Financial Strength Ratings

A.M. Best's Financial Strength Ratings have been provided in the Premium Summary for each insurance company proposed. Company ratings and insurer profiles are also available on Best's corporate Web site free of charge at www.ambest.com.

Best's Financial Strength Ratings provide an opinion of an insurer's financial strength and ability to meet ongoing obligations to policyholders. The analytical process incorporates a host of quantitative and qualitative measures, including comparisons to peers and industry standards as well as assessments of an insurer's operating plans, philosophy and management. A complete list of Best's Rating Methodologies is available and continually fine-tuned to reflect ever-changing industry, regulatory and legal developments, as well as changes in underlying business fundamentals.

A.M. Best's Financial Strength Ratings:

Rating	Rating Category	Rating	Rating Category
A++, A+	Superior	C, C-	Weak
A, A-	Excellent	D	Poor
B++, B+	Good	E	Under Supervision
B, B-	Fair	F	In Liquidation
C++, C+	Marginal	S	Rating Suspended

A.M. Best's Financial Size Categories (FSC):

FSC	Policyholders' Surplus	FSC	Policyholders' Surplus
I	Less than 1	IX	250 to 500
II	1 to 2	X	500 to 750
III	2 to 5	XI	750 to 1,000
IV	5 to 10	XII	1,000 to 1,250
V	10 to 25	XIII	1,250 to 1,500
VI	25 to 50	XIV	1,500 to 2,000
VII	50 to 100	XV	2,000 or greater
VIII	100 to 250		

Note: Ranges are in millions of dollars

A.M. Best's Not Rated Categories:

This designation is assigned to companies that are not rated by A.M. Best.

Credit Policy

Marsh McLennan Agency (MMA) strives to offer the highest quality of service at the most competitive price possible. Accordingly, we have the following credit policy in place to assure that your coverage is not interrupted during the policy term.

- All premiums are due on the invoice date or effective date of the insurance, whichever is later. Always submit the remittance copy with your payment.
- If installment payments are available and provided under insurance policy terms, you will receive an invoice for each installment. Installments are due on the effective date of the invoice. MMA does not finance annual or installment premiums. However, should you wish to finance your premium, we can place your financing with an approved insurance premium finance company.
- For direct bill policies: Notices you receive from your insurer regarding past due premiums or cancellations due to non-payment of premium shall be considered notice from MMA. Because your coverage is written on a direct bill basis, your bill and any notices regarding payment will come directly from the insurer. MMA will not provide a separate notice that premium is past due or notice that there may be a potential lapse of coverage due to non-payment of premium.

Your Service Team may maintain on-line access to all your coverage, premium and accounting detail and may be able to answer most billing questions. Otherwise, you will need to work directly with your insurance carrier for billing inquiries and questions. Any other questions will be referred directly to our accounting department for immediate response. We thank you for your support and business.

Notice of Insurance Company Rating

The proposal being presented to you contains one or more coverages which are being underwritten by an insurer without an A.M. Best rating or with a current A.M. Best rating of less than "A-" and/or financial size "VIII".

An A.M. Best Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. It is based on a comprehensive quantitative and qualitative evaluation of a company's balance sheet strength, operating performance and business profile.

The coverage(s) and insurer(s) to which this applies are listed below:

Policy Effective Dates	Coverage	Insurance Company	A.M. Best Rating	Date of A.M. Best Rating
12/31/2024 – 12/31/2025	Cyber	CFC – Underwriters at Lloyd's of London	Not AM Best Rated	N/A
1/1/2025 – 1/1/2026	Workers' Compensation	Illinois Public Risk Fund (IPRF)	Not AM Best Rated	IPRF provides Demotech Financial Reporting to each of their members annually at renewal.

These insurers, when compared to insurers which are more highly rated by A.M. Best, pose a potentially greater risk of insolvency and other adverse financial conditions that could negatively affect the insurance coverages provided by these insurers. At your request, we will provide you with a copy of the most current A.M. Best report regarding the foregoing insurers.

Our agency will bind coverage with the foregoing insurers only if, by signing and returning this form to us, you hereby confirm that you are requesting us to obtain insurance with the foregoing insurers despite your understanding of the potentially greater risk posed by placing your coverages with these insurers, and further that you agree to indemnify and hold harmless Marsh & McLennan Agency LLC, its affiliates, and their respective directors, officers, employees, representatives and agents from any and all claims, demands, causes of action, damages, costs and expenses (including reasonable attorneys' fees) arising from or related to your decision to place your coverage with the foregoing insurers.

City of Oakbrook Terrace

Name of Company

Signature

Name / Title

Date

Notice of Surplus Line Insurance Company

The proposal being presented to you contains one or more coverages which are being underwritten by an insurer which is Non-Admitted in your state but is a Surplus Lines carrier.

In the United States, states have the authority to regulate insurance companies and have controlled insurance mainly through their licensing powers. The license is a document that indicates an insurer has met the minimum requirements established by state statute and is authorized to engage in the lines of business for which it has applied. A surplus lines insurer is a company that underwrites risks for which insurance coverage generally is not available through a company licensed in the insured's state (an admitted insurer). This business, therefore, is placed with a non-admitted insurer. A non-admitted insurer is not licensed in the state but allowed to operate in accordance with excess or surplus lines provisions of state insurance laws.

The importance of a company being licensed in a particular state also determines the protection afforded a policyholder by the state's Insurance Guaranty Fund laws and regulations regarding non-renewals and premium increases that generally apply only to licensed insurers. The Guaranty Fund may provide additional financial protections in the event a licensed/admitted carrier becomes bankrupt.

While being a non-admitted carrier does not reflect any negative financial position, we are required to make you aware of this situation before coverage is purchased. In many instances, these insurers are highly rated by the A.M. Best Company. The coverage(s) and insurer(s) to which this applies are listed below:

Policy Effective Dates	Coverage	Insurance Company	AM Best Rating
12/31/2024	Cyber	CFC Program – Underwriters at Lloyds of London	Not Rated
1/1/2025	Workers' Compensation	IPRF (Illinois Public Risk Fund)	Not AM Best Rated – Insurance Pool IPRF provides copies of Demotech financial report to each of their members annually.

Notice of Minimum Earned Premium

The proposal being presented to you contains one or more coverages which contain a minimum earned premium provision. Once coverage is bound, the minimum earned premium is the amount of premium actually earned (and therefore not refundable) by the insurance company even if the policy is immediately canceled by the named insured.

The coverage(s) and insurer(s) to which this applies are listed below:

Policy Effective Date	Coverage	Insurance Company	Minimum Earned Premium
12/31/2024	Package	Travelers	Total policy minimum earned premium is \$5,000
12/31/2024	Cyber	CFC	All taxes and fees fully earned at inception. No flat cancellations
1/1/2025	Workers Compensation	IPRF	90-day notice of intent to withdraw from the program must be provided. Failure to do so may result in premium and other penalties. Full premium is 100% earned at policy inception.

Claims-Made Coverage Form Explanation

On a claims-made coverage form, the policy that will respond to a liability claim will be the policy that is in force at the time the claim is made, not the policy in force at the time of the occurrence of the claim. In other words, the claims-made coverage applies to claims which were made during the policy period, regardless of when the injury or damage occurred (subject to the retroactive date).

In general, a claim is deemed to be made when a “wrongful act” is alleged against an insured. Some carriers require that for coverage to apply a demand for damages accompany the allegations. Different carriers take slightly varying approaches on the claims made concept and you should review your policy carefully for an explanation of this coverage.

The claims-made policy covers claims against you for occurrences that took place back to the **retroactive date** shown in the policy. Occurrences that took place before the retroactive date are not covered. Ideally, the retroactive date should reflect the date when the claims-made coverage first began, and the same retroactive date should be continued on a claims-made renewal to avoid gaps in coverage. *(For example, if a claims-made policy effective 1/1/2010 to 1/1/2011 has a retroactive date of 1/1/2009, then a claim made on 5/3/2010 for an injury that occurred on 4/1/2009, would apply to this policy. If the claim made on 5/3/2010 was for an occurrence on 4/1/2008, the claim would not be covered by this policy).*

If any of the following situations occur under a claims-made policy, then it is recommended that an **extended reporting period** or **tail coverage** be purchased:

- Coverage is cancelled or not renewed
- Coverage is renewed or replaced with coverage that has a later retroactive date
- Coverage is renewed or replaced with an occurrence policy

An extended reporting period extends the period for reporting claims. Claims received during any extended reporting period are treated as if they were made on the last day of the policy period. Note that the purchase of tail coverage does not increase or renew the limits of liability.

Claims-Made Coverage Form Explanation, continued

Renewing a Claims Made Policy

The issues involved in moving from claims-made policies to occurrence policies and vice versa should be understood before making any change as well as at each renewal. There are three basic scenarios to consider:

Occurrence form to Claims-made form:

This is the easiest of the scenarios to review as this situation does not create a coverage gap. Any claims made after the change from occurrence to claims-made forms for injuries or damage that occurred while the occurrence insurance was in place will be insured by that occurrence policy. It is important to review the following two scenarios when making this change, so you are prepared to address the issues at renewal time.

Claims Made to Claims Made:

As long as the retroactive date on **all** subsequent claims-made policies remains the same as the date that claims-made coverage was first purchased, a coverage gap is not created. For example, if claims-made coverage is first purchased on 3/1/2010, then the first claims-made policy and each claims-made policy after that should all have the same retroactive date of 3/1/2010. The retroactive date should **not** be advanced with each policy year.

Sometimes an insurance carrier will not agree to provide this retroactive date and will only offer a retroactive date that is later. Or, due to pricing considerations or other issues, an insured may choose to purchase a policy with a later retroactive date. Both scenarios create a gap in coverage. In these cases, an extended reporting period (often called tail coverage) should be purchased for the period up to the new retroactive date in order to avoid or minimize the possibility of an uninsured claim.

Claims Made Form to Occurrence Form:

When making a conversion from a claims-made form to an occurrence form, a coverage gap is created if an extended reporting period is not purchased. The extended reporting period should be purchased to cover those claims that occurred before the change to an occurrence form but had not yet triggered a claim under the expiring claims-made form. The extended reporting provision would allow for those claims to be reported under the expiring claims-made form for the length of time purchased.

Non-Renewing or Canceling a Claims-Made policy

It is important that you immediately do the following:

- Ensure all potentially compensable events or incidents are reported
- Ensure all known claims are reported

Most policies (but not all policies – refer to the policy language) include an automatic extended reporting period of 30 or 60 days (this does not apply if policy is cancelled for non-payment of premium or if coverage has been replaced). The Extended Reporting Period starts with the end of the policy period, during which claims arising out of occurrences which take place on or after the retroactive date but before the end of the policy period may be first made. If you wish to further extend the reporting period, tail coverage must be purchased.

Notice of Change in Coverage

Change in Self-Insured Retention / Deductible

The proposal being presented to you contains a change to the Self-Insured Retention (SIR) or Deductible from that of the expiring policy. This change impacts the amount for which you are responsible should a loss occur.

Coverage	Expiring Deductible	Renewal Deductible
Employment Practices Liability	\$2,500	\$5,000
Automobile Physical Damage (Comp & Collision)	\$1,000	\$2,500

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Workers' Compensation Coverage

Insurance Company: Illinois Public Risk Fund
Policy Period: 1/1/2025 to 1/1/2026

Named Insureds:

Coverages and Limits:

Coverage A: Workers' Compensation – Statutory Limits
State(s) Covered: IL

Coverage B: Employers Liability

- Bodily Injury by Accident: \$3,000,000 Each Accident
- Bodily Injury by Disease: \$3,000,000 Policy Limit
- Bodily Injury by Disease: \$3,000,000 Each Employee

Endorsements:

- Broad Form All States
- Voluntary Compensation
- Longshoremen's and Harbor Workers' Compensation
- Maritime Coverage
- Federal Employers Liability Act Coverage
- Foreign Voluntary Compensation

Guaranteed Cost Plan – Payroll Estimated and Premium Development

State	Code	Classification	Gross Payroll	Rate per \$100 Payroll	Premium
IL	5506	Street Maintenance	\$330,140	15.572	\$51,409
IL	7520	Waterworks	\$259,120	4.931	\$12,777
IL	7720	Policeman	\$2,673,136	3.777	\$100,964
IL	8810	Clerical	\$1,208,086	0.192	\$2,320
IL	9102	Parks NOC	0	6.146	0
IL	9402	Street Cleaning	\$22,877	8.758	\$2,004
IL	9410	Municipal Employees	\$240,606	5.022	\$12,083
Manual Premium					\$181,557
IPRF Administration Fee					\$5,447
Total Estimated Annual Premium (Subject to Audit)					\$187,004

2025 IPRF Safety Grant \$37,528

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Property Coverage

Insurance Company: Travelers
Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Form: Special

Locations, Coverages and Limits:

LOC/BLDG	DESCRIPTION	ADDRESS
1/1	POLICE STATION	17W261 BUTTERFIELD RD. OAKBROOK TERRACE, IL 60181
2/2	GAZEBO	KREML PARK MACARTHUR DRIVE & EISENH. OAKBROOK TERRACE, IL 60181
2/3	PARK LIGHTS	KREML PARK MACARTHUR DRIVE & EISENH. OAKBROOK TERRACE, IL 60181
2/4	WALKING BRIDGE	KREML PARK MACARTHUR DRIVE & EISENH. OAKBROOK TERRACE, IL 60181
2/5	FOUNTAIN	KREML PARK MACARTHUR DRIVE & EISENH. OAKBROOK TERRACE, IL 60181
3/6	PRESSURE ADJUSTING STATION	BUTTERFIELD RD & TRANSAM. OAKBROOK TERRACE, IL 60181
4/7	CITY HALL	17W275 BUTTERFIELD RD. OAKBROOK TERRACE, IL 60181
4/8	WATER MAINTENANCE FACILITY	17W150 BUTTERFIELD RD. OAKBROOK TERRACE, IL 60181
4/9	WATER TOWER	17W150 BUTTERFIELD RD. OAKBROOK TERRACE, IL 60181
4/10	PUBLIC SERVICES FACILITY	17W150 BUTTERFIELD RD. OAKBROOK TERRACE, IL 60181

Coverage – Blanket	Limit
Building and Business Personal Property: Coinsurance: 100% Agreed Value Applies	\$26,813,395

Coverage Information:

Coverage	Limit
<ul style="list-style-type: none">Business Income: Coinsurance 100%,Electronic Data Processing Equipment: Coinsurance n/aElectronic Data Processing – Data and Media: Coinsurance n/a	<div>\$1,000,000</div> <div>\$250,000</div> <div>\$250,000</div>
<ul style="list-style-type: none">Business Income and Extra Expense:Extended Business Income:Ordinary Payroll:	<div>Special / 72 Hours</div> <div>30 Days</div> <div>Included</div>

*Included means included in applicable Covered Property Limit of Insurance.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Property Coverage continued

Cause of Loss – EARTHQUAKE – Aggregate in any one policy year, for all losses covered under the Cause of Loss – Earthquake endorsement, commencing with the inception date of this policy

Description	Building Numbered	Aggregate Limits of Insurance
Applies at the following Buildings	01-10	\$1,000,000
Deductible other than Business Income: \$50,000		
Business Income Deductible: 72 Hours		

If more than one Annual Aggregate Limit applies in any one occurrence, the most we will pay is the highest involved Annual Aggregate Limit. The most we will pay during each annual period is the highest of the Annual Aggregate Limits shown.

Cause of Loss – FLOOD – Broad Form Flood – Aggregate in any one policy year, for all losses covered under the Cause of Loss – Broad Form Flood endorsement, commencing with the inception date of this policy

Description	Building Numbered	Aggregate Limits of Insurance
Applies at the following Buildings	01, 07-10	\$1,000,000
Deductible other than Business Income: \$50,000		
Business Income Deductible: 72 Hours		

If more than one Annual Aggregate Limit applies in any one occurrence, the most we will pay is the highest involved Annual Aggregate Limit. The most we will pay during each annual period is the highest of the Annual Aggregate Limits shown.

EXCESS OF LOSS LIMITATION APPLIES – See Cause of Loss – Broad Form Flood Endorsement

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Property Coverage continued

Cause of Loss – Equipment Breakdown – The insurance provided for loss or damage caused by or resulting from Equipment Breakdown is included in, and does not increase the Covered Property, Business Income, Extra Expense, and/or other coverage Limits of Insurance that otherwise apply under this Coverage Part

Coverage	Limits of Insurance
<ul style="list-style-type: none"> Spoilage Expediting Expenses: Ammonia Contamination: Hazardous Substance: 	\$250,000 \$250,000 \$250,000 \$250,000

Public Sector Services Additional Coverage Endorsements:

Description - Public Entity Property Extension (endorsement CP T4 02):	Limit of Insurance
Fire Department Service Charge – Increased Limit	\$25,000
Reward Coverage – Increased Limit	\$10,000
Ordinance or Law	\$100,000
Newly Acquired or Constructed Property – Increased Limit and Extended Coverage Period:	
- Buildings:	\$1,000,000
Your Business Personal Property, Personal Property of Others,	
- Electronic Data Processing Data and Media:	\$500,000
- Extended Coverage Period:	180 Days
Personal Effects	\$50,000
Personal Property of Others	\$25,000
Valuable Papers and Records – Cost of Research – Increased Limit	\$100,000
Property Off-Premises – Extended Coverage and Increased Limits:	
- At any Fair, Trade Show or "Exhibition":	\$50,000
- At any installation premises or temporary storage:	\$10,000
- At any other premises:	\$50,000
Outdoor Property - \$2,500 any one item	\$50,000
Claim Data Expense – Increased Limit	\$10,000
Accounts Receivable – Increased Limit	\$100,000
Covered Property in Transit – Increased Limit	\$50,000
Fine Arts	\$50,000
Money and Securities:	
- Inside Premises:	\$10,000
- Outside Premises:	\$5,000
Utility Services - Direct Damage	\$50,000
Spoilage – Direct Damage	\$10,000
Confiscated Property:	\$100,000
Sewer or Drain Back-Up Extension	\$50,000

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Property Coverage continued

Deductibles

Coverage Description	Deductible
Earthquake 01. In any one occurrence, at the following Buildings numbered: 01-10 With respect to Business Income Coverage a 72-hour deductible applies	\$50,000 per occurrence
Flood 01. In any one occurrence, at the following Buildings numbered: 01, 07-10 With respect to Business Income Coverage a 72-hour deductible applies	\$50,000 per occurrence
Business Income and Extra Expense As respects Business Income Coverage, for which no other deductible is stated above or in the coverage description, a 72 hour deductible applies	72 hours
ANY OTHER COVERED LOSS	\$5,000 in any one occurrence

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Inland Marine Coverage

Insurance Company: Travelers

Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Coverages and Limits:

Description	Limit of Insurance
Scheduled Equipment <ul style="list-style-type: none">As shown on the most current schedule on file with Travelers. The amount shown on the schedule for each item of equipment is the limit of insurance applying to that item	\$442,233

Flood and Earthquake Exclusions Apply

Description	Limit of Insurance
Deductible <ul style="list-style-type: none">Deductible applying to all covered loss or damage unless a more specific deductible for the covered loss is shown elsewhere.	\$1,000
Valuation <ul style="list-style-type: none">Scheduled and Unscheduled OWNED Equipment	Actual Cash Value
Co-Insurance <ul style="list-style-type: none">Applies to Scheduled Items	80%

Coverage Extensions	Limits of Insurance
Fire Protective Systems:	\$75,000
Newly Acquired Property:	\$25,000
Preservation of Property Expense:	\$5,000
Valuable Papers and Records:	\$50,000

Additional Coverages	Limits of Insurance
Claim Data Expense:	\$5,000
Debris Removal Increased Limit:	\$75,000
Fire or Police Department Service Charge:	\$25,000
Pollutant Cleanup And Removal:	\$25,000
Reward Coverage:	\$2,500

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Contractors Equipment Coverage

Insurance Company: Travelers

Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Form: Contractors Equipment Coverage Form – non-reporting

Coverages and Limits:

Travelers must be notified when renting items over \$100,000 in value

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

Description	Limit of Insurance
Scheduled Equipment <ul style="list-style-type: none">• As shown on the most current schedule on file with Travelers. The amount shown on the schedule for each item of equipment is the limit of insurance applying to that item	\$1,238,100
Unscheduled Owned Equipment <ul style="list-style-type: none">- Limit of insurance for all unscheduled item of equipment:- Limit of insurance for any one unscheduled owned item of equipment:	\$85,000 \$ 5,000
Unscheduled Equipment Owned by Others <ul style="list-style-type: none">- Limit of insurance for any one unscheduled item of equipment leased, rented, or borrowed from others:	\$50,000
Total limit of insurance for all items of Equipment in any one Occurrence:	\$1,373,100

Description	Limit of Insurance
Deductible <ul style="list-style-type: none">• Deductible applying to all covered loss or damage unless a more specific deductible for the covered loss is shown elsewhere.	\$1,000
Valuation <ul style="list-style-type: none">• Scheduled and Unscheduled OWNED Equipment	Actual Cash Value
Co-Insurance <ul style="list-style-type: none">• Applies to Scheduled Items	80%

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Contractors Equipment Coverage continued

Coverage extensions, terms and conditions

Description	Limit
Business Personal Property in Job Trailers	\$10,000
Document and Data Restoration Costs	\$50,000
Fire Protective Systems	\$75,000
Hauling Property of Others	\$100,000
Newly Acquired Equipment – Per Item	\$250,000
Rental Costs:	
• Any one item	\$5,000
• Any one occurrence	\$25,000
Upgrades to Covered Property	\$25,000
Claim Data Expenses	\$5,000
Continuing Rental Payments	
• Any one item	\$5,000
• Any one occurrence	\$25,000
Contract Penalty	\$25,000
Debris Removal Increased Limit	\$75,000
Employee Tools, Equipment and Clothing	
• Any one item	\$1,000
• Any one employee	\$2,500
• Any one occurrence	\$5,000
Errors or Unintentional Omissions	\$100,000
Expediting Expenses	\$25,000
Expendable Supplies	\$10,000
Fire or Police Department Service Charge	\$25,000
Lost Warranty or Service Contract	\$10,000
Pollutant Clean Up and Removal	\$25,000
Preservation of Property Expense	\$50,000
Reward Coverage	\$2,500
Tracking System Deductible Waiver Amount	\$10,000

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Coinsurance Illustration

Coinsurance is a way carriers encourage insureds to maintain insurance limits at full property value. Coinsurance clauses are generally written requiring the insurance to be maintained at 80 or 90 percent of the value of the property. In the event that the limits are less than the coinsurance percentage identified in the policy, partial losses (or losses less than a total loss) will be settled with an apportionment of the claim transferred back to the property owner; thus, the insured will bear a part of the loss. As most property losses are partial versus total losses, the coinsurance provision of policies is often reviewed as a part of a claim.

The formula used to determine the coinsurance penalty is:

$$\left(\frac{\text{Amount of insurance purchased}}{\text{Amount of insurance required}} \times \text{Amount of loss} \right) - \text{Deductible} = \text{Amount of Paid Loss}$$

The following example illustrates how a 90% coinsurance provision affects a loss payment using the above formula:

- Insurable value of property: \$1,000,000
- Amount of insurance purchased: \$600,000
- Amount of insurance required: \$900,000 (\$1,000,000 x 90%)
- Amount of incurred loss: \$100,000
- Property deductible: \$1,000

$$\left(\frac{\$600,000}{\$900,000} \times \$100,000 \right) - \$1,000 = \text{Amount of Paid Loss}$$

$$(.6667 \times \$100,000) - \$1,000 = \$65,670$$

Even before the deductible is applied, the carrier will pay only \$66,670 of the loss, leaving \$33,330 to be paid by the insured.

How an Agreed Value endorsement affects the coinsurance requirement:

The agreed value endorsement suspends the coinsurance penalty. The insurer and the insured must first agree on the amount of insurance on the property for the agreed value endorsement to apply. If the agreed limit is not maintained, coverage may revert to a coinsurance basis with either replacement cost or actual cash value valuation applying.

Replacement Cost Valuation:

Replacement cost is the value of the damaged or destroyed property without any deduction for depreciation.

Actual Cash Value Valuation:

Actual cash value is the value of the damaged or destroyed property less the depreciation of the damaged property.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Automobile Coverage

Insurance Company: Travelers

Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Coverages and Limits:

You have requested the limits below. Higher limits may be available upon request.

Coverages	Symbol	Limits	
Liability	1	\$1,000,000	Combined Single Limit
Medical Payments	2	\$5,000	Limit
Uninsured Motorists	13	\$1,000,000	Each Accident
Underinsured Motorists	13	\$1,000,000	Each Accident
Uninsured Motorist Property Damage		Rejected	
Number of Autos, excluding trailers	31		
Number of Trailers	0		
Comprehensive	2, 8	Actual Cash Value or Cost of Repair, Whichever is less, Minus Deductible: \$2,500	
Collision	2, 8	Actual Cash Value or Cost of Repair, Whichever is less, Minus Deductible: \$2,500	

- 1= Any "Auto"
2= Owned "Autos" Only
3= Owned Private Passenger "Autos" Only
4= Owned "Autos" Other than Private Passenger "Autos" Only
5= Owned "Autos" Subject to no-fault
6= Owned "Autos" Subject to a Compulsory UM Law
7= Specifically Described "Autos" (new vehicles must be reported within 30 days)
8= Hired "Autos" Only
9= Non-owned "Autos" Only
13= Any Auto you do not own and that is a covered auto under this policy for our liability insurance and it is a licensed or principally garaged in Illinois

All scheduled vehicles must be titled in the name of the corporation, or that of another named insured listed on the policy, for coverage to apply. Per schedule provided to Travelers.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Amendments:

- Amendment of Bodily Injury Definition
- Public Entity Auto Extension
- Professional Services Not Covered
- Emergency Services – Volunteer Firefighters' & Workers' Injuries Excluded
- Amendment of Employee Definition
- Amendment of Common Policy Conditions – Prohibited Coverage – Unlicensed Insurance
- And Trade Or Economic Sanctions

Automobile Composite Rating

In order to provide our insureds better service and administrative efficiency, Travelers Public Sector Services is pleased to provide the following process for handling mid-term automobile change requests. All requests will be managed in accordance with the Composite Rate Application outlined below. The insured should continue to submit all change requests to their agent for accurate record keeping and claims verification purposes. Particular attention should be paid to Item 5, which specifies the types of automobiles that will continue to require reporting to the Company.

Composite Rate Application

1. If your policy includes the coverage for which a composite rate is designated in the table below then the premium for that coverage is composite rated. Automobile Liability is rated on a "per unit" basis and Automobile Physical Damage is rated on the basis of the original cost new of the autos. **The composite rates reflect premium charges for any applicable miscellaneous auto coverages, with the exception of Garagekeepers Legal Liability**
2. The composite rates for Automobile Liability and Physical Damage are the rates applicable at the inception of the policy. Based on the information provided for this proposal and as of the date of this proposal, these rates are as follows:

	LIABILITY	COMPREHENSIVE	COLLISION
Option 1	\$638	0.183	0.214

3. The premium charged at inception is the estimated annual premium based on the number of units and total original cost new for all covered autos on file with the company at inception. The insured is to submit a current schedule of owned automobiles as of the expiration of the policy and the total earned premium will be computed on the basis of the average net change in units and their corresponding original cost new for the policy term.
4. All autos added will carry the same Liability limits and Physical Damage deductibles issued at policy inception for autos of the same type.
5. Any new auto requiring valuation other than actual cash value must be reported within 30 days of acquisition. These autos will be added to the policy automobile schedule mid-term and a final premium will be determined at policy expiration.

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Umbrella Liability Coverage

Insurance Company: Travelers

Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Coverages and Limits:

Coverage	Limit
General Aggregate Limit	\$10,000,000
Products – Completed Operations Aggregate Limit	\$10,000,000
Occurrence Limit	\$10,000,000
Crisis Management Services Expenses Limit	\$50,000
Self-Insured Retention Any One Occurrence or Event	\$10,000

You Have Requested the Limits Above. Higher Limits may be Available Upon Request.

Underlying Coverages and Limits:

Coverage	Limit
General Liability Limit	\$1,000,000
Employee Benefits Liability	\$1,000,000
Auto Liability	\$1,000,000
Law Enforcement Liability	\$1,000,000
Public Entity Management Liability	\$1,000,000
Public Entity Employment-Related Practices Liability	\$1,000,000

Amendments

- PFAS Exclusion – Coverage A and B
- Policy Declarations – Excess Follow-Form and Umbrella Liability
- Schedule of Underlying Insurance
- Cap on Losses From Certified Acts of Terrorism And Exclusion Of Other Acts Of Terrorism Committed Outside the United States
- Intellectual Property Exclusion- Coverage B
- Coverage For Financial Interest In Foreign Insured Organizations
- Failure to Supply Exclusion – Coverages A & B
- Fungi or Bacteria Exclusion – Coverages A & B
- Mobile Equipment Racing Exclusion – Coverage B
- Nuclear Energy Liability Exclusion (Broad Form) Coverages A & B
- Amendment of Coverage – Definitions
- Public Use of Private Property Exclusion – Coverages A & B
- Follow – Form Limitation – Coverage B
- Watercraft Liability Exclusion – Coverage B

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Umbrella Liability Coverage continued

Amendments

- Amendment of Underlying Insurance Definition
- Amendment of Who Is An Insured – Employees and Volunteer Workers – Coverage B
- Discrimination Exclusion – Coverage B
- Injury to Volunteer Firefighters Exclusion – Coverage B
- Law Enforcement Activities or Operations Exclusion – Coverage B
- Lead Exclusion – Coverage B
- Pollution Not Related to Autos Exclusion – Public Entities or Indian Tribes – Coverage A
- Professional Health Care Services Exclusion with Limited Exception for Designated Professionals – Coverages A and B
- Abuse or Molestation Exclusion – Coverages A & B with Limited Follow-Form Exception
- Non Cumulation of Occurrence Limit

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Crime Coverage

Insurance Company: Travelers

Policy Period: 12/31/2024 to 12/31/2025

Named Insureds:

- City of Oakbrook Terrace

Form: Discovery

Coverages and Limits:

Coverage	Limit	Deductible
Employee Theft – Per Loss Coverage	\$250,000	\$1,000
Forgery or Alteration	\$250,000	\$1,000
Inside the Premises – Theft of Money And Securities	\$250,000	\$1,000
Inside the Premises – Robbery or Safe Burglary Of Other Property	\$250,000	\$1,000
Outside the Premises	\$250,000	\$1,000
Computer Crime – Computer Fraud	\$250,000	\$1,000
Funds Transfer Fraud	\$250,000	\$1,000
Money Orders and Counterfeit Paper Currency	\$250,000	\$1,000

This list is not intended to be all inclusive, and you should review your policy for additional or different exclusionary language.

The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal.

Cyber Liability Coverage

Insurance Company: CFC

Policy Period: 12/31/2024 to 12/31/2025

Limits and Retentions		
Item	Expiring - CFC	Renewing - CFC
Cyber Limits/Retention	\$1M/\$10k	\$1M/\$10k
Cyber Retro Date	Full Prior Acts	Full Prior Acts

Cyber		
Item	Expiring - CFC	Renewing - CFC
Aggregate Limit	\$1M	\$1M
Network Information Security & Employee Privacy Limit	Included	Included
Communication and Media Liability Limit	Included	Included
Regulatory Defense Expense Limit	Included	Included
Business Interruption and Business Income Expense	Included	Included
Business Interruption Waiting Period	8 hours	8 hours
Dependent Business Interruption	Included	Included
Business Interruption Systems Failure	Included	Included
Dependent Business Interruption Systems Failure	Included	Included
Voluntary Shutdown	Included	Included
Data Recovery Costs	Included	Included
Cyber Extortion	Included	Included
Cyber Breach Response Expenses	Included	Included
Crisis Management Expense Limit	Included	Included
Forensic Expenses	Included	Included
Forensic - Choice of firm	Panel	Panel
PCI	Included	Included
Reputational Harm Coverage	Included	Included
Hardware Replacement Limit (Bricking)	Included	Included
Telecomm Theft	\$250k/\$10k*	\$250k/\$10k*
Phishing Attacks - Website Impersonation Notification	\$50k/\$10k*	\$50k/\$10k*
Phishing Attacks - Client Phishing/Invoice Manipulation	\$250k/\$10k*	\$250k/\$10k*
Unauthorized Use of Computer Resources (Cryptojacking)	\$250k/\$10k*	\$250k/\$10k*
Funds Transfer Fraud Limit	\$250k/\$10k*	\$250k/\$10k*
Social Engineering	\$250k/\$10k*	\$250k/\$10k*
Cyber Terrorism	Included	Included
Choice of Counsel	Carrier	Carrier
Defense	Duty to defend	Duty to defend
Settlement- Hammer Clause	80/20	80/20
Change in Exposure	20%	20%
Extended Reporting Period	1yr-100%	1yr-100%/2yr-160%/3yr-210%

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NOV 12 2024



Interdepartmental Memo

To: Mayor and City Council
Jim Ritz, City Administrator

From: Melissa Headley, AICP
Director of Community Development

Re: Letter of Recommendation
17W160 16th Street
Multiple variations related to setbacks and sign area.
City Council Meeting: November 12, 2024

Date: November 8, 2024

REQUEST:

Mayor and City Council to direct the City Attorney to prepare an ordinance.

BACKGROUND:

A public hearing was held before the Planning and Zoning Commission on October 15, 2024, to consider a request by Hamra Chicago, LLC. The petitioner sought a special use for a drive-through and multiple variations to facilitate the demolition and re-construction of the Wendy's restaurant located at 1S576 Midwest Road. Hamra Chicago, LLC requested the following zoning relief:

1. In accordance with Section 156.024 (B) of the Zoning Ordinance a Special Use pursuant to Section 156.087 (C) (36) of the Zoning Ordinance for a Restaurant with a Drive-Through Window.
2. A variation from Section 156.043(B)(1) to increase the total permitted area of signs from 68 square feet to 193.08 square feet.
3. A variation from Section 156.087 (G) (2) of the Zoning Ordinance to reduce the minimum required side yard setback for paved areas from five feet to approximately 3.5 feet on the north property line.
4. A variation from Section 156.087 (G) (2) of the Zoning Ordinance to reduce the minimum required side yard setback for paved areas from five feet to approximately 2.75 feet on the south property line.

5. A variation from Section 156.087 (G) (3) of the Zoning Ordinance to reduce the minimum required rear yard setback for paved areas from five feet to approximately 3 feet on the west property line.
6. A variation from Section 156.049 (I) (2) (a) of the Zoning Ordinance to reduce the perimeter landscape areas from five feet to approximately 3.5 feet along the north property line.
7. A variation from Section 156.049 (I) (2) (a) of the Zoning Ordinance to reduce the perimeter landscape areas from five feet to approximately 2.75 feet along the south property line.
8. A variation from Section 156.049 (I) (2) (a) of the Zoning Ordinance to reduce the perimeter landscape areas from five feet to three foot along the west property line.

Hamra Chicago LLC holds a long-term lease on the property, with Wendy's as their parent company. The current restaurant was built in 1977. The property was zoned B-4 at the time and allowed restaurants, but did not explicitly permit drive-throughs. The existing drive-through is considered legal non-conforming. In addition to seeking a special use permit for the drive-through, Hamra Chicago requested variances to reduce paved area setbacks, reduce perimeter landscaping, and increase signage. The proposed building complies with all height and setback requirements.

PETITIONER PRESENTATION:

Chad Halley, Director of Facilities & Construction for Hamra Enterprises, presented on behalf of Hamra Chicago LLC. He provided an overview of the company, discussed zoning requirements, and answered questions from commissioners. He emphasized the importance of the drive-through, noting that 80% of their business relies on it. The drive-through is a replacement of the existing one.

This will be the latest generation of Wendy's prototype. There are only a few other locations in Kansas and the northeast that have been constructed with this design. Regarding the requested sign variations, Mr. Halley explained that they aim to use Wendy's standard signage package. The landscaping setback variations are intended to preserve the existing curbs, which avoids re-engineering the entire site and needing additional permits from DuPage County Department of Transportation for changes in the entrance along Midwest Road. Mr. Halley highlighted that the new design improves traffic flow by adding an escape lane for the drive-through, which currently does not exist. He also mentioned that Hamra Chicago debated whether they should remodel or rebuild the restaurant, but the existing layout of the drive-through was the determining factor.

COMMISSIONER QUESTIONS & DISCUSSION:

Generally, the Commission was supportive of the request.

- Commissioners Cavalieri and Donoval had no comments or concerns.
- Commissioner Sarallo asked about the location of the parking lot directional signs and whether they would obstruct visibility. Mr. Halley responded that the signs would be low and smaller than the current ones, ensuring visibility for all vehicles. Commissioner Sarallo also inquired about stormwater issues, which the petitioner stated were under review with no known concerns. Petitioner also stated that they are currently in the process of getting soil samples. Commissioner Sarallo agreed that the building has needed some cosmetic improvement for a long time and he was happy to see the redevelopment.
- Commissioner Jackson expressed support for the addition of an escape lane, noting that he has personally experienced being stuck in the one lane drive through.
- Vice Chairperson Ventura raised concerns about the setback variations, particularly along the northern property line. She questioned whether the site plan could be adjusted to meet the requirements. Mr. Halley indicated that adjustments could be made if necessary but explained that the building is being moved more toward the center of the lot. Vice Chairperson Ventura also expressed concerns about the sign variation, noting the potential for setting a precedent. Mr. Halley responded that there are only three illuminated signs on the building and the others are only stencils. Vice Chairperson Ventura did say that Wendy's needs a face lift and we are happy to see the redevelopment proposed.
- Commissioner Berkshire sought clarification that the paved area setback variance was intended to maintain the existing curbs.
- Chairperson Freda asked if the freestanding pylon sign could be replaced with a monument sign. Mr. Halley confirmed that they could adjust the signage to comply with code. Chairperson Freda also inquired about outdoor seating, which Mr. Halley confirmed would consist of an uncovered patio area with tables and chairs.

PUBLIC COMMENT:

Residents Bob Shanahan and Bruce Almeroth expressed support for the project. Mr. Almeroth asked about the walk-up window and employee operations, and Mr. Halley confirmed that a kiosk would be used for ordering and then customers will pick up orders from employees at the counter.

Mr. Shanahan stated that he uses this store frequently and they do an excellent job. He agreed with allowing them to use the existing curbs because it gave them the opportunity to provide a second lane allowing people to exit without being in the drive-through lane.

Mr. Almeroth inquired about length of construction and what would happen to the current employees. Mr. Halley replied that it would take approximately six to

seven months to demolish and rebuild, but the timeline could be impacted by supply chain issues. He also stated that they will send their employees to other stores during construction.

After public comments concluded, Vice Chairperson Ventura asked if they met the setback along the south property line, could they still offer the escape lane? Mr. Halley indicated that he would need to confirm with his civil engineer, but that he was told that they could comply if it was necessary. Staff mentioned that if they were to comply with the setbacks it would result in requiring them to re-engineer the entire site and need additional permits from DuPage County Department of Transportation for changes in the entrance along Midwest Road.

Chairperson Freda inquired if the 2.75 feet was an existing condition. Staff clarified that the variance is for current conditions.

COMMISSION RECOMMENDATION:

The Commission reviewed the petition and recommended approval of the requested special use and variations. The motion passed with a 6-1 vote.

Chairperson
Patricia Freda

Vice Chairperson
Ann Ventura

Secretary
Sarah Cavazos



Commissioners
Nicole Berkshire
Fabio Cavalieri
Jan Donoval
Douglas Jackson
Michael Sarallo

To: Mayor and City Council
City of Oakbrook Terrace

From: Planning & Zoning Commission

Re: Letter of Recommendation
1S576 Midwest Road
A special use and multiple variations related to setbacks and sign area
Case #25-02

Date: October 16, 2024

Ladies and Gentlemen:

Your Planning and Zoning Commission transmit for your consideration its recommendation to consider a request by the petitioner, Hamra Chicago, LLC as follows:

1. In accordance with Section 156.024 (B) of the Zoning Ordinance a Special Use pursuant to Section 156.087 (C) (36) of the Zoning Ordinance for a Restaurant with a Drive-Through Window.
2. A variation from Section 156.043(B)(1) to increase the total permitted area of signs from 68 square feet to 193.08 square feet.
3. A variation from Section 156.087 (G) (2) of the Zoning Ordinance to reduce the minimum required side yard setback for paved areas from five feet to approximately 3.5 feet on the north property line.
4. A variation from Section 156.087 (G) (2) of the Zoning Ordinance to reduce the minimum required side yard setback for paved areas from five feet to approximately 2.75 feet on the south property line.
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7. A variation from Section 156.049 (I) (2) (a) of the Zoning Ordinance to reduce the perimeter landscape areas from five feet to approximately 2.75 feet along the south property line.
8. A variation from Section 156.049 (I) (2) (a) of the Zoning Ordinance to reduce the perimeter landscape areas from five feet to three foot along the west property line.

After due notice as required by law, the Oakbrook Terrace Planning and Zoning Commission held a public hearing on October 15, 2024. By a vote of 6 to 1, the Planning & Zoning Commission recommended approval of the request.

Respectfully,
Patricia Freda, Chairperson
Planning & Zoning Commission
City of Oakbrook Terrace



City of Oakbrook Terrace
Minutes of the Planning & Zoning Commission Meeting
October 15, 2024

I. CALL TO ORDER

The Planning and Zoning Commission meeting was called to order by Chairperson Freda at 6:00 P.M.

Chairperson Freda asked Planning and Zoning Secretary Cavazos to take a roll call.

Present: Commissioners Cavalieri, Sarallo, Jackson, Donoval, Berkshire, Vice Chairperson Ventura and Chairperson Freda

Absent: None

Also Present: Melissa Headley, Community Development Director; Sarah Cavazos, Planning and Zoning Secretary; Tom Halleran, City Attorney; Chad Halley, Director of Facilities & Construction, Hamra Enterprises; Bruce Almeroth, Resident; Bob Shanahan, Resident; and Frank Freda Jr.; Resident.

II. APPROVAL OF MINUTES

1. Minutes of the Public Hearing Case #25-01, 17W160 16th Street. Petitioner: FGM Architects Inc.

Chairperson Freda asked for a motion to approve the minutes of the public hearing Case # 25-01.

MOTION Commissioner Sarallo moved to approve the minutes and Commissioner Cavalieri seconded the motion.

Ayes: Commissioners Cavalieri, Sarallo, Jackson, Donoval, Berkshire, Vice Chairperson Ventura and Chairperson Freda

Nays: None

Abstain: None

Absent: None

MOTION PASSED WITH A 7-0 VOTE

III. ACTION ITEMS/PUBLIC HEARINGS:

1. **Case #25-02**
1S576 Midwest Road
Petitioner: Hamra Chicago, LLC.

City Attorney Halleran swore in Chad Halley, Director of Facilities & Construction, Hamra Enterprises.

Mr. Halley stated Hamra Enterprises is a family-owned franchise business and they have about 198 restaurants around the United States. He stated they own 70 Panera Breads in the Chicagoland area. In Missouri, they have several Noodle and Companies. They are excited about this project. The store needs to be updated due to the way it is positioned on the lot with the drive-through area and the stores current condition. Moving the drive through will provide improved accessibility and safety. It will be the newest prototype. They are applying for a special use and variances for the drive through which already exists, but there is no way to turn around and it needs to be replaced. They are proposing to tear down the building and shift it, so there is an exit lane. Wendy's business is 80% drive through, so the drive through is important. There will be parking along the building so pedestrians don't have to cross the drive through lanes. He stated that they will accommodate all utilities, drainage and any other requirements. He stated they are asking for a sign variance. They deal with many municipalities and for this building they are proposing the standard Wendy's sign package which includes signs on three sides of the building. There are signs on the front and two sides, nothing on the back. There will be some lettering on the building. The pylon sign will be replaced with the standard Wendy's sign package. The next variance they are requesting is for parking lot landscaping. They want to preserve the existing curbs where possible. There's a 5 foot setback for the curbs and lanes for landscaping. They invest a lot in landscaping. The parking lot and landscaping will be brand new. The lot will have all new asphalt and underlayment. Comparing the old layout to the new one there will be more room for the exit around the drive through lane. The new layout gives more room for exit lanes and the drive through was the determining factor in whether to rebuild or remodel. That concluded the petitioners presentation.

Chairperson Freda asked commissioners for their questions.

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Commissioner Cavalieri replied he had none.

Commissioner Sarallo asked if there will be an entrance and exit signs? He was concerned that if a car sits low to the ground it will be difficult to see oncoming traffic.

Mr. Halley explained the signs are low profile. Unless you have an extremely low car you will not have a problem seeing over the sign because they are lower than the existing Wendy's signs.

Commissioner Sarallo also inquired if the stormwater retention has changed?

Mr. Halley replied they are collecting soil samples right now and his civil engineering drawings are being reviewed.

Commissioner Sarallo stated the building has needed some cosmetic upgrades for a long time and he's glad to see it being done.

Commissioner Jackson commented that the old drive through was a single lane and did not have a lane to get out. The customers will be very happy with the changes.

Vice Chairperson Ventura commented that the setback on the south side is 2.75 feet and that is very small. She asked if the plans could be revised to meet the setback requirement.

Mr. Halley replied they can make changes. The building will be moved to the center of the lot. The drive through is going to open up and won't be tight. There is a full lane around the building. By moving the building, they got rid of the tightness in the drive through.

Vice Chairperson Ventura commented that they are asking for double the signage and she was concerned that approving the variation would set a precedent.

Mr. Halley replied the signage will be on three sides of the building. One is above the drive through window, one on the front and the other side has the lettering. The one on the front is Wendy's and the other one is for delivery and pick up. He stated they work with what our ordinance is, when it comes to signage.

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Vice Chairperson Ventura commented Wendy's needed a facelift. She is happy to see this happen as it is a valuable piece of property and the location is perfect.

Commissioner Berkshire clarified whether the variations for the setbacks for the paved areas is for the existing curbs?

Mr. Halley replied yes, the existing curbs have footings under them and when they lay the asphalt, they just lay it up to the curbs.

Chairperson Freda asked the petitioner if they would consider converting the pylon sign to a monument sign.

Mr. Halley replied yes, they have monument base signs and that's what most cities would rather have. They can put those signs on brick, or you can have a reader board. They will comply with whatever is required. He noted sometimes monument signs are a visual obstruction when trying to turn they may block the view of the motorist. Sometimes the taller sign is less of a visual obstruction.

Chairperson Freda inquired if there will be external heating outside on the patio?

Mr. Halley explained they are not including external heating. The patio area will have tables, chairs and trash containers.

MOTION Chairperson Freda asked for a motion to approve. Commissioner Sarallo moved to approve Case 25-02. Commissioner Cavalieri seconded the motion.

Ayes:	Commissioners Berkshire, Donoval, Sarallo, Jackson, Cavalieri, and Chairperson Freda.
Nays:	Vice Chairperson Ventura
Abstain	None
Absent:	None

MOTION PASSED WITH A 6-1 VOTE

Director Headley stated the letter of recommendation will be placed on the agenda for the November 12th City Council meeting. She also reminded the commission about the upcoming public hearing schedule.

Resident Bruce Almeroth inquired if they were going to take public comment on the petition.

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MOTION Commissioner Sarallo made a motion to rescind to offer the opportunity for public comment. Commissioner Cavalieri seconded the motion.

Ayes: Commissioners Berkshire, Donoval, Sarallo, Jackson, Cavalieri,
Vice Chairperson Ventura and Chairperson Freda
Nays: None
Abstain: None
Absent: None

MOTION PASSED WITH A 7-0 VOTE

Resident Bruce Almeroth asked if there is going to be indoor dining, and will they have kiosks?

Mr. Halley replied yes, there will be 30 seats and 2 to 3 Kiosks. There will be employees at the registers to place your order.

Resident Bob Shanahan stated he uses Wendy's a lot. He loves the drive through compared to other drive throughs and whoever manages this store does an excellent job. He commented if they were moving the curbs to make the most use of the lot, he would object, but since they are using the existing curbs to create the exit lane he doesn't object. Currently it's a huge problem because traffic backs up in the entrance, cars coming in going the same way because you can't get out of the drive through.

Resident Bruce Almeroth asked how long construction will take?

Mr. Halley responded it will take about six to seven months on average. The supply chain may impact that. The employees who work there now will go to other stores until the project is finished.

Vice Chairperson Ventura asked if they could still have the exit lane and meet the setback on the south side?

Mr. Halley responded he would have to ask the civil engineer. He didn't have the measurements, but was told it will work.

Community Development Director Headley stated they are trying to reduce the impact to the entrance off Midwest Road. If they change that to widen it out, they will have to go back to DuPage County DOT to get a new permit to modify the entrance. They are trying to avoid that. If you look at both the before and after site plans, you can see that the curb line along the south side of the lot doesn't change. This means that as its proposed they don't need to go back to DuPage

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MINUTES

County DOT to revise the entrance permits. They'd have to re-engineer the entire site in order to comply with the setbacks for paved areas.

Chairperson Freda asked if there were any other comments. There were none.

MOTION Chairperson Freda asked for a motion to approve petition 25-02? Commissioner Jackson moved to approve Case 25-02. Commissioner Sarallo seconded the motion.

Ayes:	Commissioners Berkshire, Donoval, Sarallo, Jackson, Cavalieri, and Chairperson Freda.
Nays:	Vice Chairperson Ventura
Abstain	None
Absent:	None

MOTION PASSED WITH A 6-1 VOTE

IV. ADJOURNMENT:

MOTION Chairperson Freda asked for a motion to adjourn the meeting. Commissioner Sarallo made the motion and Commissioner Cavalieri seconded the motion.

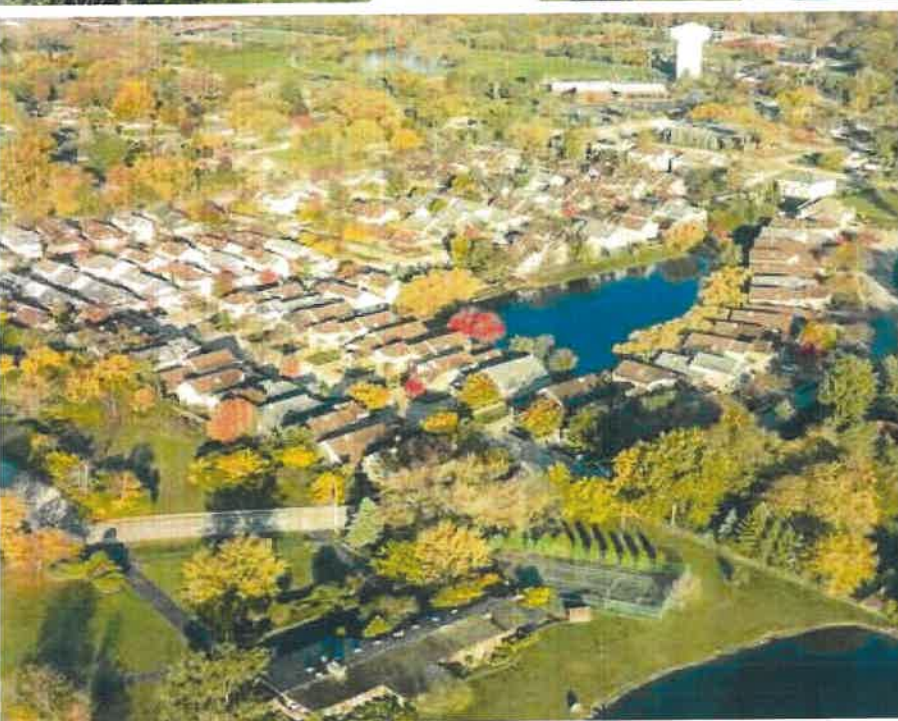
Ayes:	Commissioners Berkshire, Donoval, Sarallo, Jackson, Cavalieri, Vice Chairperson Ventura and Chairperson Freda
Nays:	None
Abstain	None
Absent:	None

MOTION PASSED WITH A 7-0 VOTE

Chairperson Freda adjourned the meeting at 6:27 pm.

Respectfully submitted by,

Sarah Cavazos
Planning & Zoning Secretary



AGENDA ACTION

NOV 12 2023



2024 STRATEGIC PLANNING & GOAL DEVELOPMENT INITIATIVE

July 9, 2024

ACKNOWLEDGMENTS

Mayor

Paul Esposito

City Clerk

Michael Shadley

City Council

Charlie Barbari, Ward 1
Joseph Beckwith, Ward 1
Frank Vlach, Ward 2
Dennis Greco, Ward 2
Bob Rada, Ward 3
Mary Fitzgerald, Ward 3

City Administrator

Jim Ritz

City Staff

Casey Calvello, Police Chief
Amy Raffel, Assistant to the Mayor and City Administrator
Melissa Headley, Community Development Director
Craig Ward, Public Services Director

The City Administrator and City Council would also like to thank their community members who participated in the stakeholder feedback phase of the process. An effective strategic plan includes feedback from stakeholders to ensure that the community's evolving needs and expectations are understood.

Process facilitated by Northern Illinois University Center for Governmental Studies

Mel Henriksen, MPP
Assistant Director
Northern Illinois University Center for Governmental Studies

Alli Hoebing, MPA
Research Specialist
Northern Illinois University Center for Governmental Studies



NORTHERN ILLINOIS UNIVERSITY

Center for Governmental Studies

Outreach, Engagement, and Regional Development

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D: Strategic Priority Areas	A7



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BACKGROUND

Established in 1958, the City of Oakbrook Terrace is located in DuPage County. Once a farming village known as Utopia, it officially adopted the name Oakbrook Terrace in November 1959.¹

Oakbrook Terrace is home to a diverse population of about 2,700 residents, comprising 70.5% White, 17.3% Asian, 11.5% Hispanic/Latino, 7.9% African American, and 2.2% other race/two or more races.

Nearly half of the population are college graduates, and the average median household income is approximately \$72,000². The city has access to four major highways (I-88, I-290, I-294, and I-83) and the O'Hare and Midway Airports. It is also home to over 4,000,000 square feet of office development. Notably, Oakbrook Terrace is the home of the Chicago Automobile Trade Association, the largest automobile trade association in America and the 31-story Oakbrook Terrace Tower, the tallest office building west of downtown Chicago to the Rocky Mountains.



¹ <https://www.oakbrookterrace.net/community/page/utopia-oakbrook-terrace-history>

² <https://www.oakbrookterrace.net/community/page/demographics>



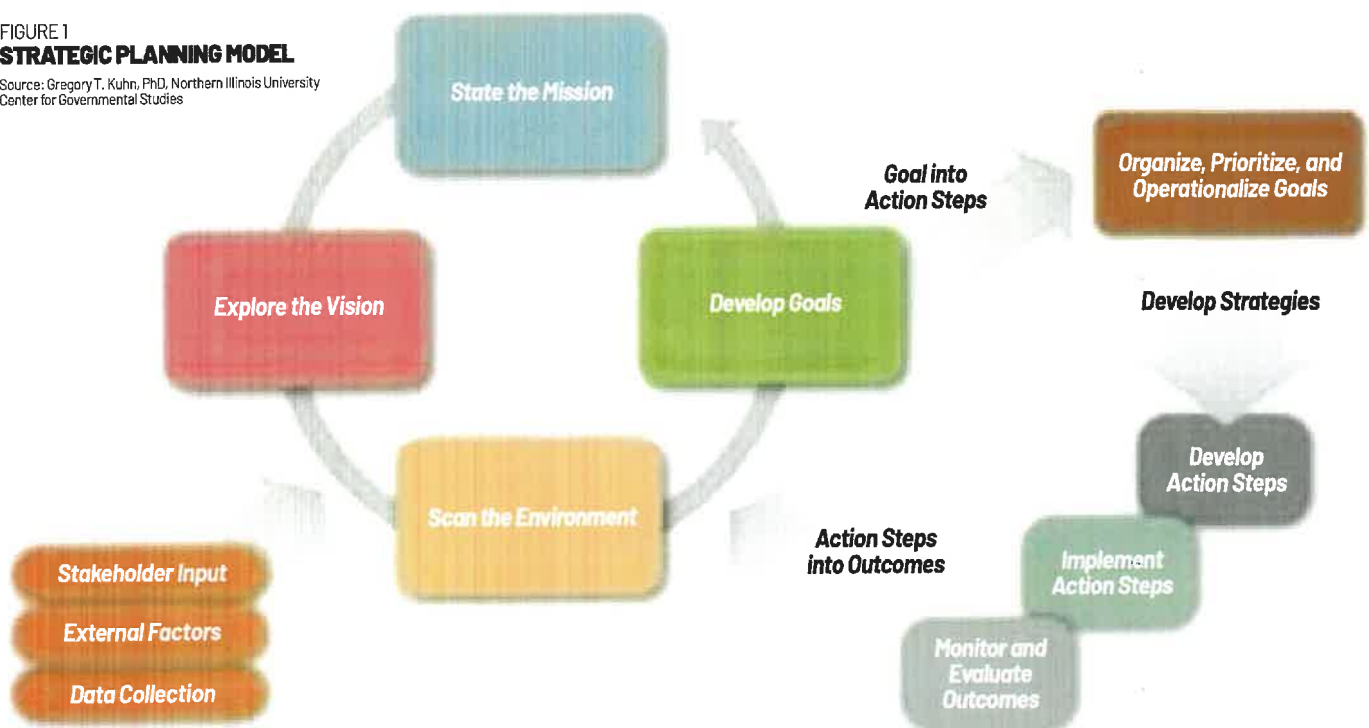
INTRODUCTION

Strategic planning is an effective way to identify and confirm an organization's vision for the future and set organizational purpose and direction by incorporating clear priorities and measurable goals. To this end, the City of Oakbrook Terrace's leadership engaged the Northern Illinois University Center for Governmental Studies (NIU-CGS) in November 2022 to facilitate its strategic planning process (Figure 1). It is also important to note that the city updated its strategic plan while concurrently updating its comprehensive land use plan. Updating both plans simultaneously enabled the city to utilize information and data interchangeably and generate a more complete guide for the city and its stakeholders. Coordinating the two processes is widely acknowledged as best practice for planning and decision making and further enhances the city's ability to grow as it desires.

From July to September 2023, the CGS team gathered internal and external stakeholder input that was shared at a leadership workshop held in September 2023. The workshop was an opportunity for senior staff and elected officials to discuss a future vision for the city and establish short- and long-term goals. It also provided a positive atmosphere to methodically and strategically determine where the city wants to go to best serve the organization and the broader community well into the coming years.

The judicious use of the city's limited resources (including financial resources and professional staff time) will be key to achieving good results. Only a limited number of goals and objectives can be managed and implemented effectively at any given time. In a very realistic sense, clear and stable priorities must be maintained if the city desires to stretch its resources as far as they can go.

FIGURE 1
STRATEGIC PLANNING MODEL
Source: Gregory T. Kuhn, PhD, Northern Illinois University
Center for Governmental Studies



PRE-WORKSHOP: INTERNAL & EXTERNAL STAKEHOLDERS

STAKEHOLDER INPUT

The NIU-CGS team collected stakeholder input via focus groups in July and interviews with city leadership in August and September 2023. Themes emerging from these sessions were shared with the council and leadership staff who participated in the strategic planning leadership workshop. The stakeholder input collected as a part of the city's strategic planning process included focus groups with the city's internal and external stakeholders and interviews with the city's administrative and elected leadership. NIU-CGS staff, as part of the development of the comprehensive land use plan, also disseminated and analyzed community and business surveys and a demographic and community profile. Final survey results and the demographic and community profile can be found in the city's comprehensive land use plan and preliminary results were shared as an overview at the strategic planning leadership workshop.

FOCUS GROUPS

Focus groups are designed to be a highly interactive approach, allowing for a robust and informative conversation with and between participant. It was important to the city's leadership and elected officials to include broad stakeholder input as part of the environmental scanning component of the strategic planning process. This stakeholder input involved analyzing internal and external factors that shape, influence, and impact the city's activities and mission. To gain perspectives from a cross-section of stakeholders, the NIU-CGS team conducted a series of focus group sessions with community stakeholders and city staff.

A total of four in-person focus groups were conducted in July 2023 to gain stakeholder input. Each focus group ranged in number of participants, from 3 participants to 30 participants in another. Focus group participants represented the following groups:

- Residents
- Business Community
- Intergovernmental Organizations and Civic Groups
- Front- and Mid-line Staff

As a result of the focus group feedback, the facilitators identified three overarching themes presented (in no particular order) in Figure 2. The themes represent important topic areas that the city's leadership and council considered as they went through the workshop exercises to develop short- and long-term goals. Therefore, it is not unusual to see alignment between the focus group themes and the priority areas identified as part of the entirety of the process. Please see Appendix A for a full summary of all focus group questions and aggregated responses for each theme.

INTERVIEWS

Interviews with city leadership allow the facilitators to gain perspective by building a balanced and informed view of the city, from each stakeholder's unique vantage point. Individual interviews were offered to all elected officials and administrative leadership in August and September of 2023. These important conversations helped CGS to understand priorities and opportunities for the city. Several themes emerged and were also shared at the workshop:

- Evaluate annexing unincorporated area.
- Continue to improve intergovernmental (IGO) partnerships (e.g., school and park districts).
- Create and foster a true downtown in the city.
- Continue to focus on revitalization of dilapidated or dated business areas.
- Plan proactively, not reactively.
- Improve internal communication and continued transparency.
- Continue to keep public safety central to quality of life in Oakbrook Terrace.

FIGURE 2
FOCUS GROUP FEEDBACK



COMMUNICATION AND OUTREACH



**STRATEGIES TO IMPROVE CONNECTIVITY
AND ADDRESS TRAFFIC FLOW CHALLENGES**



ORGANIZATIONAL EVALUATION AND ADVANCEMENT



DISCUSSIONS & EXERCISES

LEADERSHIP WORKSHOP

After all of the stakeholder input had been gathered and analyzed, the City of Oakbrook Terrace's elected and appointed leadership gathered for a strategic planning workshop in September 2023 to discuss a future vision for the city and establish short- and long-term goals. The workshop facilitators utilized a group discussion approach called 'Nominal Group Technique' where the facilitator assured participants equal opportunities to speak and share opinions. During the workshop discussions, individuals had the opportunity to generate and share their ideas, as well as participate in small and large group activities allowing them to weigh alternatives and refine their thinking through dialogue. As ideas were shared and debated, the group worked steadily toward a consensus regarding the city's purpose, future directions, goals, and priorities.

LEADERSHIP WORKSHOP:

INTRODUCTIONS & BIG IDEAS FOR THE CITY

Participants were asked to introduce themselves and share their name, department or council role, and the length of time they had served in their role in the city. Next, they engaged in an icebreaker exercise titled, "Garage Sale." Workshop participants collected an item from the "garage sale" table that represented an issue or important initiative they thought the city should focus on in the next 12 months as part of the strategic plan. The exercise was designed to stimulate conversation and help participants describe or identify an important strategic issue or topic that will shape or impact the city's future. This was a brainstorming exercise. No evaluative or judgmental debate was permitted during this session. Figure 3 is a word cloud summary of those answers.



FIGURE 3
GARAGE SALE ICEBREAKER
IMPORTANT ISSUE OR INITIATIVE
THAT THE CITY SHOULD FOCUS ON

LEADERSHIP WORKSHOP:

VISIONING FOR THE FUTURE

The city's leadership next participated in a visioning exercise to describe the desired future direction of the city by answering the following question: "If you left Oakbrook Terrace and the community and didn't return for 10-15 years, what do you hope you would see, or think you would see when you returned?" Participants were asked to think about their ideas ahead of time and be ready to share them with the group during the workshop. Responses are listed in Figure 4.

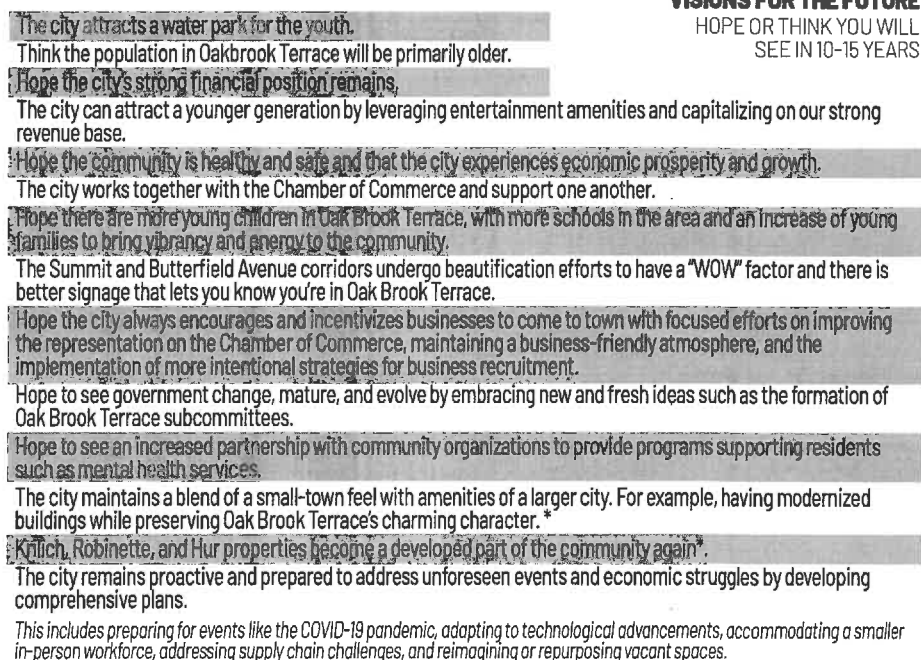


FIGURE 4
VISIONS FOR THE FUTURE
HOPE OR THINK YOU WILL
SEE IN 10-15 YEARS



ENVIRONMENTAL SCANNING PART I: SURRENDER OR LEAD EXERCISE

LEADERSHIP WORKSHOP

Participants were introduced to a leadership exercise entitled "Surrender or Lead." Participants were asked, in small groups, to respond to a series of structured questions to reveal hopes, perspectives, opportunities, and possible challenges and barriers based on the collective view of each group. Common themes throughout the groups are listed below and a full list of Surrender or Lead exercise responses can be found in Appendix B.

SURRENDER OR LEAD THEMES:

- Targeted economic development
- Increased revenue
- Public safety is a continued priority
- Strong sense of community
- Proactive planning and implementation

ENVIRONMENTAL SCANNING PART II: LARGE GROUP SWOC ANALYSIS

LEADERSHIP WORKSHOP

The next step of the strategic planning workshop involved reviewing and accounting for the internal and external factors present in the environment that can potentially influence the city, both negatively and positively. Workshop participants were asked to identify the city's strengths (S) and weaknesses (W). In what areas does the city regularly excel, and in what areas are there difficulties or shortcomings in terms of expertise, resources, training, etc.? What opportunities (O) are on the horizon that can be used to the city's advantage? Conversely, what trends or challenges (C) lie ahead that would be obstacles or hindrances? These elements could include both internal and external factors, conditions, trends, regulations, agencies, resources, etc. The most frequently mentioned responses to the exercise are provided in Figure 5. For a full list of S.W.O.C. analysis responses, see Appendix C.

FIGURE 5
SWOC SUMMARY DIAGRAM
CITY OF OAKBROOK TERRACE SWOC ANALYSIS RESPONSES



NOMINAL GROUP GOAL IDENTIFICATION

With the preceding discussion sessions and exercises acting as a sound foundation for goal setting, the next exercise provided time for a healthy group discussion and development of goals and/or objectives needed to achieve the future visions as expressed by workshop participants.

Participants worked in the same small groups from the Surrender or Lead exercise. Each group was allotted time to develop and then report out the three or four important goals they thought the city should accomplish. Groups were asked to create goals using two timeframes; short-term goals (which could be accomplished in the next one to three years), as well as those that would be considered long-term goals (four- to eight-year timeframe). Each workgroup then shared their short- and long-term goals with the larger group for feedback and discussion. Goals could be highly specific or general.

Open Group Discussion and Consolidation of Goals or Objectives

This final phase of the discussion served as the forum for council members and staff to discuss, refine, and compare the ideas and goals offered by each participant. Participants gave their opinions and further explained the fit, ideas, and policy outcomes expressed in the goals and discussed if additional goals were needed. In total, the group developed 10 short-term goals and 6 long-term goals that were prioritized after the workshop.



STRATEGIC GOAL RANKING & PRIORITIZATION

POST-WORKSHOP

Workshop participants were asked to delineate, via a post-workshop online ranking exercise, which goals should be given the highest priority. The workshop participants were provided an online ranking tool where point values were assigned to each goal in both the short- and long-term categories. The calculation of goal prioritization consisted of "forced ranking" where the ranking of each identified goal is calculated as the average of the rankings given by all participants. For example, if a goal was given scores of 2, 5, 6, 6, 1, 2, and 3, the average total would be 3.57. **The lower the score, the higher the priority.**

The following illustration presents a dashboard of High, Medium, and Lower priority levels for all the strategic goals developed based on the consensus ranking exercise (Figure 6). The goal priority dashboard demonstrates the most important strategic goals, tasks, and objectives for the city to address in the months and years ahead.

FIGURE 6

2023 CITY OF OAKBROOK TERRACE GOAL PRIORITY DASHBOARD

SHORT-TERM GOALS

SHORT-TERM GOALS	PRIORITY LEVEL	COMP PLAN ALIGNMENT
ST1: Support employee retention and recruitment initiatives. - Pathways for part-time staff to become full-time staff - Improved internal communication between all city staff - More defined job roles and duties	High	-
ST2: Proactively enhance current revenue streams and continuously evaluate new revenue and economic development opportunities. - Investigate grant funding opportunities - Explore redevelopment opportunities for buildings with high-vacancy rates - Build relationships with the business community - Focus on tourism dollars from the hotels in the area	High	Objectives 2.1, 2.3, 2.5, 8.1
ST3: Create development/beautification plans for each business corridor within city limits.	High	Objective 8.2
ST4: Improve connectivity and walkability helping to ensure public safety. - Develop a plan to restrict traffic flow through residential areas - Improve walkability throughout the city, including business sectors and residential communities	Medium	Objective 3.2
ST5: Improve outreach and external communications by providing more involvement opportunities for the community. - Increase community engagement through special events, programs, and the development of City Council subcommittees - Evaluate and/or increase communication avenues to ensure residents have up to date information and a cohesive message from the city	Medium	Objectives 1.5, 8.3, 8.4
ST6: Provide opportunities for the business community to meet regularly possibly in partnership with the Chamber.	Medium	Objective 2.6
ST7: Continue to explore additional Police Department staffing and expansion of resources. - Consider additional staff for the Detective Division - More funding for training, live-feed cameras in schools (possibly grant funding available)	Lower	-
ST8: Develop a formal plan/policy for how to regulate video gambling and gaming in the community.	Lower	-
ST9: Expand technological capabilities and efficiency by investing in information technology infrastructure.	Lower	-
ST10: Create networking opportunities for intergovernmental partners in the city and surrounding communities.	Lower	Objective 8.2



STRATEGIC GOAL RANKING & PRIORITIZATION POST-WORKSHOP

FIGURE 6
2023 CITY OF OAKBROOK TERRACE GOAL PRIORITY DASHBOARD
LONG-TERM GOALS

LONG-TERM GOALS	PRIORITY LEVEL	COMP PLAN ALIGNMENT
LT1: Implement strategies identified in the development/beautification plans for each business corridor within city limits.	High	Objective 8.1
LT2: Develop a formal succession plan for the city to help maintain staffing. - Cross-training and mentorship to create efficiency and strong leadership skills - Share pathways for growth, promotion, and leadership - Consider turnover rate due to retirements	High	-
LT3: Focus on larger-scale projects such as annexation and development of the city's open lands. - Consider the Robinette property as a waterpark for youth, develop the Krilich and Hur properties	High	Objective 1.2
LT4: Continue to invest in capital improvements/projects by building water infrastructure through the business and residential sectors.	Medium	-
LT5: Create a unique city center/downtown area to unite the community.	Lower	Objectives 1.3, 4.3, 7.1, 7.2
LT6: Explore the creation of one park district in Oakbrook Terrace.	Lower	Objectives 4.1, 4.2



STRATEGIC PRIORITY AREAS

Based on an evaluation of the entire process, including interviews, focus groups, discussions at the workshop, and the goals developed, three high-level strategic priority areas were identified. Strategic priority areas represent larger themes that encompass all the strategic goals. Strategic priority areas can change slightly from one strategic planning process to the next. These priority areas highlight the activities and initiatives that the city will focus on in both the short and long term. The priority areas identified are illustrated in Figure 7 followed by definitions of each area. Goal alignment and focus group related data by priority area can be found in Appendix D.

FIGURE 7
2023 CITY OF OAKBROOK STRATEGIC PRIORITY AREAS

PROACTIVE COMMUNITY AND ECONOMIC DEVELOPMENT



The City of Oakbrook Terrace's central location lends itself to a bustling business district and a revitalized shopping district. Focusing on the revitalization and reconstruction of these key areas will be key to achieving the city's economic development goals, including the commitment to assisting existing businesses and recruiting new businesses that will complement and diversify the city's business mix. The city can focus on areas of growth and expansion by employing tools that will retain and attract businesses. Increased tourism and enhanced quality of life can also be achieved as outcomes of successful business and economic growth.

COMMUNITY ENGAGEMENT AND OUTREACH



One challenge for community leadership and staff is to have meaningful engagement and communication with the many different stakeholders they represent. Whether it is listening to the needs of residents and businesses, sharing a cohesive message, improving the city's image, or ensuring up-to-date information is available to stakeholders via multiple avenues, engagement is a high priority for city staff and elected officials. Understanding and sharing what makes Oakbrook Terrace unique to current and potential residents, businesses, and tourists is an important component of marketing and branding the community, thus achieving a more united Oakbrook Terrace.

ORGANIZATIONAL ADVANCEMENT



To sustain or advance the quality of services the city provides, it is important to address organizational needs. These needs may range from infrastructure, workforce, and staffing to technology and software which help the city stay current and serve its residents and businesses efficiently. Evaluating recommendations of the strategic planning process can help the city assess these areas on a consistent basis. As the demographics shift and change, it will be imperative for leadership to evaluate needed policy and community implications and proactively plan for the future.

CONCLUSION

The value of the strategic planning process will only be realized if this report is used as an active working guide for both the Oakbrook Terrace City Council and staff. This document captures the content of the discussions and assists the city's leaders in developing implementation plans for their high-priority goals. It is recommended that the city continue to undertake a regular review of the strategic plan, its goals, and implementation schedule to identify the need for updates or modifications so the entire city consistently recognizes and meets changes in community needs and expectations.

In the City of Oakbrook Terrace's ever evolving operating environment, adapting to changes in demographics, community trends, technology advancements, and best practices, among others, will be key. The strategic plan is meant to be a road map for the city with the flexibility to adapt to those changes.

What is apparent from the exchange of ideas and dialogue during the environmental scanning and strategic planning workshop is that the city is fortunate to have progressive leadership and a management team that is looking ahead and committed to strategic thinking and planning.

We wish you well with the ambitious years that lie ahead.

Melissa Henriksen

Alli Hoebing

NIU-CGS Project
Coordinators and
Session Facilitators



APPENDIX

A: Focus Group Feedback	A2
B: Surrender or Lead Exercise Responses	A4
C: SWOC Analysis Responses	A5
D: Strategic Priority Areas	A7



Appendix A: Focus Group Feedback

SUMMARY

One of the key analytical techniques used for focus group notes is an analyst's search for key phrases, words, or terms that emerged during the focus group sessions, a process known as **coding**. Coding is done by analysts' individual readings of the data, followed by key term searches. The words and phrases listed below are the results of the study team's analysis of the collected focus group notes. At a glance, the reader can discover what terms were used or referred to most frequently in the feedback notes. Using individual analyst's coding, the researcher identifies terms that recur across groups and across questions. The results reveal and highlight key topics or issues that should be weighed and considered when proceeding with strategic planning discussions.

The information that follows is a summary of key themes and topics that emerged during the exploratory focus group sessions. The focus group sessions served as a primer for the strategic planning process. The information that is presented in this summation was designed to add **exploratory and thematic information** for the council and leadership staff to consider during the strategic planning workshop.

The same exploratory focus group discussion questions were asked to each focus group and are listed below:

1. How would you describe the City of Oakbrook Terrace to a stranger or someone who doesn't live or work here?
2. If you left Oakbrook Terrace tomorrow, and didn't return for 10-15 years, what do you think you'll see, or what do you hope you'll see, when you return?
3. What do you like best about Oakbrook Terrace? Related to that, what are the strengths or greatest assets of the city?
4. Conversely, can you identify areas or topics in need of attention or improvement? Related to that, what are the weaknesses or greatest needs for Oakbrook Terrace? Challenges?
5. What are or *should be* the top priorities for Oakbrook Terrace over the next three to five years?
6. If you could change or initiate one key item or thing about Oakbrook Terrace, what would it be?

Overall Themes Based on All Focus Group Feedback

COMMUNICATION AND OUTREACH

- Increased communication and outreach from elected officials and city government to residents in their wards.
 - Include a boundary map of Oakbrook Terrace in Terrace Leaves newsletter
- Better communication with the business community – learn what their goals are, possibly establish a business commission.
- Utilize the city's large volunteer base to engage younger residents.
 - Communicate with volunteers more than only mailing them a form letter invitation
- Promote pride in the community by continuing to improve the city's image and creating a new chapter.
 - Focus group suggestion, city gets its own zip code
- Continuous internal communication to strengthen and build interdepartmental relationships.
 - Clearly define job roles
 - Increase efficiency in training and cross-training
- Strengthen the city's connection with the school district and the park district.
 - Possibly create an intergovernmental taskforce
 - Collaborate, communicate, coordinate upcoming events and marketing

IMPROVE CONNECTIVITY AND ADDRESS TRAFFIC FLOW CHALLENGES

- Keep and reinforce safety.
 - Lessen the opportunities for cut-through traffic
 - Re-addition of Red Light Cameras to increase safety
 - Create safer entrances and exits to the city for inbound and outbound traffic along Summit Avenue and Butterfield Road
- Improve walkability and connectivity.
 - Increase the number of sidewalks along busy streets
 - Create walking paths to schools
- Annex and incorporate the unincorporated areas.
 - Reexamine/reconfigure the city's boundary lines and annexation of the highlands
- Make improvements to the city's mass transit options.
 - Possibly the addition of shuttles, commuter line, additional transportation options

ORGANIZATIONAL EVALUATION AND ADVANCEMENT

- Introduce and improve good governance controls (a system of checks and balances).
- Evaluate compensation packages at regular intervals.
- Increase manpower to ensure staffing levels are adequate.
- Maintain up-to-date technology to improve efficiency.
- Maintain financial stability.
 - Identify long-term revenue streams
- Evaluate infrastructure needs within the city.
 - Focus group suggestion: city provides water to the Berkshire subdivision

Appendix B: Surrender or Lead Exercise Responses

The **bolded** and underlined sections are key phrases that each group provided in response to the Surrender or Lead exercise's open-ended questions and prompts during the leadership workshop.

Group 1:

1. We want to encourage economic growth, but maintain strong sense of community identity.
2. The two most important things to focus on are maintaining existing revenue streams and creating new revenue streams through economic development because it continues to make Oak Brook Terrace a great place to live, work and play.
3. If it weren't for the dedicated staff and public officials, we wouldn't be able to meet any of our goals.
4. We need to finally improve Summit Avenue corridor through targeted development.
5. Loss of any significant revenue streams will have the biggest impact on the city in the coming two to three years.

Group 2:

1. We want to create a unique city center, but landlocked and location, need to raise money and develop.
2. The two most important things to focus on are communications and knowledge and changing technology because we can't accomplish our goals of to grow, thrive and care for our residents.
3. If it weren't for a diverse business community mix, we would not be fiscally solvent.
4. We need to finally develop a proactive approach to the development and implementation of City goals and the development of strong leaders.
5. Planned development, encompassing revenue, aesthetics, technology, and health and safety will have the biggest impact on the city in the coming two to three years.

Group 3:

1. We want to develop properties, but there are many roadblocks.
2. The two most important things to focus on are public safety and financial security because it is the backbone of a great city.
3. If it weren't for the State of Illinois, we would not have to be so proactive.
4. We need to finally think proactively.
5. The consequences of loving the red light cameras will have the biggest impact on the city in the coming two to three years.

Appendix C: S.W.O.C. Analysis Responses

ENVIRONMENTAL SCANNING PART II – LARGE GROUP S.W.O.C. ANALYSIS

Figure 8. City of Oakbrook Terrace Leadership S.W.O.C. Analysis Responses – Full List
Statements that include an asterisk (*) indicate the idea was repeated or agreed with by other participants.

Internal

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> • City Council is open and approachable • Financial stability <ul style="list-style-type: none"> – Strong reserves • City's central location and close proximity to Chicago • Strong, motivated City Council • Great Police Department • Family-oriented community • Strong sense of community <ul style="list-style-type: none"> – Multi-generational • Lots of community events offered • Partnerships with DuPage Convention and Visitors Bureau (DCVB), Chamber of Commerce • Lots of tourism dollars <ul style="list-style-type: none"> – Hotels, etc. • Being a Home Rule community • Revenue from gambling establishments • Efforts to communicate with the community have improved 	<ul style="list-style-type: none"> • Challenging to diversify communication and expand communication avenues • Oakbrook Terrace is a landlocked community • Slow development of water infrastructure • Community's lack of trust in government • Community events mostly hosted on the east side of town • Internal communications can improve <ul style="list-style-type: none"> – Leadership's engagement and collaboration with one another • Lack of subcommittees <ul style="list-style-type: none"> – Need to empower outside ideas and teamwork

External

OPPORTUNITIES	CHALLENGES
<ul style="list-style-type: none"> • Willing, engaged residents and leadership • Communication improvements <ul style="list-style-type: none"> – Internal and external • Building relationships with the business community • Evaluate the community and business needs <ul style="list-style-type: none"> – Identify opportunities to improve partnerships*, read the pulse of the community, keep the businesses involved* • Coaching and mentoring • Underdeveloped areas of the city • Vacant office space • Redevelopment of Summit Avenue corridor • Continue street and sewer curbs projects • Seek out grants • Engaging community members • Building staffing up, increasing recruitment and retention efforts • Tourism dollars – work with the hotels in the area 	<ul style="list-style-type: none"> • Communication with many different stakeholders via many different avenues • Public perception based on past practices of previous administrations, want to “turn the page.” • Empowering the community by offering opportunities to lead subcommittees <ul style="list-style-type: none"> – Need resources for educating, mentoring • Employee recruitment and retention* • IDOT • Working with the City of Oak Brook • Aldermen finding opportunities to meet with constituents to address concerns or issues • Aging infrastructure • Establishing a relationship with State representatives • Securing grant funding • Learning to be proactive instead of reactive • Bringing better water infrastructure to Berkshire subdivision • Maintaining sales tax revenue and home rule taxes • Perception and optics of freestanding gambling – not a dependable source of revenue • Establishing new revenue sources • Loss of the 2.5mm red light cameras • Polarization of some neighborhoods

Appendix D: Strategic Priority Areas

PROACTIVE COMMUNITY AND ECONOMIC DEVELOPMENT

The City of Oakbrook Terrace's central location lends itself to a bustling business district and a revitalized shopping district. Focusing on the revitalization and reconstruction of these key areas will be key to achieving the city's economic development goals, including the commitment to assisting existing businesses and recruiting new businesses that will complement and diversify the city's business mix. The city can focus on areas of growth and expansion by employing tools that will retain and attract businesses. Increased tourism and enhanced quality of life can also be achieved as outcomes of successful business and economic growth.

Proactive Community and Economic Development-related goals from the leadership workshop (short- and long-term):

- Continue to invest in capital improvements/projects by building water infrastructure through the business and residential sectors.
- Improve connectivity and walkability helping to ensure public safety.
 - Develop a plan to restrict traffic flow through residential areas
 - Improve walkability throughout the city, including business sectors and residential communities
- Develop a formal plan/policy for how to regulate video gambling and gaming in the community.
- Create development/beautification plans for each business corridor within city limits.
- Proactively enhance current revenue streams and continuously evaluate new revenue and economic development opportunities.
 - Investigate grant funding opportunities
 - Explore redevelopment opportunities for buildings with high-vacancy rates
 - Build relationships with the business community
 - Focus on tourism dollars from the hotels in the area
- Implement strategies identified in the development/beautification plans for each business corridor within city limits.
- Focus on larger-scale projects such as annexation and development of the city's open lands.
 - Consider the Robinette property as a waterpark for youth, develop the Krilich and Hur properties

Proactive Community and Economic Development-aligning comments from the stakeholder focus group sessions:

- ❖ Evaluate infrastructure needs in the city, including beautification efforts.
 - The city possibly provides water for the Berkshire subdivision
 - Beautify the entrances to Oakbrook Terrace so visitors know they are in Oakbrook Terrace
- ❖ Continue to reinforce safety.
 - Address traffic flow challenges by increasing the number of sidewalks
 - Lessen the opportunities for cut-through traffic
 - Red light cameras return to increase safety
 - Safer entrances/exits to the city for inbound and outbound traffic
 - Summit Avenue and Butterfield Road
- ❖ Annex and incorporate the unincorporated areas.
 - Reexamine/reconfigure the city's boundary lines and annexation of the highlands

- Oakbrook Terrace is currently landlocked, could increase useable space
- ❖ Establish or build a community/recreation center that is a one-stop-shop for recreation.
- ❖ Hope the city's established businesses remain and Oakbrook Terrace maintains its lively business community.

COMMUNITY ENGAGEMENT AND OUTREACH

One challenge for community leadership and staff is to have meaningful engagement and communication with the many different stakeholders they represent. Whether it is listening to the needs of residents and businesses, sharing a cohesive message, improving the city's image, or ensuring up-to-date information is available to stakeholders via multiple avenues, engagement is a high priority for city staff and elected officials. Understanding and sharing what makes Oakbrook Terrace unique to current and potential residents, businesses, and tourists is an important component of marketing and branding the community, thus achieving a more united Oakbrook Terrace.

Community Engagement and Outreach-related goals from the leadership workshop (short- and long-term):

- Create networking opportunities for intergovernmental partners in the city and surrounding communities.
- Improve outreach and external communications by providing more involvement opportunities for the community.
 - Increase community engagement through special events, programs, and the development of City Council subcommittees
 - Evaluate and/or increase communication avenues to ensure residents have up to date information and a cohesive message from the city
- Provide opportunities for the business community to meet regularly possibly in partnership with the Chamber.
- Create a unique city center/downtown area to unite the community.

Community Engagement and Outreach-aligning comments from the stakeholder focus group sessions:

- ❖ Strengthen the city's connection with intergovernmental partners, school district and park district.
 - Explore creating an intergovernmental taskforce
- ❖ Better engagement with the business community – learn what their goals are, establish a business commission.
- ❖ Increased communication and outreach from elected officials and city government to residents in their wards.
 - Meet with residents in your ward to gather feedback, address challenges
 - Private communities have a difficult time connecting to the rest of the community
 - E.g., Berkshire subdivision, apartment complexes
- ❖ Utilize the city's large volunteer base to engage younger residents.
 - Communicate with them in a different way than simply mailing them a form letter invitation
- ❖ Promote pride in the community by continuing to improve the city's image and creating a new chapter.

ORGANIZATIONAL ADVANCEMENT

To sustain or advance the quality of services the city provides, it is important to address organizational needs. These needs may range from infrastructure, workforce, and staffing to technology and software which help the city stay current and serve its residents and businesses efficiently. Evaluating recommendations of the strategic planning process can help the city assess these areas on a consistent basis. As the demographics shift and change, it will be imperative for leadership to evaluate needed policy and community implications and proactively plan for the future.

Organizational Advancement-related goals from the leadership workshop (short- and long-term):

- Develop a formal succession plan for the city to help maintain staffing and reduce turnover.
 - Cross-training and mentorship to create efficiency and strong leadership skills
 - Share pathways for growth, promotion, and leadership
- Increase Police Department staffing and resources.
 - Consider additional staff for the Detective Division
 - More funding for training, live-feed cameras in schools (possibly grant funding available)
- Support employee retention and recruitment initiatives.
 - Pathways for part-time staff to become full-time staff
 - Improved internal communication between all city staff
 - More defined job roles and duties
- Expand technological capabilities and efficiency by investing in information technology infrastructure.
- Explore the creation of one park district in Oakbrook Terrace.

Organizational Advancement-aligning comments from the stakeholder focus group sessions:

- ❖ Introduce/improve good governance controls (a system of checks and balances)
- ❖ Evaluate compensation packages for staff on regular intervals
- ❖ Increase manpower to ensure staffing is adequate and burnout is decreased
 - Consider hiring interns for part-time help (currently working with skeleton crews)
- ❖ Maintain up-to-date technology and improve efficiency
- ❖ Improve internal communication to strengthen relationships
 - E.g., clearly define job roles and increase training/cross-training
- ❖ Develop a succession plan
 - Training and cross-training improves
 - Development of a training manual/handbook ensures continuity of services, knowledge
- ❖ Strengthen the city's connection with partners within the city and in surrounding communities
 - Collaboration, communication, coordination of upcoming events, marketing
 - More cooperation with surrounding areas such as Oak Brook

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Interdepartmental Memo

To: Mayor and City Council
Jim Ritz, City Administrator

From: Melissa Headley, AICP
Director of Community Development

Re: Letter of Recommendation
Comprehensive Plan Update
City Council Meeting: November 12, 2024

Date: November 8, 2024

REQUEST:

Mayor and City Council to direct the City Attorney to prepare an ordinance.

BACKGROUND:

A public hearing was held before the Planning and Zoning Commission on October 29, 2024, to consider a new Comprehensive Plan for the City of Oakbrook Terrace and take public comment concerning the proposed Comprehensive Plan.

Mim Evans of Northern Illinois University's Center for Governmental Studies began the presentation. She covered the following topics:

- Purpose of the Comprehensive Plan Update
- Plan Preparation Process
- Community Input Process
- Vision Statement
- Policy Framework
- Goals

Todd Vanadilok from Egret + Ox Planning discussed:

- Future Land Use Map
- Community Facilities & Assets Map
- Implementation Plan
- Next Steps

COMMISSIONER QUESTIONS & DISCUSSION:

The Planning and Zoning Commission expressed general support for the proposed plan, offering the following feedback:

- Commissioner Cavalieri recommended:
 - Upgrading Objective 4.5, which aims to enhance the trail network, from a low to a medium priority, citing the trail system's significant value to the community.
 - Increasing the priority of Objective 5.6 on improving air quality from low to medium, noting that while solutions may not yet be available, proactive planning could be beneficial.
 - Adding an objective to mitigate roadway noise (e.g., through sound walls or landscaping).
 - Elevating Objective 6.2, focused on reducing crime through environmental design, from medium to high priority.
 - He noted that as we choose our future growth scenarios we should be mindful of the impact on community facilities to ensure resources meet increased demands.
 - Including an objective to address the rise in renter-occupied housing, which grew from 50% to 72% between 2012 and 2022.
 - Adding an objective for sidewalk installations, as supported by survey feedback.
- Commissioner Jackson inquired about the Commission's role in the plan's adoption, questioning if their responsibilities differ from those of city residents. Staff clarified that the Commission's role is to review the plan, provide feedback, and make a recommendation to City Council. Future zoning relief recommendations should align with the Comprehensive Plan's vision. Staff assured that the City Council will review the minutes and consider the Commission's feedback when modifying or approving the document.
- Vice Chairperson Ventura had no comments or concerns.
- Commissioner Donoval asked what we will accomplish with this plan. Consultant Todd Vanadilok explained that the plan serves as a guide for officials and the Commission in evaluating project proposals. He noted that the Future Land Use Map informs the Zoning Code, which is typically updated after the adoption of the Comprehensive Plan. The zoning code would be enforceable.
- Commissioner Berkshire shared her experience on the task force, emphasizing the diversity of perspectives represented and the challenge of prioritizing objectives within resource constraints. She said that it was a good working group and she liked how the team pulled it together.
- Chairperson Freda questioned the accuracy of the 72% renter occupancy statistic. She also recommended adding redevelopment of Summit Avenue as an objective and identifying the Thornton's site on Roosevelt Road as a development opportunity in the plan.

PUBLIC COMMENT:

There was one member of the public in attendance, but they did not make any comments. No written comments were received prior to the public hearing.

COMMISSION RECOMMENDATION:

The Commission reviewed the petition and recommended approval of the comprehensive plan. The motion passed with a 6-0 vote.

CITY COUNCIL FEEDBACK:

Based on the feedback from the Commission, the following changes have been made to the draft document:

- Page 12: Switched Objective 4.5 (trails) from Low to Medium priority (also made corresponding change in Implementation Plan)
- Page 13: Switched Objective 5.6 (air quality) from Low to Medium priority and added "reduce road noise" (also made corresponding change in Implementation Plan)
- Page 13: Switched Objective 6.2 (environmental design) from Medium to High priority (also made corresponding change in Implementation Plan)
- Page 26: Added Summit Avenue corridor to Opportunity Sites Map

Staff is requesting feedback on the following items that the Planning & Zoning Commission recommended:

- Should an objective be added to mitigate roadway noise (e.g., through sound walls or landscaping)?
- Should an objective be added to address the rise in renter-occupied housing?
- Should the Thornton's site on Roosevelt Road be added to the development sites map?
- Should an objective be added to install sidewalks?



2024 COMPREHENSIVE PLAN

DRAFT REVIEW PURPOSES ONLY
Last Revised: October 30, 2024

ACKNOWLEDGMENTS

Mayor

Paul Esposito

City Clerk

Michael Shadley

City Council

Charlie Barbari, Ward 1
Joseph Beckwith, Ward 1
Frank Vlach, Ward 2
Dennis Greco, Ward 2
Bob Rada, Ward 3
Mary Fitzgerald, Ward 3

Planning & Zoning Commission

Peggy Walberg, Chair
Patricia Freda, Vice Chair
Nicole Berkshire
Jan Donoval
Douglas Jackson
Michael Sarallo
Ann Ventura

City Staff

Jim Ritz, City Administrator
Amy Raffel, Assistant to the Mayor and City Administrator
Melissa Headley, Community Development Director

Comprehensive Plan Task Force

Ave Marie Berkshire
Nicole Berkshire
Kurtis Blasius
Miguel Angel Cortes
Michael Dziallo
Nancy Horn
Carlos Kellenberger
Jessica Lindeen
Kristen Wright

Planning Consultants

Northern Illinois University Center for Governmental Studies
Egret & Ox Planning, LLC

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CHAPTER 1

INTRODUCTION

Oakbrook Terrace, Illinois, is a mature community located in DuPage County. The area has a strong commercial base and transportation connections to the surrounding Chicago metropolitan area. The community is now considering how to use the remaining vacant or large redevelopment sites to best meet resident and business needs. A new comprehensive plan will guide the city's decisions as it navigates opportunities and challenges. The 2024 Oakbrook Terrace Comprehensive Plan is based on the input of city officials, city staff, residents, and other stakeholders providing their thoughts and expertise to advance the community's future. The plan is designed to assist Oakbrook Terrace in maintaining its residential and commercial base and providing opportunities for compatible development over the next 20 years.

PLAN OVERVIEW

Serving as a guide for future development, a comprehensive plan expresses the aspirations of residents and informs potential developers, businesses, and others regarding the types of uses and development suitable for Oakbrook Terrace. The plan helps to shape how development proposals best fit the city's vision.

A comprehensive plan is a process as much as a document. Creating a comprehensive plan is an opportunity for city officials, residents, businesses, and other stakeholders to think about what they would like the future of the community to be and share those ideas with each other. As described on the next page, a variety of community engagement activities enabled the community to contribute to defining this vision for Oakbrook Terrace.

The plan focuses on the interrelationship between a range of community topics, including land use, economic development, housing, access and mobility, community facilities and assets, environmental sustainability,

community design, infrastructure, and communications. While this plan is presented as a final document, it should not be viewed as permanent but as a dynamic guide for regular city use. The 2024 Oakbrook Terrace Comprehensive Plan will guide city officials in decision making, particularly in the review of proposed developments and allocation of resources for municipal projects and community improvements.

The plan includes recommendations for implementation, including strategies, suggested projects, and potential resources that will help guide the city as it works towards achieving the vision and goals defined in this document.

The 2024 Oakbrook Terrace Comprehensive Plan recognizes the community's expectations for maintaining its high quality of life and strengthening its commercial base. This includes reimagining of spaces that generates a balanced mix of uses that meet the evolving needs and expectations of residents, businesses, and future investment.



PLAN ORGANIZATION

The 2024 Comprehensive Plan is organized into the chapters listed below. Numerous maps, including the Future Land Use Plan, can be found in the document. Survey findings and other information are in the Appendix.

- Community Profile
- Community Framework
- City Plan
- Implementation

CONCURRENT
COMPREHENSIVE
& STRATEGIC
PLANNING
PROCESSES

The city developed the **Comprehensive Plan** and a **Strategic Plan** concurrently. By completing the two plans at the same time, each plan benefited from additional information that would not have been included in just a comprehensive or strategic planning process. Interviews, focus groups, workshops, surveys, online comments, and task force meetings generated a rich mix of input shared across meetings, presentations, and conversations. In addition to the two plans sharing this common base of information, the goals and objectives in each plan are cross referenced where a direct relationship exists. This will enable the city and public to easily move between plans and develop a coordinated approach to decision making.



PLANNING PROCESS

The comprehensive planning process included a variety of engagement tools to ensure the Oakbrook Terrace community had opportunities to share their thoughts, ideas, and concerns. Community members were able to participate in resident and business surveys, share comments on a dedicated project website, and post comments on an interactive web-based Comment Map. They also provided feedback on the plan during an open house and a public hearing conducted by the Planning and Zoning Commission and discussion with the City Council.

In addition, a Comprehensive Plan Task Force made up of a cross section of residents, business owners, and community leaders met periodically throughout the planning process to review findings, develop the vision, goals, and objectives, and share their expertise and experiences in Oakbrook Terrace.

Overall, community input helped mold the elements that comprise the 2024 Comprehensive Plan.

PLAN UPDATES

The 2024 Comprehensive Plan should be reviewed regularly, typically every five years, to ensure that it still reflects the interests and features of the community and surrounding area. Additionally, the plan can be modified at any time through Planning and Zoning Commission review at a public hearing and final approval by the City Council.

PROJECT PHASES



Inventory & Data Collection

Compilation, review, and analysis of community information to understand the aspects that make up Oakbrook Terrace today and elements to address regarding future growth and development.



Community Input

A multi-pronged outreach process to engage community members to collect their thoughts and ideas to shape town planning strategies.



Task Force Work Sessions

Series of work sessions with the project Task Force to develop draft elements of the Comprehensive Plan including a community vision, goals and objectives, a future land use plan, and other plan elements that will help guide the city with growth management and sustainable development.



Document Preparation

Synthesis of data analysis, community input, and long-range visioning to prepare the draft Strategic Plan and Comprehensive Plan.



Final Review & Adoption

Presentation of final Comprehensive Plan to city officials and the public for final review and adoption.

PROJECT WEBSITE



Welcome to the project website for the City of Oakbrook Terrace's process to prepare its Strategic Plan and update its Comprehensive Plan. The City's current Comprehensive Plan was last updated in 2007. This is a key opportunity to prepare all three planning elements simultaneously to ensure their vision, goals, and strategies are aligned with current City values and aspirations for growth, development, and services in Oakbrook Terrace.

Multiple Ways to Participate

The project will provide for a variety of methods, both in-person and virtually, for community members to share their thoughts and ideas regarding future growth and development in the City of Oakbrook Terrace. We invite you to check out the different options to have your voice heard. Your feedback will help shape the planning documents.



Comment Map

Project Updates

Tue. November 28, 2023

Business Survey

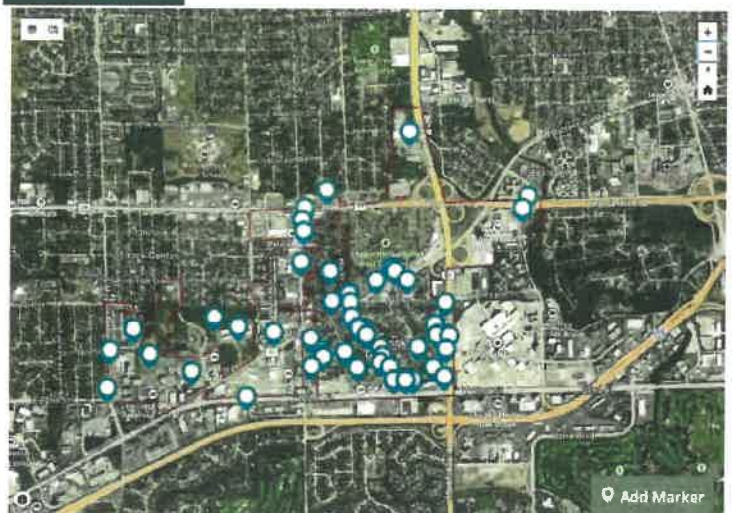
The business survey is closed. Thank you to all who participated. Your input will help form economic development strategies for the Comprehensive Plan.

Thu. August 17, 2023

Community Survey

The community survey is now closed. Thank you to all who participated. Your input will help shape the goals, objectives, and strategies for the Comprehensive Plan.

COMMENT MAP



CHAPTER 2

COMMUNITY PROFILE

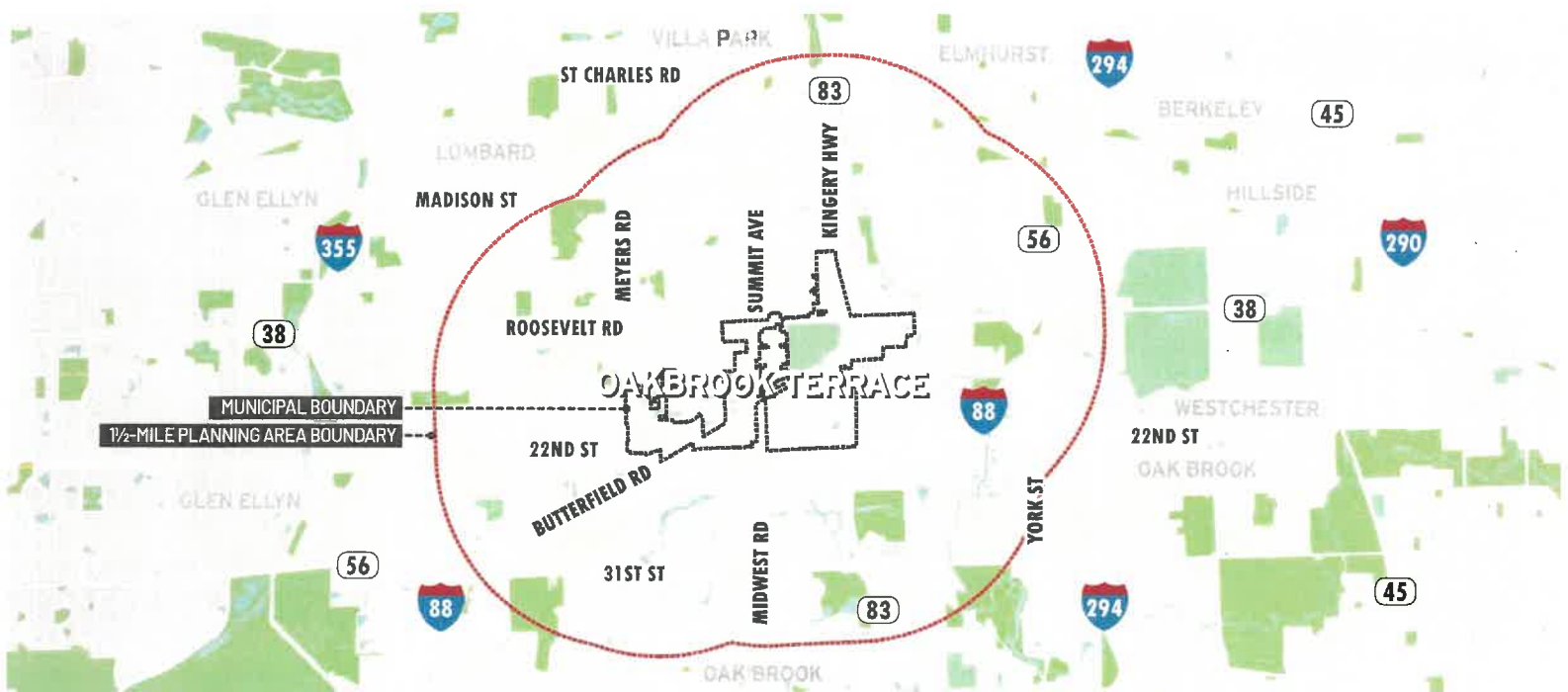
Oakbrook Terrace is generally located in the eastern section of DuPage County with superior regional access via, I-355 to the west, I-88 to the south, and I-290/I-294 to the east. Additional regional access is provided by IL Route 38/Roosevelt Road, IL Route 83/Kingery Highway, and IL Route 56/Butterfield Road. This regional accessibility is illustrated in the location map in Figure 2.1.

While the general planning area for a community is defined by a 1½-mile radius around the current municipal boundary, Oakbrook Terrace is mostly landlocked by neighboring municipalities, including Villa Park to the north, Elmhurst to the northeast, Oakbrook to the east and south, and Lombard to the west. The intersection of these adjacent municipalities within Oakbrook Terrace's 1½-mile planning area is taken into account in the city's future land use planning.

The excellent regional access has enabled this part of DuPage County to grow as a major economic development center rich with retail businesses, restaurants, offices, industrial spaces, and other uses generating goods, services, and jobs to the region. This abundance of economic opportunities has impacted residential growth and stability in the region, including the relatively small residential base in Oakbrook Terrace.

The state of housing, commerce, and offices continues to evolve over time, particularly in the past few years coming out of the COVID-19 pandemic. The goals, objectives, and strategies outlined in this 2024 Comprehensive Plan have a specific intent to address how Oakbrook Terrace should respond to these changes in residential, commercial, and industrial development to bring stability to the community and introduce new opportunities that bring more vitality to Oakbrook Terrace. This long-range planning includes opportunities for current Oakbrook Terrace residents, businesses, and employers, as well as new ones to attract in the future.

FIGURE 2.1
LOCATION MAP



EXISTING LAND USE

The current land use mix in Oakbrook Terrace has historically been influenced by the city's road network that provides excellent access to three interstates and two state highways. This has produced a unique land use mix with retail, office, and industrial uses indicative of major transportation corridors, along with a few distinct sections of residential and public/civic uses with limited parks and open space.

As summarized in the land use pie chart and Existing Land Use Map provided in Figures 2.2 and 2.3, respectively, the city's existing land use composition provides a solid foundation to plan for future growth and development. These two figures represent existing land use within current city limits only.

A majority (76.1%) of existing land use in Oakbrook Terrace is devoted to residential uses, including most (62.1%) classified as single family detached residential. Multi family residential represents 14.0%, which is fairly substantial compared to other communities. These residential figures do not account for recent townhome and apartment development around Renaissance Boulevard.

The residential land use composition both within city limits and in adjacent unincorporated areas highlights the

increasing diversity of Oakbrook Terrace's housing stock. There are opportunities to further enhance this housing diversity to meet different housing needs, budgets, and life stages.

Commercial and industrial uses make up 17.3% of existing land use, with offices taking up 13.6%. As the third largest land use, office uses in Oakbrook Terrace is reflective of the significant office market in eastern DuPage County.

Commercial uses like shops, services, and restaurants comprise 3.7% of current land use. These uses are primarily located along major road corridors like Roosevelt Road, Summit Avenue, Butterfield Road, and 22nd Street. Light industrial comprises

0.6%, primarily concentrated in the Robinette property located northwest of the Kingery Highway/Roosevelt Road interchange.

Public and institutional uses comprise 4.0% of current land use, including 3.4% religious institutions (a church and large cemetery), 0.3% schools, 0.2% government, and 0.1% institutional (primarily Salvation Army property).

Parks and open space make up 0.8%, including multiple parks, a trail greenway, and general open space throughout the community. About 1.1% of land is considered vacant, which provides opportunities for future development, as described in the City Plan in Chapter 4.

FIGURE 2.2
EXISTING LAND USE COMPOSITION

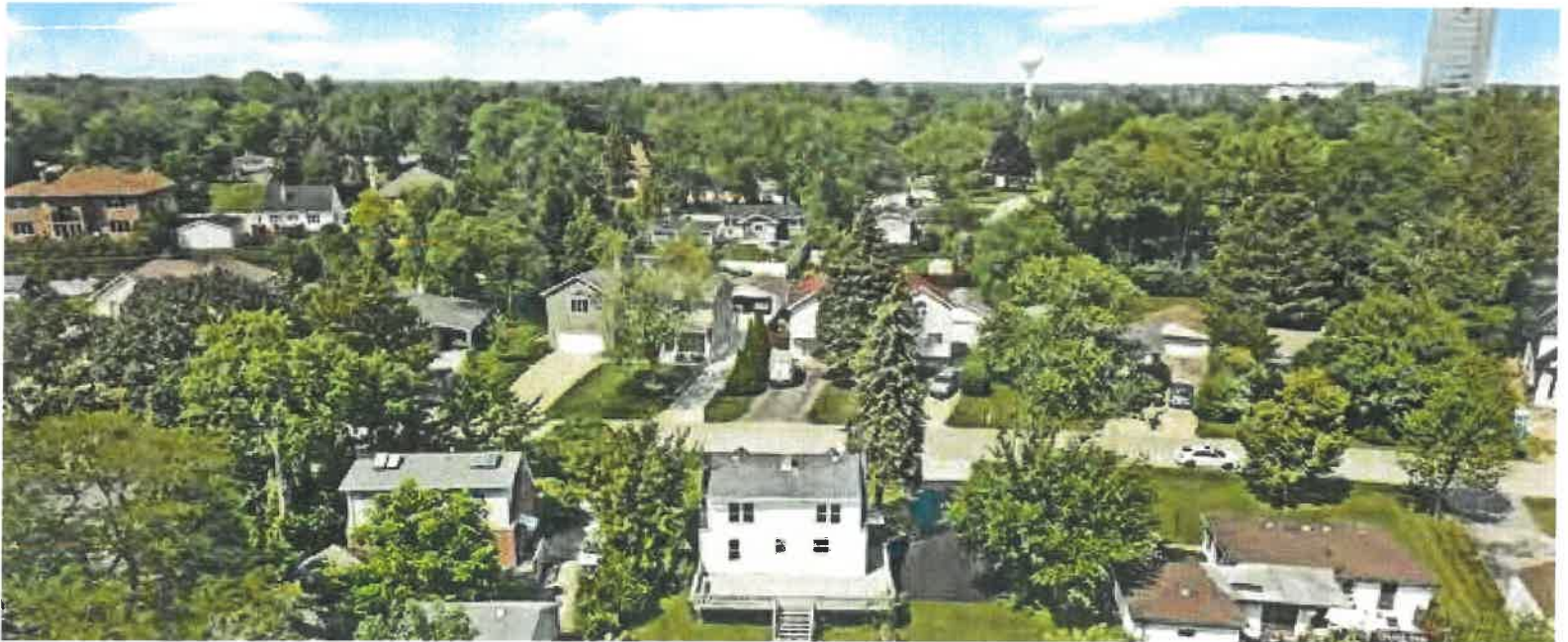
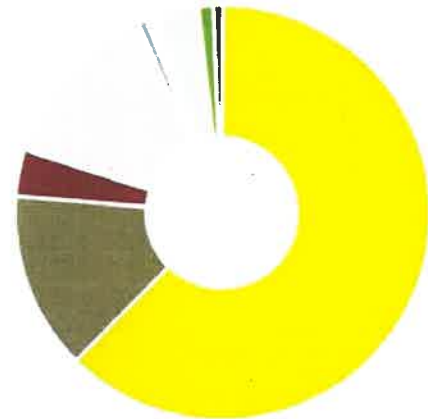
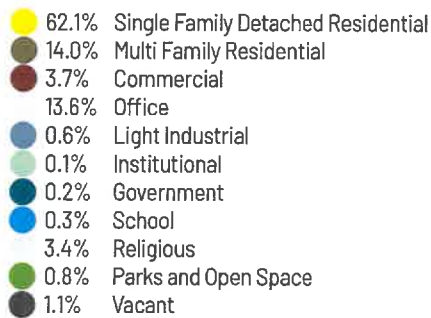
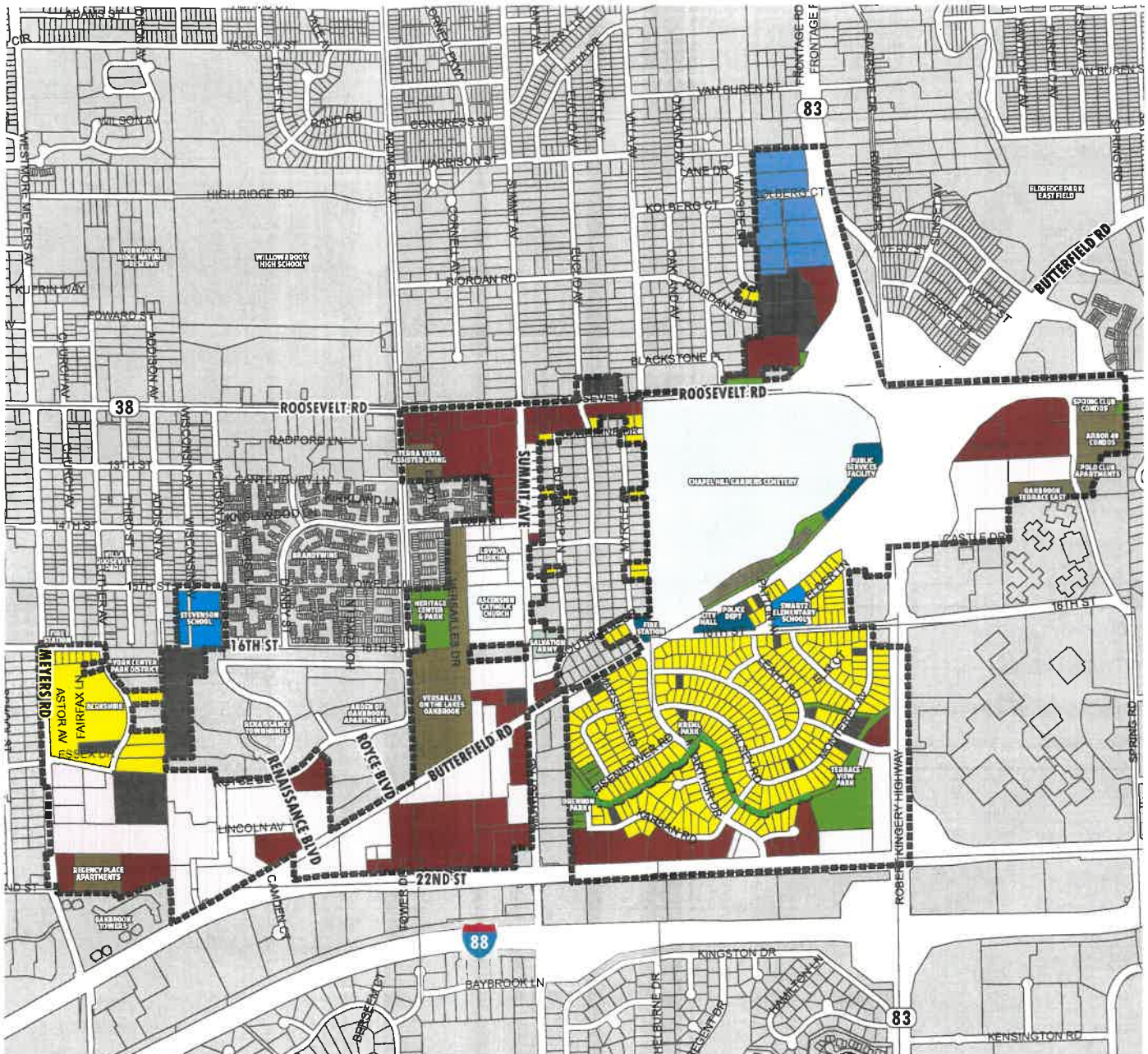


FIGURE 2.3
EXISTING LAND USE MAP



LEGEND

- Single Family Detached Residential
- Multi Family Residential
- Commercial
- Office
- Light Industrial
- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Vacant
- Municipal Boundary



AARP LIVABILITY INDEX

AARP's Livability Index can be used to get a sense of overall conditions in a community, particularly how it compares to national conditions and other communities. Scores range from 0-100 with 50 being the median score nationwide.

As can be seen below, Oakbrook Terrace has an overall score of 57, above the national median. The city scores at the median or higher in all categories except housing. The lower housing score is based on higher costs and a lower percentage of units that are easily accessible for lesser able and elderly persons. The city's high health score is based on many factors including access to exercise opportunities and several health factors that may reflect the younger age profile of the residents.

When Oakbrook Terrace is compared to neighboring Villa Park, its overall score is slightly lower but the general pattern of strengths and weaknesses remains the same.



AARP LIVABILITY INDEX | GREAT NEIGHBORHOODS FOR ALL AGES

How livable is your community?

The AARP Livability Index scores neighborhoods and communities across the U.S. for the services and amenities that impact community members the most.

	Villa Park, Illinois	Oakbrook Terrace, Illinois	2023 Median U.S. City
Overall Score	59	57	50
Housing	41	41	56
Neighborhood	68	66	36
Transportation	58	60	45
Environment	56	50	59
Health	70	72	44
Engagement	41	58	45
Opportunity	58	51	52

COMMUNITY CONDITIONS

The following information provides a snapshot of Oakbrook Terrace's population and housing. This information was considered when developing the goals and objectives in the Comprehensive Plan. They also factored into the development of the Future Land Use Plan.

General Population

The population of Oakbrook Terrace, estimated at 2,695 (U.S. Census American Community Survey (ACS), 2022) has varied over the years, as shown in Figure 2.4. The general trend has been one of modest growth over time with the most recent years remaining stable. As a largely built out municipality, there is little room for new housing that would lead to population growth. However, redevelopment of currently nonresidential sites or annexation offer opportunities for growth.

Race and Ethnicity

Oakbrook Terrace's residents have become more diverse over the past ten years (Figure 2.5). In 2012, Oakbrook Terrace's racial/ethnic profile was similar to DuPage County but with a higher percentage of white alone residents and lower percentage of Hispanic than the county. In 2022, white alone Oakbrook Terrace residents declined from more than three-quarters of the population (78.9%) to just over half (55.8%). The increase came largely in Black/African American alone residents growing from 2.4% to 20.9% over those ten years. The profile of the county changed less and the change was spread across all groups.

FIGURE 2.4
TOTAL POPULATION TREND

Source: U.S. Census, American Community Survey 2010-2022

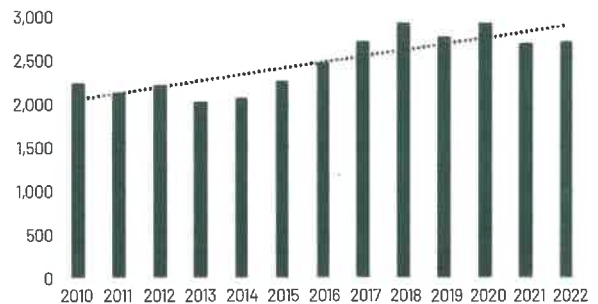
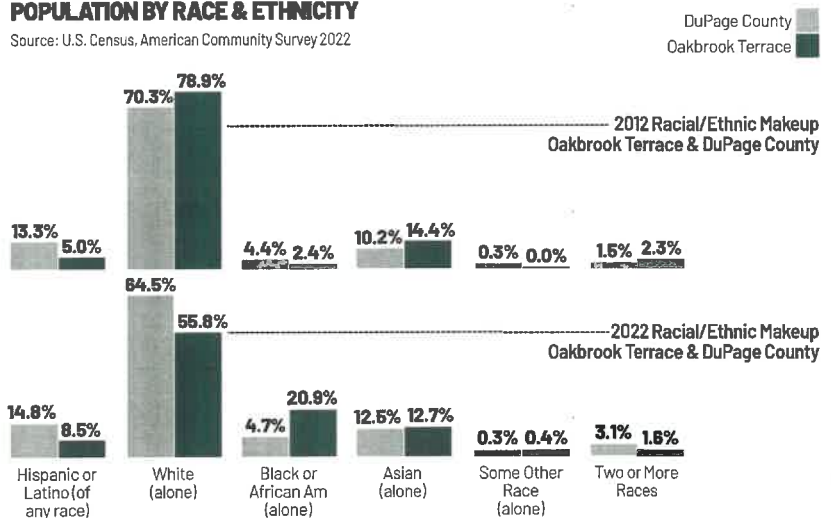


FIGURE 2.5
POPULATION BY RACE & ETHNICITY

Source: U.S. Census, American Community Survey 2022



Age Distribution

Age distribution in Oakbrook Terrace is atypical. As can be seen in Figure 2.6, there are a large percentage of young adults ages 25-44 years and relatively few people in older age groups. This pattern has remained over the past 22 years. This differs from many communities that are seeing an increase in older residents.

The large percentage of young adults in Oakbrook Terrace may result from the type of housing available, largely apartments targeted to this age group (Figure 2.7). In contrast, the smaller percentage of older residents dominate the home ownership category (Figure 2.8).

FIGURE 2.6
AGE DISTRIBUTION

Source: U.S. Census, American Community Survey 2022

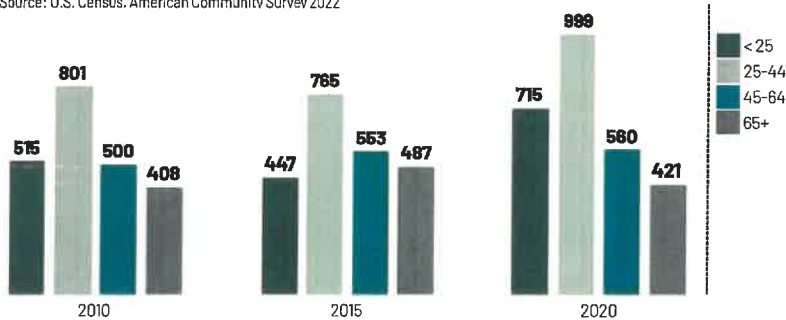


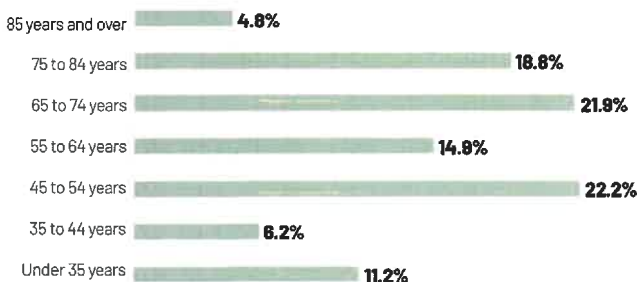
FIGURE 2.7
DISTRIBUTION OF RENTERS BY AGE

Source: U.S. Census, American Community Survey 2022, 5-Year Survey Tables, S2502



FIGURE 2.8
DISTRIBUTION OF HOMEOWNERS BY AGE

Source: U.S. Census, American Community Survey 2022, 5-Year Survey Tables, S2502



AGE FRIENDLY COMMUNITIES

Creating an Age Friendly Community Through Sense of Place

The age distribution of Oakbrook Terrace's residents differs from the Chicago metro area in that it is dominated by young adults and has a relatively small older population. This distribution may be due to the large number of apartments that appeal to the young adult working population.

While the community itself may not seem to need to plan for an aging population, the growing number of older residents in the surrounding area combined with many smaller rental units may make Oakbrook Terrace a viable location for older people in the future. Additionally, while local renters may be young, homeowners tend to be older and these older residents may want to age in place.

Age friendly features may enable Oakbrook Terrace to continue to attract visitors to its entertainment, shopping, and restaurants. Therefore, the city should consider age friendly planning as it thinks about the community's future.

Oakbrook Terrace residents expressed the desire for a sense of place, which typically encompasses a clear identity, physical boundaries separating it from neighboring communities, spaces that encourage engagement, and accessibility.

This Comprehensive Plan further guides the city in that direction. These same principles can provide a structure for creating an age friendly community as described below. These principles can be incorporated into neighborhoods and public spaces throughout the community.

PHYSICAL

Are all areas of the community accessible (an older person can get there)? Do they promote mobility (an older person can maneuver around the location after they get there)? Are older people comfortable (they can stay awhile and do what was intended)?



VALUES

Does the community reflect the values and desires of the older population? Consider public art, businesses of interest, and organizations/institutions of interest and importance.



INTERACTION

Do spaces encourage older people to interact with other members of the community both casually (benches, wide sidewalks, coffee shops and cafes) and programmed (events, classes, activities)?



The high percentage of housing targeted to young adults is likely to perpetuate this age group making up a significant portion of the city's population. Over time, the percentage of renters has increased in Oakbrook Terrace, while remaining stable in DuPage County, as shown in Figure 2.9 and Figure 2.10. This increase is potentially due to a combination of the conversion of owner occupied units into renter occupied units and the construction of additional rental apartments.

FIGURE 2.9
HOUSING OCCUPANCY

Source: U.S. Census, American Community Survey 2022, 5-Year Survey Tables, S2502

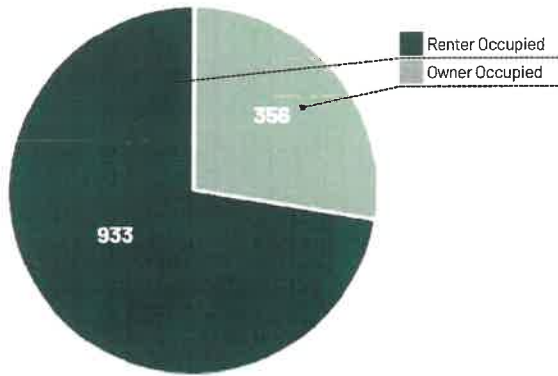
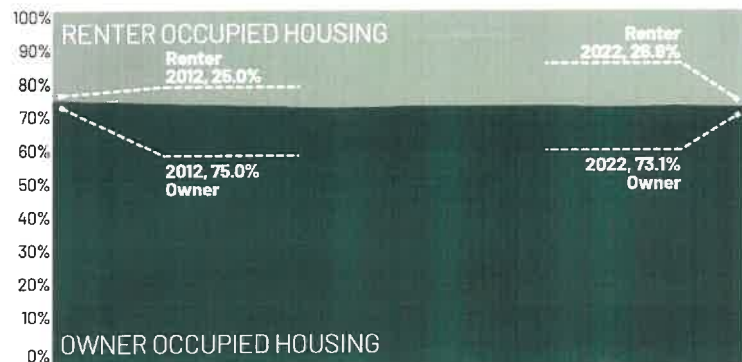
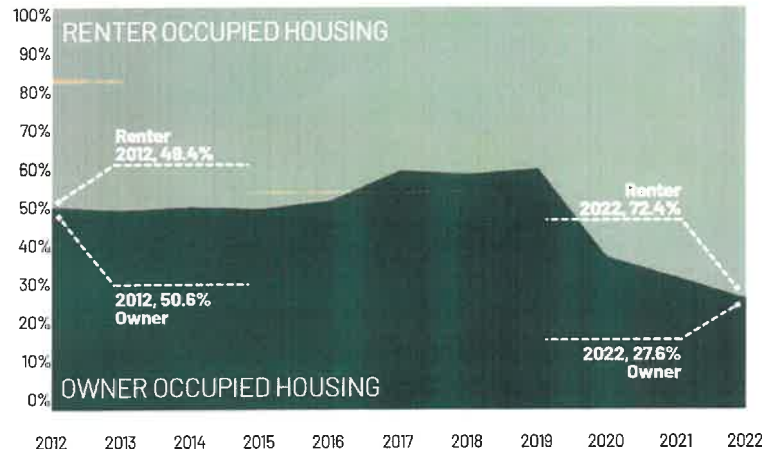


FIGURE 2.10
OWNER/RENTER OCCUPIED HOUSING

Source: U.S. Census, American Community Survey 2022, 5-Year Survey Tables, S2502

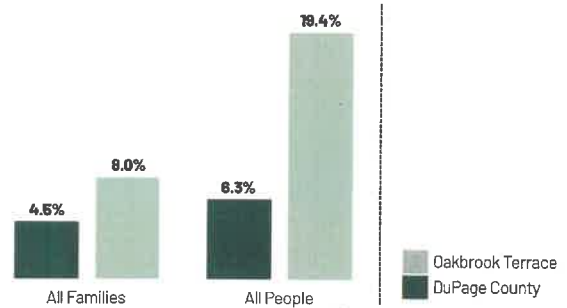


Income

Household income in Oakbrook Terrace tends to be lower than in DuPage County or the Chicago metropolitan area. Oakbrook Terrace has more households in the lowest category and fewer in the higher categories. This may reflect the younger age profile of the residents who may be at earlier stages of their careers. However, the relatively large percentage in the lowest category indicates residents in low paying occupations rather than residents in early stages of ultimately higher paying occupations. This pattern is further illustrated in Figure 2.11, which shows the higher percentage living in poverty in Oakbrook Terrace as compared to the county.

FIGURE 2.11
POPULATION IN POVERTY

Source: U.S. Census, 5-Year Community Surveys, Table DP03



ECONOMIC FACTORS

Oakbrook Terrace has a large supply of nonresidential buildings including office space, retail space, and entertainment. These uses strengthen the tax base of the city and attract workers and visitors. The city is a destination for work for many more people than live here, with 17,498 private sector jobs (U.S. Bureau of Labor Statistics, Q2 2023) vs 2,695 residents (U.S. Census Bureau, American Community Survey 2022). Major nonresidential uses are discussed below.

Office Space

May 2024 CoStar data indicates that Oakbrook Terrace is home to approximately 4,440,538 square feet of office space in 49 buildings, including Oakbrook Terrace Tower which is the tallest building in the Chicago suburbs. Approximately 19.5% or 863,969 square feet are vacant. This is a lower vacancy rate than in the Oakbrook Office Submarket which is at 23.3% (Colliers Chicago Suburban Office Market Report, Q1 2024).

Office space in general has not recovered from the rise in vacancies during the COVID-19 pandemic. It is a positive sign that Oakbrook Terrace is performing better than its submarket, but weakness in the office sector is

something to be aware of as the city plans for future use of existing buildings and development or redevelopment of sites.

Retail Space

The market for retail space is strong with the Chicago area vacancy rate estimated at 4.8% for Q1 2024 (Lee & Associates). As vacancy rates have declined, the amount of space under construction is at a ten year low. Thus, vacancy rates are likely to remain low.

Oakbrook Terrace retail space vacancies are estimated to range from 0.2% to 2.6% depending on the type of retail space (CoStar). This is lower than the already strong greater market area indicating the desirability of Oakbrook Terrace as a retail location

Entertainment

Oakbrook Terrace is home to one of the major live entertainment venues in the suburbs, Drury Lane Theater. The privately owned facility includes a 952 seat auditorium, over 35,000 square feet of event space, and banquet capacity for 1,800. Drury Lane closed in March 2020 due to the pandemic and reopened in September 2021.



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CHAPTER 3

COMMUNITY FRAMEWORK

The community framework provided in this chapter includes a vision statement, goals, and objectives that are intended to guide future growth and development in Oakbrook Terrace. The Comprehensive Plan Task Force helped shape the vision statement, goals, and objectives, particularly defining what the community aspires to be.

As the policy framework graphic on the right illustrates, the goals are achievable outcomes that advance the vision, while the objectives are measurable steps to achieve each of the goals. The objectives also serve as the foundation for the Implementation Plan in Chapter 5, which outlines strategies and projects that city officials and their partners can undertake to achieve its vision.

The Implementation Plan activates the 2024 Oakbrook Terrace Comprehensive Plan, turning it into an actionable document that the city can build around and follow as a community blueprint for years to come.

VISION STATEMENT

Oakbrook Terrace is home to thriving businesses and diverse residents living in friendly walkable neighborhoods. The community continually works to support all ages, abilities and incomes through fiscal management, public services, and partnerships with other governing bodies and organizations. The community is proud of its history, beautiful parks and open spaces, variety of housing, public safety and excellent schools. Oakbrook Terrace welcomes sustainable growth in its business and residential communities.

POLICY FRAMEWORK

Goals and objectives are summarized in this chapter. Strategies for each objective are provided in Chapter 5: Implementation.

GOAL

An achievable outcome that supports a common vision.

» OBJECTIVE

A specific, measurable step to achieve a goal.

» STRATEGY

A project or action to meet the objective.

PRIORITIZING OBJECTIVES

Prioritized objectives guide the city when allocating resources, pursuing grants and funding, budgeting staff time, building community support, and laying the groundwork for subsequent tasks and projects.

The Task Force prioritized the objectives by considering the following factors:

- How achievable is this objective?
- How much positive impact would achieving this objective have on the community?
- How interested is the community in this objective?
- Is funding necessary and if so, is it available?
- Can this objective be achieved quickly, generating additional local interest and momentum?

Based on the goals and objectives outlined in this chapter, each objective was ranked within its goal category rather than across goal categories. The Task Force ranked each objective as high, medium, or lower priority.

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOWER PRIORITY

However, objectives will not always be addressed in priority order if opportunities or obstacles arise that enter into the decision making process. All objectives are still important to achieving the city's vision, regardless of their level of priority.

The prioritized objectives are shown in the following pages.



GOALS & OBJECTIVES**1: Land Use & Development**

GOAL: Oakbrook Terrace's residential, public and commercial areas will complement each other.



#	OBJECTIVE	PRIORITY
1.1	Strive for a balance of uses that considers the needs of employers, employees, residents, and visitors and accounts for public opinion in managing city growth.	● HIGH
1.2	Evaluate potential expansion of city boundaries as annexations are considered.	● HIGH
1.3	Investigate developing a location that serves as a central focus for the community.	● HIGH
1.4	Ensure that the city's Zoning Code aligns with the Comprehensive Plan.	● MEDIUM
1.5	Make information on proposed development easily accessible to the public.	● MEDIUM
1.6	Identify and enhance Oakbrook Terrace's unique assets.	● LOWER

3: Housing

GOAL: Oakbrook Terrace's housing stock will meet the diverse needs of current and potential future residents.



#	OBJECTIVE	PRIORITY
3.1	Plan for housing that accommodates all ages, incomes, and abilities.	● HIGH
3.2	Preserve the community's single-family neighborhoods, constructing additional single-family homes where appropriate.	● HIGH
3.3	Encourage housing that meet the needs and wages of the local workforce.	● MEDIUM
3.4	Support maintenance and renovation of Oakbrook Terrace's existing housing stock.	● MEDIUM
3.5	Consider different housing configurations such as accessory dwelling units (ADUs), 2-4 unit buildings, and townhouses that further enhance the diversity of the housing stock.	● LOWER

2: Economic Development

GOAL: Oakbrook Terrace will have a vibrant, diverse, and growing economy based on supporting existing businesses and industries and attracting new employers.



#	OBJECTIVE	PRIORITY
2.1	Promote existing programs and policies and develop new ones that facilitate business continuation and growth.	● HIGH
2.2	Attract new businesses to the city.	● HIGH
2.3	Position the city so it can adapt to changing needs of business owners, workers, customers, and visitors.	● HIGH
2.4	Support local visitor attractions.	● MEDIUM
2.5	Work with property owners to modernize their sites, including steps like high-speed internet, higher or exposed ceilings, open workspaces for collaboration, and flex spaces built to suit.	● LOWER
2.6	Encourage entrepreneurship within the community.	● LOWER
2.7	Coordinate with property owners to identify ways to reimagine vacant or underutilized office and commercial spaces.	● LOWER

4: Community Facilities & Assets

GOAL: Oakbrook Terrace will grow its network of educational, recreational, and civic facilities to meet the needs and desires of the community.



#	OBJECTIVE	PRIORITY
4.1	Provide equitable geographic distribution of parks and recreation facilities.	● HIGH
4.2	Provide parks and recreation facilities suitable for all age groups and physical abilities.	● HIGH
4.3	Locate community facilities in a central activity center, when possible.	● MEDIUM
4.4	Ensure adequate parking is available for all types of uses and in all areas of the city.	● MEDIUM
4.5	Enhance the local trail network, including connectivity to regional trails and sidewalks.	● MEDIUM
4.6	Increase arts and cultural opportunities for residents and visitors.	● LOWER



GOALS & OBJECTIVES

5: Environmental Sustainability

GOAL: Oakbrook Terrace will encourage practices that protect the environment and promote sustainability.



#	OBJECTIVE	PRIORITY
5.1	Maintain and enhance the city's tree cover.	● HIGH
5.2	Create a Green Oakbrook Terrace program that promotes recycling, energy efficient buildings, water conservation, and other programs that support sustainability.	● HIGH
5.3	Manage stormwater effectively to protect the built and natural environments.	● HIGH
5.4	Include sustainable practices in requirements for new developments.	● HIGH
5.5	Encourage the use of energy sources that are compatible with the community and enhance the local economy.	● MEDIUM
5.6	Improve air quality and reduce road noise in the city.	● MEDIUM

7: Infrastructure

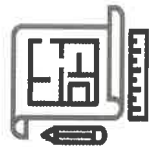
GOAL: Oakbrook Terrace will ensure its infrastructure efficiently meets the needs of the community and serves potential new businesses and residential development.



#	OBJECTIVE	PRIORITY
7.1	Consider ways to increase the efficiency and cost effectiveness of providing utilities and infrastructure.	● HIGH
7.2	Implement effective solutions to deter cut-through traffic through neighborhoods, particularly along MacArthur Drive.	● HIGH
7.3	Monitor utility capacity and quality of utility service throughout the community.	● MEDIUM

6: Community Design

GOAL: Oakbrook Terrace will enhance its sense of community through quality design of the built environment, respect for historic sites, and incorporation of open space and landscaped areas.



#	OBJECTIVE	PRIORITY
6.1	Codify the Comprehensive Plan's community design guidelines into the city's Zoning Code and other relevant ordinances.	● HIGH
6.2	Encourage the use of environmental design to reduce crime.	● HIGH
6.3	Recommend high quality design in public spaces and facilities that reflect the pride of the community.	● MEDIUM
6.4	Create a natural resources inventory with strategies intended to preserve and appropriately integrate environmental elements into community design and development.	● MEDIUM
6.5	Continue to support historic preservation through existing and new efforts.	● MEDIUM

8: Communications

GOAL: Oakbrook Terrace will provide transparent and clear communication between city officials, residents, property owners, businesses, and other community stakeholders.



#	OBJECTIVE	PRIORITY
8.1	Encourage communication between businesses and the community.	● HIGH
8.2	Encourage communication and collaboration among different agencies and organizations serving the community.	● HIGH
8.3	Provide communication options that meet the preferences of residents and businesses.	● MEDIUM
8.4	Improve communications through options such as leveraging the city website, social media, electronic signs, and newsletters.	● MEDIUM
8.5	Strive for membership of city boards, commissions, and committees that represents the diversity of the community.	● LOWER



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CHAPTER 4

CITY PLAN

As the core element of the 2024 Oakbrook Terrace Comprehensive Plan, the City Plan provides recommendations for land use, development, housing, economic development, access and mobility, community facilities and assets, natural resources, utilities, infrastructure, and community design. The City Plan builds upon the community profile and framework in the previous chapters to formulate a blueprint for managed growth and sustainable development in Oakbrook Terrace. As described below, the Future Land Use Plan is the core component of the City Plan.

FUTURE LAND USE PLAN

The Future Land Use Plan positions Oakbrook Terrace to provide a balanced mix of housing choices, strengthen existing business and office uses, and attract new development that is compatible with the community. As the city considers new development and redevelopment opportunities, it is important to maintain the community's expectations for a high quality of life while adding to the housing stock and strengthening the commercial base.

In addition, the Future Land Use Plan provides a measured response to local, regional, and national changes in residential, commercial, and industrial development, particularly in the past few years coming out of the COVID-19 pandemic. The intent

is to bring stability to the housing, commerce, and employment landscape in Oakbrook Terrace. This stability, along with potential opportunities for civic engagement, entertainment, and recreation, will help enhance the community's appeal and vitality for residents, workers, and visitors.

While the city's limited vacant land provides options for new development, redevelopment options could entail reimagining of existing properties that attract new uses and development concepts. Concepts like mixed use town centers and multi-functional office buildings enable the city to meet the evolving needs and expectations of residents, businesses, and future investment.

LAND USE VS ZONING

It is important to note that the Future Land Use Plan is not a zoning map. Zoning regulates specific aspects of development, such as yard dimensions and building height, in addition to the location of certain types of uses within districts. Thus, zoning is a useful tool for protecting the use of property and community character, even if the zoning map does not exactly align with the land use map.

On the other hand, the Future Land Use Plan is intended to guide where certain types of development are to be located and is not intended to restrict the use of land. A land use plan indicates, in a general manner, the location of current and future uses of land for various types of development. It is meant to be a guide for establishing more finely-tuned regulations such as zoning and to guide decision making which may involve public or private investment in property development.

The degree to which a zoning map will conform to a land use map depends on two factors: (1) how finely-tuned the land use map is in terms of dividing land uses into those which conform to districts, and (2) how often the zoning map is amended. Once the updated Comprehensive Plan is approved by city officials, one of the first follow-up tasks is typically to update the city's zoning regulations and map to ensure they align with the land use and development policies outlined in the plan.

Typically, a land use map is changed much less frequently than a zoning map because it is intended to encompass a longer time frame, embody a broad community vision, and provide a more general guide for town growth and development.



LAND USE PLAN

The Future Land Use Plan considers a balanced mix of uses for Oakbrook Terrace, as described below. These broad land use categories are further defined by the development typologies in the following pages.

RESIDENTIAL

Residential uses encompass a diverse set of housing types to provide residents with options that meet varying needs, budgets, and life stages. The housing stock within Oakbrook Terrace's municipal limits and in the immediate vicinity provides a mix of options, including single family detached houses, townhouses, condominiums, apartments, and senior living facilities. Different residential typologies are summarized on the following pages to highlight different housing types that may be appropriate to further expand housing options.



COMMERCIAL

Commercial uses provide retail goods and services with stores, restaurants, and businesses that serve the needs of residents and the daytime population generated by offices and other employment centers. Commercial uses are primarily located along major roadways. Various commercial typologies are summarized on the following pages to show potential businesses and services for Oakbrook Terrace and the region.



EMPLOYMENT GENERATORS

Employment uses provide job opportunities for local residents and job seekers from around the region. Oakbrook Terrace will continue to provide a range of employment generating uses, particularly offices and retail services. These employment generating typologies are summarized on the following pages. Underutilized office spaces also create opportunities to reimagine as mixed use town centers, which are also described in the following pages.



COMMUNITY FACILITIES & ASSETS

These elements provide for a range of public and institutional uses like schools, religious institutions, and municipal facilities that provide services, programs, and opportunities that support day-to-day civic life in Oakbrook Terrace. Other community assets include parks, recreational facilities, open space, and environmental features that help preserve the city's character and natural resources.



MIXED USE

Mixed use development allows for different uses to be located adjacent to each other, whether in a single building as vertical mixed use or a set of adjacent sites as horizontal mixed use. Mixed use is also an effective means to reimagine properties seeking adaptive reuse of vacant or underutilized sites. Several examples are provided in the following pages, particularly highlighting town center concepts that could be explored in Oakbrook Terrace.



Development Patterns

Oakbrook Terrace's development pattern was historically influenced by the highway and arterial road network. This network enabled the growth of commerce and employment both in the city and across eastern DuPage County. Businesses and offices generally built up along Roosevelt Road, Butterfield Road, 22nd Street, and the IL Route 83/Kingery Highway interchange.

Within Oakbrook Terrace's current municipal limits, residential areas are primarily concentrated in two neighborhoods: (1) the main single family neighborhood between Butterfield Road and 22nd Street; and (2) the Berkshire townhouse community on the far west side along Meyers Road. Unincorporated residential areas include: the Brandywine townhouse community along Danby Street; two single family neighborhoods, one east of Meyers Road and the other east of Summit Avenue; Versaille on the Lakes north of Butterfield Road and west of Summit Avenue; Regency Place on Meyers Road; the multi-family complexes on Spring Road; and Oliviabrook on the north side of Butterfield Road across from City Hall.

Future Land Use Plan Map

The chart in Figure 4.1 summarizes the future land use composition, while the map in Figure 4.2 provides the Future Land Use Plan Map. A Future Land Use Plan Map typically exhibits land use designations for land within a municipality's 1½-mile planning area. However, since Oakbrook Terrace is landlocked by other municipalities, the Future Land Use Plan Map only illustrates land use designations within the city's current municipal limits and unincorporated land in close proximity to the city, generally property that may be considered for future annexation or land that provides greater context to the physical character of the community.

It is also important to understand the generalized nature of the map. Given the scale at which municipal comprehensive planning occurs, only broad areas of land use are indicated. Certain exceptions may be appropriate for specific parcels of land. For example, a small home-based office or business in a residential neighborhood may be permitted even though the Future Land Use Plan does not strictly indicate a commercial use in the neighborhood. Such exceptions should be addressed on a case-by-case basis in accordance with the Oakbrook Terrace's Zoning Code.

In addition, new public uses like parks and schools are not specifically shown on the Future Land Use Plan, unless certain land is specifically earmarked for future park or school sites by any of the local park or school districts, respectively, serving Oakbrook Terrace.

FIGURE 4.1

FUTURE LAND USE COMPOSITION

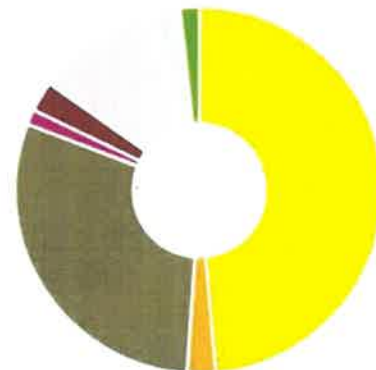
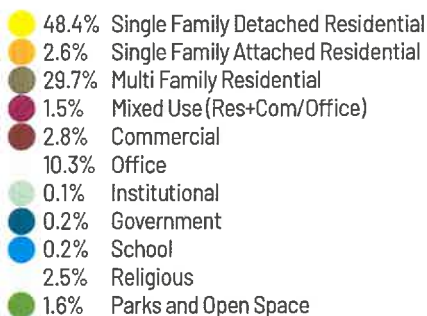
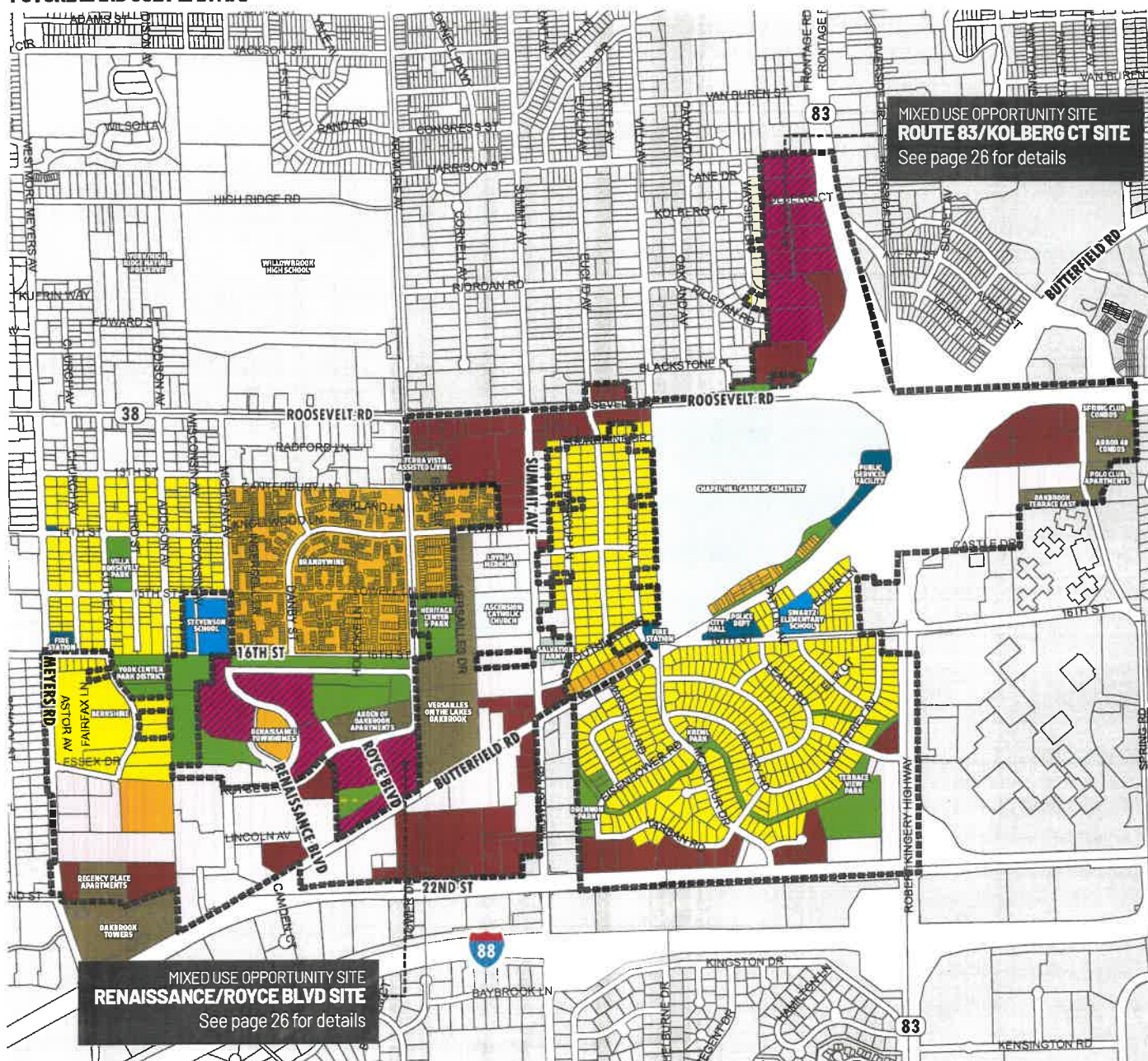


FIGURE 4.2

FUTURE LAND USE PLAN MAP



LEGEND

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential
- Mixed Use [RESIDENTIAL + COMMERCIAL/OFFICE]
- Commercial
- Office
- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary

PREFERRED GROWTH SCENARIO:

Focus growth by (1) building out undeveloped plats and infill parcels, (2) adding new residential development generally west of Ardmore Avenue west parts of town, (3) pursuing potential mixed use town center concepts in two key areas, and (4) considering adaptive reuse to reimagine vacant or underutilized office spaces.

2,751

Oakbrook Terrace's 2022 population, per the U.S. Census ACS 5-Year Estimates

458

New residents added to city's population by building out new residential shown on Future Land Use Plan

3,209

Ultimate population if new residential growth is added to Oakbrook Terrace's 2022 population

16.7%

Population growth as a percentage of Oakbrook Terrace's 2022 population



Impact on City Planning

From a long range planning perspective, the Future Land Use Plan Map illustrates Oakbrook Terrace's growth capacity. The map also serves as a blueprint for land use planning that city officials can reference when proposed developments are considered. The layout of the Future Land Use Plan Map is also influenced by the potential for the city to extend public utilities to new development, including unincorporated land that may be considered for future annexation.

Land Use Scenario Planning

The Task Force reviewed a series of three land use buildout scenarios, as provided in Figure 4.4 (full page maps of the three scenarios are provided in the Appendix). Each scenario illustrates how the buildout of these platted but undeveloped residential parcels can combine with additional residential, commercial, and mixed use development of varying degrees. The three scenarios generate population projections that help to evaluate an appropriate level of growth for Oakbrook Terrace. The section on the next page provides greater detail of how to interpret the population projections and land use buildout depicted on the land use scenario maps.

After discussion of the three scenarios, the Task Force chose to pursue Scenario C as the preferred land use planning scenario with modifications to provide the land use mix and population projection deemed best for Oakbrook Terrace.

Annexation

While Oakbrook Terrace is mostly built out and landlocked by other municipalities on all sides, there are pockets of unincorporated areas that are adjacent to the city. Some of the unincorporated areas are fully developed, primarily as residential

neighborhoods. However, there are some parcels of land that are vacant and unincorporated, which hold the potential for annexation into Oakbrook Terrace.

As the city evaluates opportunities for potential annexations, it should consider the possible impacts on aspects like utilities, school enrollments, park space, and the tax base, where applicable. Annexed properties should also be compatible with the city's character.

Oakbrook Terrace should confer with neighboring municipalities to ensure boundary agreements are honored and/or updated if necessary.



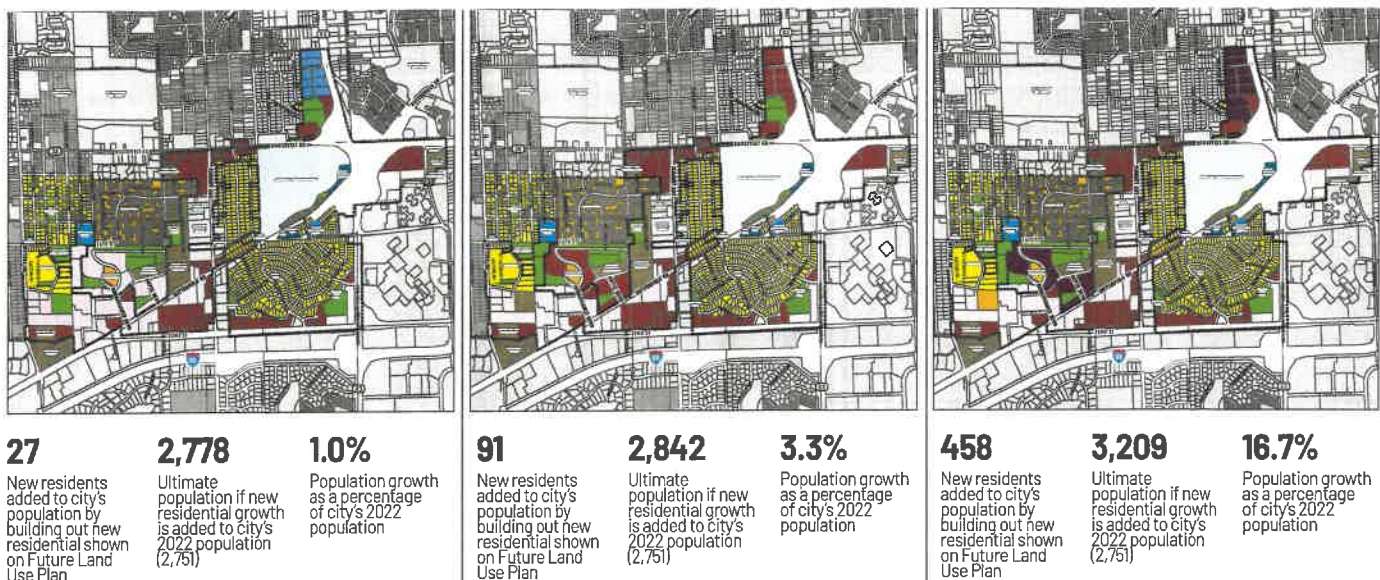
FIGURE 4.3

LAND USE PLANNING GROWTH SCENARIOS

As presented to the Comprehensive Plan Task Force, with minor edits, at their February 26, 2024 meeting

LAND USE PLANNING SCENARIO OPTIONS

WITH MODIFICATIONS [SEE FIGURE 4.2 FOR PREFERRED FUTURE LAND USE PLAN]



Population Projections

Key indicators like population trends, development patterns, housing market conditions, and the economy contribute to the determination of the future trajectory of Oakbrook Terrace's population. The Future Land Use Plan can also contribute to the projection of Oakbrook Terrace's capacity for future growth, particularly as each new development incrementally adds new housing units and increases the city's population as it progresses towards full build out of the plan.

Based on full buildout of the residential areas depicted on the Future Land Use Plan Map, the total population of Oakbrook Terrace could increase from its current population of 2,751 residents to 3,209 residents. This value could be higher or lower, particularly depending on the actual number of housing units that are ultimately added by the three residential land use designations (Single Family Detached, Single Family Attached, and Multi Family) and the Mixed Use designation that would provide for a mix of residential and commercial uses.

As shown in the bar charts in Figure 4.4, this full buildout population is compared to Oakbrook Terrace's historic population growth since 1970, as well as alternate population projections to the year 2040 based on different growth rates and population projections from the Chicago Metropolitan Agency for Planning (CMAP).

In particular, the various growth rates simulate past growth that Oakbrook Terrace has experienced over time. This includes a low growth rate at 20.6% (Oakbrook Terrace's growth rate from 1990-2000), moderate growth rate at 28.9% (2010-2020), and high growth rate at 102.9% (1970-1980).¹

As the bar charts illustrate, Oakbrook Terrace has a wide range of potential outcomes for how its population will grow over time. At one extreme, the city's high growth rate of 102.9%, similar to what Oakbrook Terrace experienced from 1970-1980, would yield about 11,329 residents.² Even at the low growth rate of 20.6% experienced from 1990-2000, the population of 4,002 is still higher than the 3,209 residents in the scenario that the Future Land Use Plan reaches full buildout, which may

take several decades to achieve, even beyond the plan's 2040 time horizon.

As highlighted on the Future Land Use Plan Map in Figure 4.2, there are two potential major development sites that are designated for mixed use, which generally includes a mix of residential, commercial, and office uses along with community and open spaces. These two mixed use areas are described in more detail on pages 25-26 with example developments from the region on pages 27-29 to show how other communities have built up similar mixed use opportunities.

It is a challenge to pinpoint exactly how much the population will change over the long term. While the true outcome typically lies somewhere in the middle, the range of projections provides the city with an array of scenarios around which city officials can plan and allocate resources to ensure manageable growth and sustainable development.

The new residential uses shown on the Future Land Use Plan Map are meant to guide where the city believes development is most appropriate, even if such development doesn't actually materialize as illustrated (or at all). The plan provides the city with greater guidance to communicate appropriate locations for future development as developers and property owners propose plans.

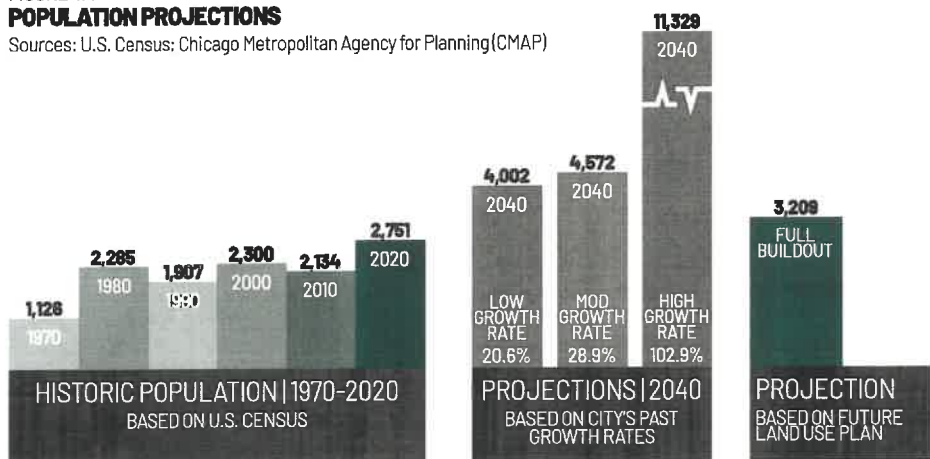
Population projections serve as a basis for determining the potential allocation of land, funds, and other resources to establish new schools, parks, and recreation areas, as well as expand trail systems, fire and police protection, and water and sewer utilities. Projections for school and park facilities are summarized later in this chapter.

¹ These rates are approximate and meant for illustrative purposes only. It is also important to note that Oakbrook Terrace experienced population decreases from 1980-1990 (-16.5%) and 2000-2010 (-7.2%). These negative rates are not considered since the communities expect their populations to either grow or remain steady (not decline).

² The high growth rate is unattainable at this point given the limited amount of land available for new residential development.

FIGURE 4.4
POPULATION PROJECTIONS

Sources: U.S. Census; Chicago Metropolitan Agency for Planning (CMAP)



NOTE: Full buildout of the Future Land Use Plan may take several years, if not decades, to achieve, which may even extend way beyond the Comprehensive Plan's general 2040 time horizon. Since the city should update its Comprehensive Plan at least every five years, there will be opportunities to adjust the Future Land Use Plan in response to changes in community goals, market conditions, and other factors.



DEVELOPMENT TYPOLOGIES

Development typologies enable the community to evaluate potential development concepts relating to different housing options, business types, employment generators, and development approaches that may be appropriate for a community with a character and profile like Oakbrook Terrace.

For example, recommending a concept that calls for businesses like a fast casual restaurant or specialty grocer points more towards community support for these general use categories, as opposed to targeting specific businesses like a Potbelly or Trader Joe's. Similarly, a concept that allows for an industrial or business park may accommodate a range of uses, from professional offices, healthcare facilities, and tech hubs to coworking spaces, youth recreation gyms, and pickleball courts.

Typologies provide a general framework of development types that city officials can consider regarding the types of development to pursue for Oakbrook Terrace. This can include a range of enterprises from national brands and locally-owned businesses to corporate headquarters and satellite offices.

As provided on the following pages, the general description for each development typology highlights how each development type may influence future development or redevelopment in Oakbrook Terrace.

- Residential
- Commercial
- Office
- Mixed Use

DEVELOPMENT TYPOLOGY OBJECTIVES

The development typologies provide for a more balanced mix of land uses that promote the following objectives:

- Diversify the local housing stock
- Expand the municipal tax base
- Revitalize vacant or underutilized spaces
- Enhance employment options
- Advance a more sustainable, resilient economy
- Support stewardship of the environment
- Account for adequate utilities capacity



DEVELOPMENT TYPOLOGIES

Residential

FUTURE LAND USE CATEGORIES

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential

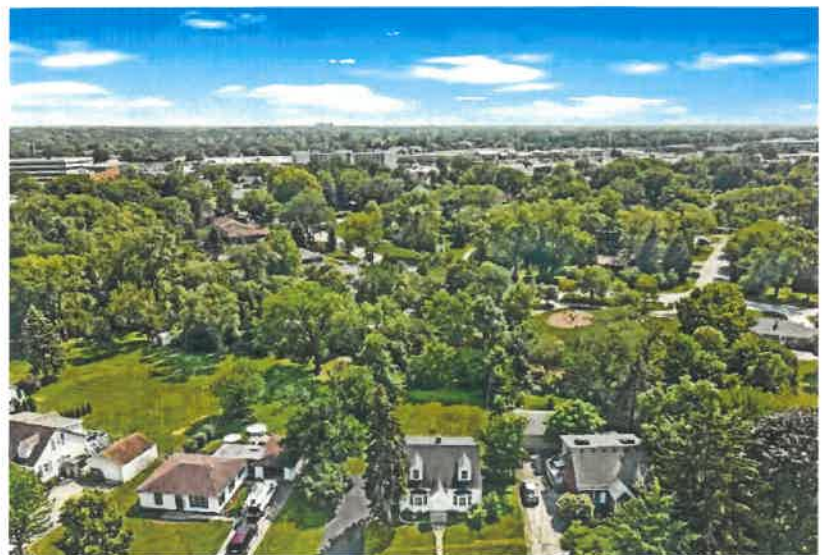


Oakbrook Terrace has historically grown with a mix of residential uses, including a primarily single-family detached residential community south of Butterfield Road and a diverse mix of single family detached, single family attached, and multi-family housing types across the rest of the community, particularly along Butterfield Road and west of Summit Avenue. One of the core recommendations of the Comprehensive Plan is to advance a diverse housing stock with options that meet varying budgets, life stages, family structures, and housing needs.

While community survey results indicate that there is a generally acceptable level of housing types in Oakbrook Terrace, there does seem to be interest in providing more senior housing. While the city's senior population (age 65+) hasn't significantly grown since 2010, the local housing market serves a broad region and highlights how Oakbrook Terrace's supply of senior housing units could be increased to meet demand generated outside of the city limits.

Survey results also indicated that residents feel there may be too many rental apartments, which points to a more balanced mix of housing options. Based on survey findings and the general residential development trends in Oakbrook Terrace, the city's housing approach leans towards exploring residential growth west of Ardmore Avenue for new residential development, particularly building upon the more recent housing development around Renaissance Boulevard.

As described in the section on Mixed Use development typologies (pages 25-29), new residential units could be integrated into a mixed use town center concept that could be placed around Renaissance Boulevard and the northwest corner of Kingery Highway and Roosevelt Road.



DEVELOPMENT TYPOLOGIES

Residential [CONTINUED]**FUTURE LAND USE CATEGORIES**

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential



The residential types described below and on the next page should be considered to help maintain a diverse housing stock that meet varying budgets, life stages, family structures, and housing needs.

Single Family Homes

Single family detached homes make up a significant portion of housing options in Oakbrook Terrace. The limited amount of vacant lots offer space for additional single family homes. While larger tracts of vacant land are likely to be built with higher density residential as single-use developments or part of mixed use developments, they could also make way for additional single family homes if deemed compatible with adjacent uses.

Townhouses

Townhomes provide single family residential units, typically in a compact arrangement with one or more units attached to each other and sharing common walls. Narrow townhomes arranged in a set of two or more are sometimes referred to as rowhouses. There is precedence for townhouses in Oakbrook Terrace, including the townhomes along Oliviabrook Drive north of Butterfield Road. In terms of design, townhomes with recessed front entries,



side-/rear-facing garages, and strong curb appeal typically fit the character of most communities.

Condominiums & Apartments

Condominium and apartment buildings can often take on the same physical form: typically a building of 2+ stories with multiple dwelling units with shared walls, parking, and common areas. Homeowners association (HOA) or renter fees help pay for lawn care, snow removal, community space, laundry, etc. A for-sale condo building may be converted into rental apartments, and vice versa. Multi-family housing in these two formats could be appropriate in certain instances, such as high quality building materials, attractive site design, and inclusion within mixed use developments along major road corridors. Existing condos and

apartments in Oakbrook Terrace include Versailles on the Lake, Regency Place, Oakbrook Terrace East Condominium Association, Spring Club Condominiums, Arbor 40, and Polo Club.

Senior Living

In addition to single family homes, options like townhouses, condos, and apartments are common formats for senior living facilities. Senior living options generally include: independent living, assisted living, nursing homes, skilled nursing care, hospice care, memory care, continuing care, and age-restricted facilities (typically age 55+). Terra Vista Assisted Living is the only senior living option within city limits. As noted earlier, there is interest in adding more senior living options to Oakbrook Terrace's housing stock.

ACCESSORY DWELLING UNITS (ADUs)

Accessory dwelling units (ADUs) are increasingly becoming a viable approach to enhance a community's housing stock that fit varying budgets, household composition, and life stages. An ADU is typically a secondary dwelling unit that shares the same building or lot as the primary dwelling unit. Sometimes called a "granny flat" among other nicknames, an ADU can take various forms:

- An apartment over a garage
- A converted garage
- An apartment located in the basement (or other part of the house)
- A carriage house
- A smaller structure in the backyard or elsewhere on the property

ADUs may be a suitable approach for Oakbrook Terrace, provided that the city's Zoning Code and other regulations support such uses.



DEVELOPMENT TYPOLOGIES

Residential [CONTINUED]**FUTURE LAND USE CATEGORIES**

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential



Missing middle housing is an option that Oakbrook Terrace may wish to consider in the future to help provide more housing options, with the understanding that the preservation of single family housing is the community's higher priority.

Missing Middle Housing

"Missing middle housing" is an emerging residential development approach that can help diversify the local housing stock while protecting the community's single-family residential character. Similar to the options described on the previous page, missing middle housing helps to meet varying budgets, life stages, family structures, and housing needs.

Missing middle housing allows for single family lots to be split or merged to support duplex, triplex, or fourplex units. This approach provides additional dwelling units without significantly altering the character of the neighborhood. Missing middle housing also provides affordable units and enhances the ability for residents to age in place.

In addition, this approach allows for infill development at a lot-by-lot basis in established neighborhoods, particularly enabling a single family lot to support a duplex. Combining two adjacent lots may accommodate a triplex or fourplex. Missing middle housing may also be built as new development, including townhomes, or integrated into mixed use development.

A primary intent of missing middle housing is to have designs that blend into existing single family residential neighborhoods: triplex (top left); duplex (top right and bottom).



Light purple buildings denote existing single family houses. Yellow buildings indicate missing middle housing options like duplexes, triplexes, and quadplexes. The top graphic illustrates an infill development approach in an established neighborhood; the bottom graphic shows a new development approach on a single block or site.

Source: Opticos Design, Inc.

Missingmiddlehousing.com is powered by Opticos Design.
Illustration © 2015 Opticos Design, Inc.



DEVELOPMENT TYPOLOGIES

Commercial**FUTURE LAND USE CATEGORIES****Commercial**

Commercial businesses and services are primarily located along main road corridors, including Roosevelt Road, Summit Avenue, Butterfield Road, and 22nd Street. These commercial uses are part of the region's larger commercial base, which is among the most substantial commercial centers in the Chicago metropolitan area. The current business mix includes mostly regional and national brands with some smaller, locally owned businesses interspersed.

Based on community survey findings, respondents viewed shopping and restaurants as the second best thing about Oakbrook Terrace. While survey findings also indicated that there is generally sufficient commercial businesses and services in the city, there will always be opportunities to enhance the city's commercial base, particularly. The attraction of new businesses is typically influenced by market conditions, demographics, and local assets that make a community like Oakbrook Terrace a more enticing location than other options.

The city should continue its proactive approach to attract the types of businesses that meet local needs, match community priorities, and boost the tax base. This also includes supporting locally owned businesses and nurturing entrepreneurs in the community.

The commercial development typologies illustrated on this page are meant to show broad categories of businesses and services that could be pursued to enhance the commercial base in Oakbrook Terrace. Unique commercial uses provides the added benefit of offering a business or service that may not be available elsewhere in the region, which further boosts the attraction of Oakbrook Terrace.

Oakbrook Terrace presents opportunities to nurture entrepreneurship and build up small locally owned businesses. McHenry Riverwalk Shoppes is a regional example of a business incubator enabling small businesses to test their products and services in temporary spaces without committing limited resources on renting and outfitting brick-and-mortar storefronts until they have the capacity to pursue their own spaces.

FOR MORE INFORMATION: 
<https://mchenrychamber.com/mchenry-riverwalk-shoppes/>



Example commercial businesses and services (from top left): fast casual restaurants, cafés, and bakeries; brunch spots; grocery stores; family restaurants; pet services; boutique or specialty shops; youth-centric businesses like indoor play areas, creative arts, sports and recreation, etc.; farm-based businesses represented at the local farmers market; personal care businesses like yoga, pilates, massage therapy, etc.; experience-based businesses like Pinot's Palette; locally-owned businesses; food trucks.



DEVELOPMENT TYPOLOGIES

Office

FUTURE LAND USE CATEGORIES

- Commercial
- Office



Offices fit into a particular segment of a community's employment base and economic development strategy, particularly in the context of business districts and industrial areas. Office and business parks are increasingly making room for unique tenants beyond corporate headquarters, professional offices, and financial services. These new uses are particularly relevant given the higher vacancy rates in office buildings in recent years.

The examples illustrated in the graphics below — including uses like tech startups, healthcare, life sciences, academic spaces, research and development, coworking and flexible office spaces, makerspaces, and business incubators — can diversify the tenant mix of an office or business park, provide spaces for local entrepreneurs, and enhance the availability of employment opportunities.

While eastern DuPage County is defined by the significant amount of office space, the opportunities to diversify the tenant mix in Oakbrook Terrace will help increase the local jobs base and open up options to find new services, ventures, and spaces that can't be found elsewhere in the regional market. In addition, office and business parks can enhance their attraction to the younger segment of the workforce by offering elements like connected bike paths, outdoor collaboration spaces, flexible workspaces, and access to food trucks from local restaurants and cafés.

Many of these office environments cater to entrepreneurship, creativity, and creation, which often thrive where similar or supportive businesses can collaborate in shared spaces and access shared amenities like conference rooms, printing and production supplies, private meeting spaces, kitchens with dining areas, and administrative support staff.

Office and business parks are increasingly accommodating recreational spaces like youth swimming pools, gymnastics, indoor soccer, baseball/softball clinics, trampoline parks, climbing gyms, etc.

Even the pickleball boom is finding a home in office and business parks.



Tech startups, life sciences, and research and development uses often provide a suite of meeting spaces, resources, and amenities to recruit top-tier talent and like-minded businesses.



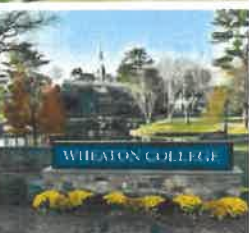
Coworking spaces and business incubators often serve as springboards for fledgling businesses and entrepreneurs to start small before branching out into larger spaces elsewhere in the community.



Healthcare, including hospitals, clinics, and training centers, may be attractive to serve a growing senior population, offer specialized services, and create competitive advantages in the region.



Nearby colleges and universities may seek to expand their footprint in unique office settings with academic programs and job skills training relating to local industries.



Makerspaces support creators and creative minds of all ages, from at-home hobbyists, amateur builders, and gamers to school STEM classes, robotics teams, and innovation labs.



DEVELOPMENT TYPOLOGIES

Mixed Use**FUTURE LAND USE CATEGORIES**

 Mixed Use (Res+Com/Office)



Commercial districts and office campuses have evolved greatly over the past several years, particularly taking the form of mixed use centers that accommodate a range of uses beyond the typical retail businesses, restaurants, and office buildings. Compatible uses in these mixed use centers include, but are not limited to:

- Coworking and shared office spaces
- Research and development
- Breweries and wineries
- Conference and banquet facilities
- Performing arts and other entertainment venues
- Gyms, indoor recreation, and youth sports
- Tech startups
- Maker spaces
- Healthcare and life sciences
- Academic facilities

These mixed use centers may also integrate limited housing options, if found to be compatible with the overall character of the city. They may also include civic uses, parks, and open space to enhance the use mix. Open spaces also provide opportunities for customers, workers, and residents to enjoy the outdoors, passive recreation, and shared community spaces among the shops, restaurants, and office spaces in the mixed use centers.

Overall, the density and mix of different uses help to form a sense of place and community identity, particularly as residents and visitors create experiences with community events, a mix of shops and eateries, interactive spaces, and public art. It's these experiences that can make a mixed use environment more engaging and inviting than the physical developments themselves.

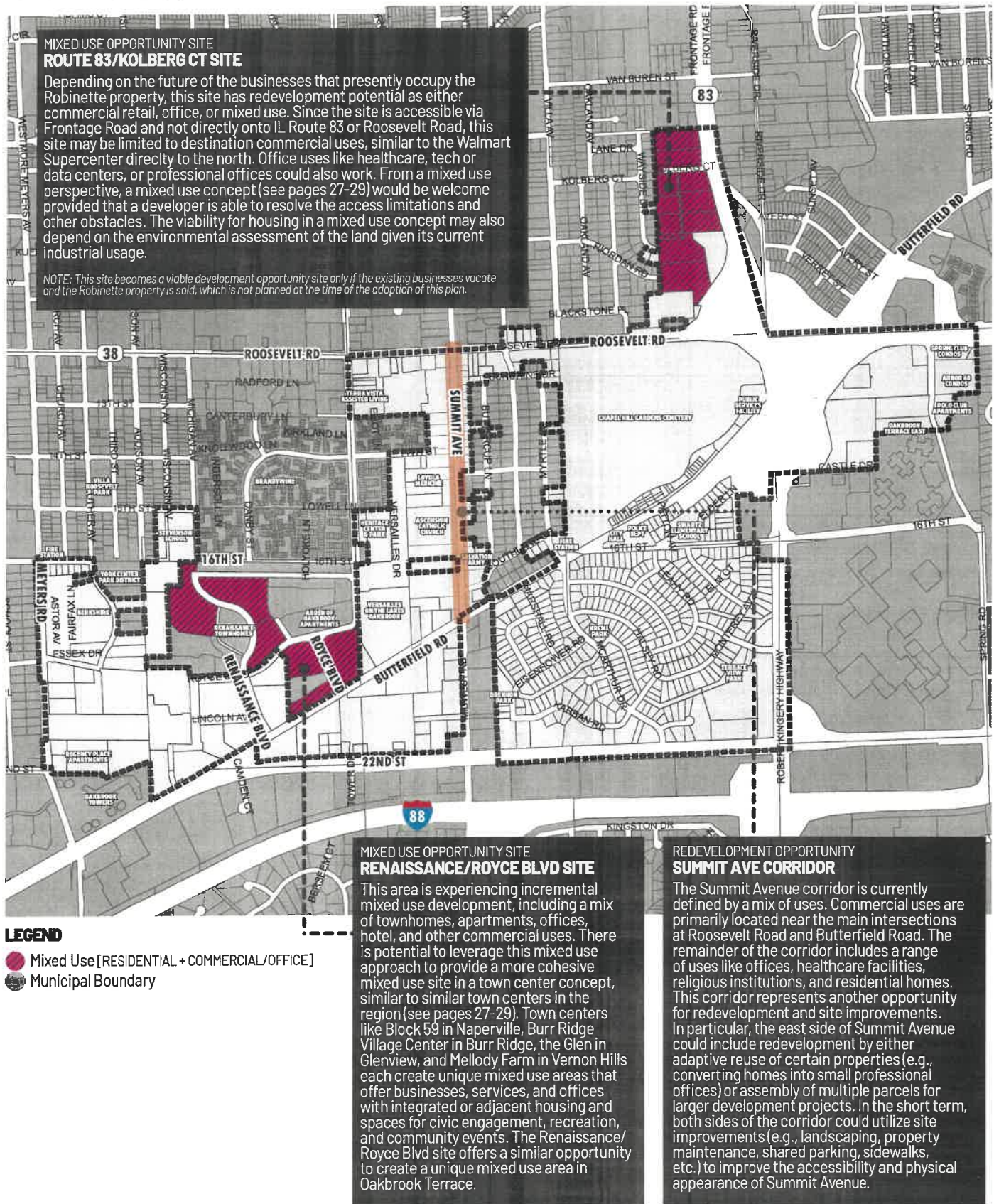
The Future Land Use Plan Map identifies two potential spots for mixed use development (the area north of Butterfield Road around Renaissance Boulevard and the northwest corner of Roosevelt Road and IL Route 83), particularly in the mold of high quality mixed use centers (pages 27-28) and civic campuses (page 29) that have transformed other suburban communities across the Chicago region.

The Glen Town Center in Glenview, IL, is one of the most prominent mixed use developments built in a town center concept (see page 28 for more details) that Oakbrook Terrace could explore for its two mixed use development opportunity sites.



FIGURE 4.5

OPPORTUNITY SITES MAP



DEVELOPMENT TYPOLOGIES

Mixed Use [CONTINUED]**FUTURE LAND USE CATEGORIES**

● Mixed Use (Res+Com/Office)

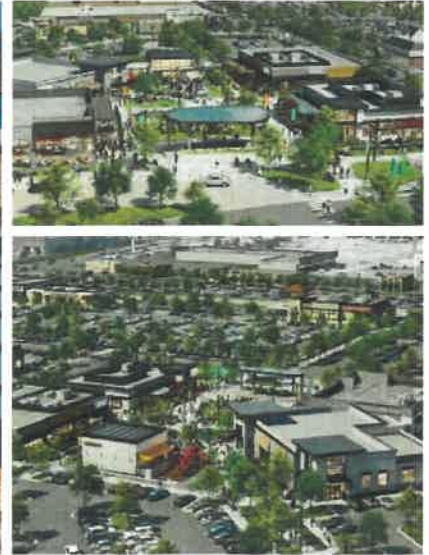


REGIONAL EXAMPLE

BLOCK 59 NAPERVILLE [PROPOSED] | NAPERVILLE, IL

Block 59 Naperville, which was approved by the Naperville City Council in February 2023, is a future commercial development covering 130,000 sq ft total. About 103,140 sq ft of that total will be rentable space for a variety of retail and restaurant uses in freestanding and multi-tenant building formats. The site will also provide 1,650 parking spaces. Promoted as an experience-focused retail environment, the shops and restaurants will blend into a series of outdoor plazas, seating areas, and interactive spaces.

FOR MORE INFORMATION: 
<https://tinyurl.com/block59-naperville>



REGIONAL EXAMPLE

BURR RIDGE VILLAGE CENTER | BURR RIDGE, IL

Conveniently located off of the I-55 interchange at County Line Road, Burr Ridge Village Center is an upscale mixed-use lifestyle center offering a range of shops, restaurants, services, and wellness opportunities. The center is surrounded by offices, civic uses, and a mix of housing of varying types and densities. Community events, civic engagement, and wellness activities often take place in the village green, creating a central public space for interaction and experiences.

FOR MORE INFORMATION: 
<https://www.shopburrridge.com>



DEVELOPMENT TYPOLOGIES

Mixed Use [CONTINUED]

FUTURE LAND USE CATEGORIES

● Mixed Use (Res+Com/Office)



REGIONAL EXAMPLE

THE GLEN TOWN CENTER | GLENVIEW, IL

Built like a traditional European town, the Glen Town Center in Glenview offers over 50,000 sq ft of retail shops and restaurants lining the perimeter of a central green space. While the larger Glen development includes residential components, the open air retail and restaurant components in the Town Center can serve as model for how Bannockburn can pursue mixed use development. A system of parkways and sidewalks link the Town Center to adjacent neighborhoods and open space.

FOR MORE INFORMATION: 
<https://theglentowncenter.com>



REGIONAL EXAMPLE

MELLODY FARM | VERNON HILLS, IL

One of the newest mixed use town centers in the region is Melody Farm in Vernon Hills. Offering an open air destination with 270,000 sq ft of shopping and dining, Melody Farm is a unique commercial center with experience-based outdoor gathering spaces that invite people to shop, dine, and stay for a while. With public art and interactive outdoor spaces, people of all ages visit Melody Farm to participate in outdoor yoga, check out events, and take Instagram photos to share of their experiences.

FOR MORE INFORMATION: 
<https://www.melodyfarm.com>



DEVELOPMENT TYPOLOGIES

Mixed Use [CONTINUED]

FUTURE LAND USE CATEGORIES

Mixed Use (Res+Com/Office)



REGIONAL EXAMPLE

SAWMILL STATION | MORTON GROVE, IL

Designed as a 26-acre mixed use lifestyle center, Sawmill Station includes apartments, shopping, dining, and recreation along two major road corridors and near the Metra station in Morton Grove. Sawmill Station is also adjacent to single family homes, townhomes, condos, and other housing to enhance the local draw to the center. The housing options have convenient access to a regional trail that leads to the nearby forest preserve and North Branch of the Chicago River.

FOR MORE INFORMATION: <https://storymaps.arcgis.com/stories/4dd37f894cf04edd8c3ff20fd313d9b5>



REGIONAL EXAMPLE

ALGONQUIN COMMONS | ALCONQUIN, IL

Originally opened in 2004, Algonquin Commons is an outdoor shopping mall built in the format of a lifestyle center made popular in the 2000s. Located next to residential areas and a major office/industrial complex, the center has over 50 retail shops and restaurants covering over 600,000 square feet. After enduring a foreclosure in 2013, the new owner of Algonquin Commons revamped the center to include more inviting outdoor spaces to host community events, interactive activities, and live entertainment.

FOR MORE INFORMATION: <https://www.shopatalconquincommons.com>



OVERVIEW

ACCESS & MOBILITY

The transportation network serving Oakbrook Terrace is primarily defined by the city's excellent regional access provided by two interstate highways and two state routes. This well-connected roadway network positions Oakbrook Terrace well to advance economic development while providing access to a range of opportunities to residents, workers, and visitors.

As illustrated on the Access and Mobility Plan Map in Figure 4.6, the existing transportation network serving Oakbrook Terrace forms a solid foundation that can be reinforced with periodic improvements and strengthened connections to the regional transportation system. Given its strategic location, Oakbrook Terrace is well positioned to leverage regional transportation options, including other roadways, transit, regional trails, and airports.

A pedestrian- and bike-friendly community provides for safe access and mobility for people of all ages and abilities. This includes ADA-compliant facilities at crosswalks, parking lots, and entry points to buildings.

Taken together, all of these transportation elements help to make Oakbrook Terrace an attractive destination to find a new home, establish new businesses, and provide jobs for the region. They also add to the high quality of life enjoyed by current residents, workers, and businesses.

ROAD NETWORK

The roads comprising Oakbrook Terrace's road network are classified according to their function in the local circulation system:

- **Interstates:** I-88, I-355, I-290/I-294 (none are located within city limits)
- **Arterial Roads:** IL Route 38/ Roosevelt Rd, IL Route 83/Kingery Hwy, IL Route 56/Butterfield Rd, 22nd St
- **Major Collector Roads:** Summit Ave/Midwest Rd, Meyers Rd
- **Minor Collector Roads:** Danby St/14th St, Ardmore Ave, 16th St, MacArthur Dr
- **Local Roads:** All other roads

The interstates and arterial roads connect Oakbrook Terrace to the surrounding region. Proper roadway classifications ensure safe and efficient movement of vehicles to accommodate current traffic volumes and anticipate increases as new development occurs in Oakbrook Terrace. It also aids in capital improvements programming and in the designation of specialized traffic routes, such as designating specific roads for truck traffic.

SIDEWALKS & TRAILS

Sidewalks are provided in some areas in Oakbrook Terrace; however, sidewalks are noticeably absent in certain areas like the residential neighborhood south of Butterfield Road. While residential areas that lack sidewalks are relatively friendly to pedestrians and bicyclists, commercial areas with disjointed or no sidewalks have a less friendly environment. These areas provide opportunities to fill in sidewalk gaps, provide linkages, and improve crosswalk safety where feasible.

The trail network serving Oakbrook Terrace is also fairly limited. The city's most notable trail runs along Spring Creek through the residential neighborhood south of Butterfield Road, particularly connecting Dorothy Drennon Park to Terrace View Park. Smaller trails are located within these two parks and the Heritage Center and Park. Heritage Park connects to

William Cizek Bike Path, which runs south to link with an off-street trail along the utility line parallel to the north side of Butterfield Road from Royce Boulevard to MacArthur Drive.

New trails should be built as new developments create opportunities to link neighborhoods to parks, open space, schools, commercial areas, and other amenities. Potential trails are shown on the map in Figure 4.5. Trails can be designed as off- or on-street facilities, although the latter may be more feasible given the city's mostly built-out character.

TRANSIT

Three Pace suburban bus routes serve Oakbrook Terrace: 301 (Roosevelt Road), 313 (St. Charles Road), and 322 (Cermak Road - 22nd Street). The planned Pace Pulse line along Cermak Road/22nd Street will terminate at Yorktown Mall, offering future bus rapid transit (BRT) service to the area. While Oakbrook Terrace is not located along any of Metra's suburban commuter rail lines, the city is located near multiple Metra stations in the region. Multiple Metra stations are located to the north along the UP-W line. Located to the south are multiple Metra stations along the BNSF line.

Office parks and major employers can explore the potential to serve as focused transit sources. In particular, they may provide shuttle service between a Metra station or park-and-ride facility to office and employment sites.

In addition to its regular bus lines, Pace offers paratransit and dial-a-ride services. Another option to consider is microtransit, which is an emerging on-demand shuttle service inspired by ride share platforms like Uber and Lyft.

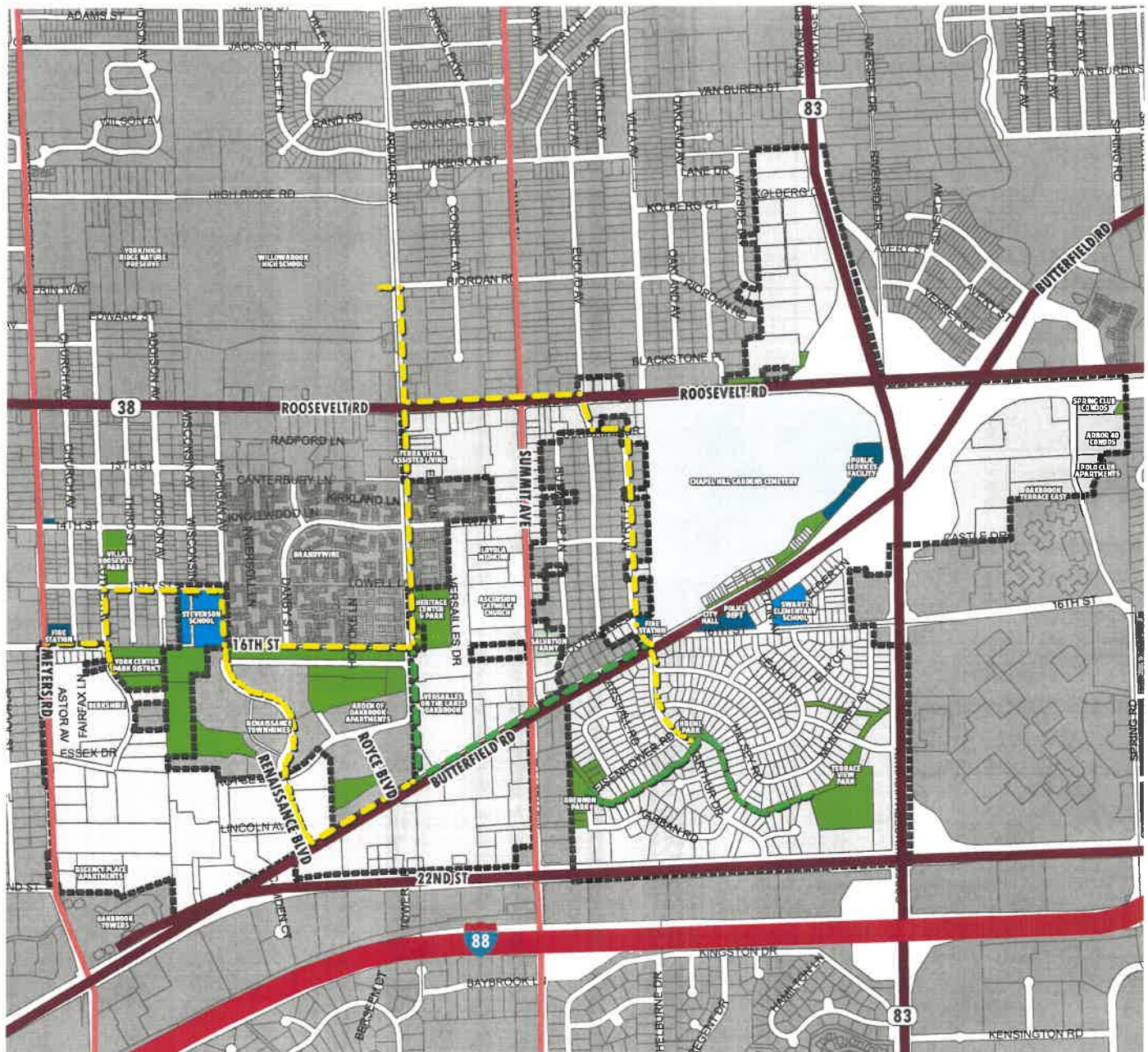
AIRPORT ACCESS

With the concentration of offices in Oakbrook Terrace and vicinity, airport access can be a key factor for existing and prospective businesses. O'Hare and Midway International Airports are located 16 miles and 22 miles, respectively, from Oakbrook Terrace.



FIGURE 4.6

ACCESS & MOBILITY PLAN MAP



LEGEND

- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary
- Interstates
- Arterial Roads
- Collector Roads
- Existing Trails
- Potential Trails

REGIONAL COORDINATION:

As Oakbrook Terrace considers the impact of future development and community improvements, coordination with regional transportation planning efforts will ensure local and regional strategies align with each other. DuPage County continually provides studies and updates for regional transportation elements, including trails, transit, and general mobility.

Two regional transportation studies that took place during the preparation of this Comprehensive Plan were the Butterfield Road Corridor Plan (CMAP) and Cermak Road/22nd Street Corridor (CMAP/Pace Pulse).



COMMUNITY FACILITIES & ASSETS

Community facilities and assets form the cornerstones of a municipality, providing essential services, functions, and spaces to the community. Oakbrook Terrace's community facilities and assets generally include services, resources, and institutions that meet the civic, cultural, social, recreational, educational, spiritual, and health needs of the community, which are summarized on the Community Facilities and Assets Plan Map in Figure 4.7. These community facilities and assets are maintained and operated by a range of municipal, public, quasi-public, and private entities, as described on the right.

As Oakbrook Terrace manages the growth and development of the community, the city and its partners will continue to evaluate potential improvements and expansion to these services and functions to ensure they have sufficient capacity, are well-maintained, and are distributed equitably. This is particularly crucial to a built-out municipality like Oakbrook Terrace where existing services and functions may be close to capacity, thus requiring potential expansion or improvements.

There may be opportunities to concentrate civic uses and other community facilities in a central activity center like in a mixed use town center concept (see page 29).



SCHOOLS

Students in Oakbrook Terrace are served by a network of schools both within the city and nearby:

- **Pre-School:** The Gardner School*, Salt Creek School, Kiddie Academy, His Grace Montessori
- **Grades K-8 (Salt Creek School District 48):** Salt Creek School, Stella May Swartz School*, Albright Middle School
- **Grades K-8 (School District 45):** Stevenson Elementary School*, York Center Elementary School, Jackson Middle School
- **Grades 9-12:** Willowbrook High School, Montini Catholic High School, Timothy Christian School

* LOCATED IN OAKBROOK TERRACE

Higher learning opportunities in the immediate region include Wheaton College, Elmhurst University, Midwestern University, Benedictine University, and College of DuPage.

With so many school options available in the vicinity, the current school system generally serves Oakbrook Terrace well. Changes in the city and student populations will need to be monitored to assess future space and programming needs, which will need to be coordinated with the school districts and private schools.

PARKS & RECREATION

The local parks and recreation system within city limits includes: Kreml Park owned and maintained by the city; Terrace View Park, Dorothy Drennon Park, and Heritage Center and Park managed by the Oakbrook Terrace Park District; and various recreational, nature, and community facilities for all ages and abilities, as shown in the map in Figure 4.7. York Center Park District manages Villa Roosevelt Park and Knolls Park, which both sit just outside the city on the far west. Local schools provide additional recreational opportunities.

Population growth will generate demand for more park space and recreational opportunities. With limited land available in a built-

out city, any new park space or recreational facilities will likely need to be coordinated with future development sites. This may include open space that is either set aside for recreation or dedicated to one of the park districts for park use.

CIVIC USES

City Hall and Police Department are located across from each other along Butterfield Road providing long term capacity for city services and programs. The Police Department was built in 2015, while City Hall was reconstructed around the same time. The Public Services Facility, which houses the city's Water and Streets Divisions, is located further east on Butterfield Road off of the IL Route 83/Kingery Highway interchange.

In addition to police, community safety is handled by the Oakbrook Terrace and York Center Fire Protection Districts (FPDs). Oakbrook Terrace FPD operates out of a station across Butterfield Road from City Hall. The York Center FPD station is located along Meyers Road.

Residents visit Villa Park Public Library for library service and other community learning opportunities.

OTHER ASSETS

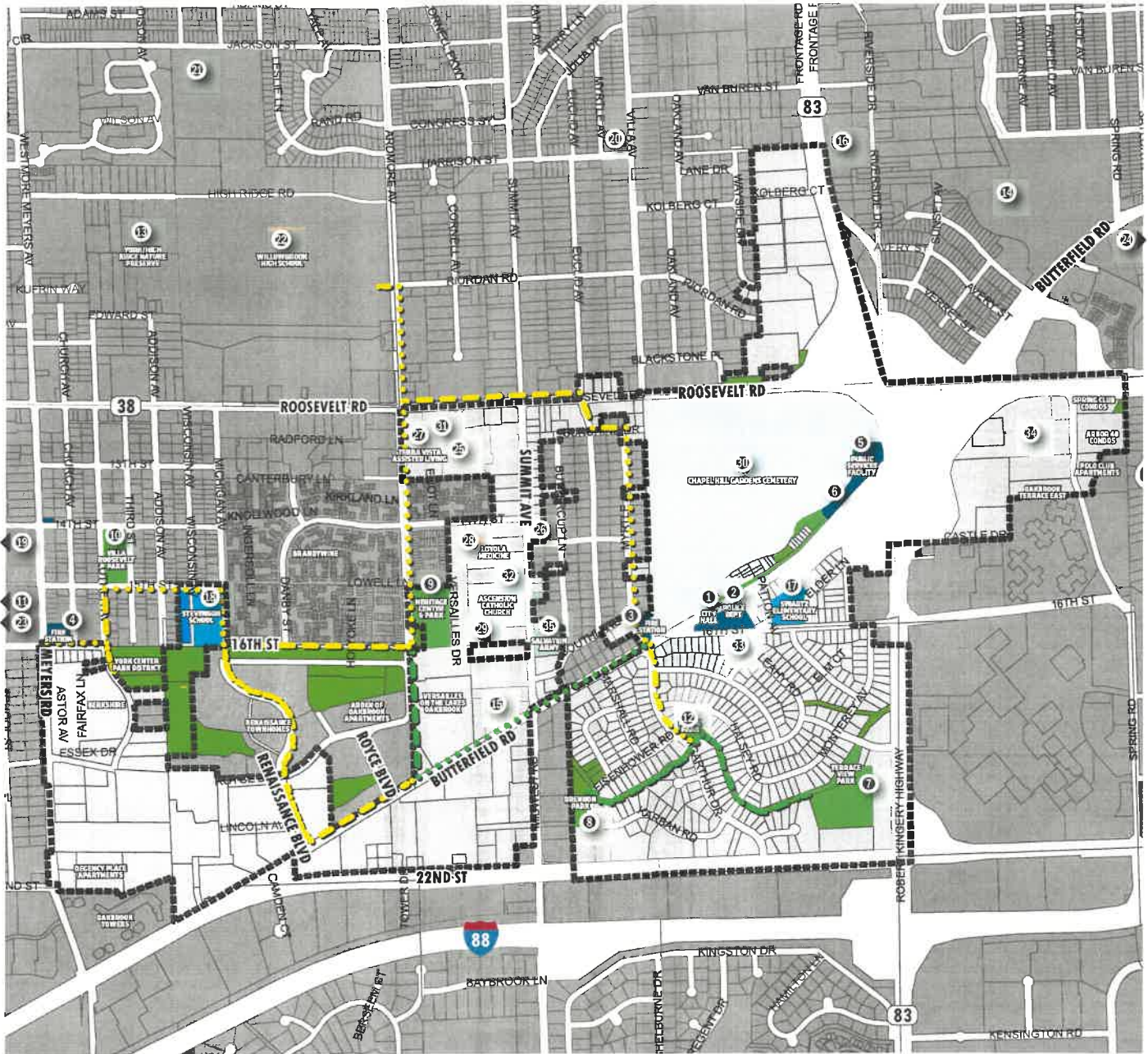
Oakbrook Terrace is home to various other assets that add to the city's quality of life, provide opportunities for civic engagement, and support public health:

- Ascension Catholic Church
- Chapel Hill Gardens Cemetery
- Drury Lane
- ICNA Center and Mosque
- Loyola Medicine
- Oakbrook Terrace Historical Society
- Oakbrook Terrace Lions Club
- Salvation Army

Loyola Medicine adds to the city's network of healthcare facilities that also includes various small medical and dental offices. New senior care facilities would help enhance the availability of senior services, as well as provide additional housing options that meet specific needs for the senior population.



FIGURE 4.7
COMMUNITY FACILITIES & ASSETS PLAN MAP



LEGEND

- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary
- Existing Trails
- Potential Trails

CIVIC USES

- 1: City Hall
- 2: Police Department
- 3: Fire Department (OBT FPD)
- 4: Fire Department (York Center FPD)
- 5: Public Services Facility
- 6: Water Tower

PARKS & OPEN SPACE

- 7: Terrace View Park
- 8: Dorothy Drennon Park
- 9: Heritage Center and Park
- 10: Villa Roosevelt Park
- 11: Knolls Park
- 12: Kreml Park
- 13: York/High Ridge Nature Preserve
- 14: Salt Creek Greenway

SCHOOL

- 15: The Gardner School
- 16: Salt Creek School
- 17: Stella May Swartz School
- 18: Stevenson Elementary School
- 19: York Center Elementary School
- 20: Albright Middle School
- 21: Jackson Middle School
- 22: Willowbrook High School
- 23: Montini High School
- 24: Timothy Christian School
- 25: Kiddie Academy of OBT
- 26: His Grace Montessori

SENIOR & HEALTHCARE

- 27: Terra Vista of Oakbrook Terrace
- 28: Loyola Medicine

OTHER ASSETS

- 29: Ascension Catholic Church
- 30: Chapel Hill Gardens Cemetery
- 31: Drury Lane
- 32: ICNA Center and Mosque
- 33: Oakbrook Terrace Historical Society
- 34: Oakbrook Terrace Lions Club
- 35: Salvation Army



NATURAL RESOURCES

While Oakbrook Terrace has a limited set of natural elements, they play an important role in the community, particularly adding to the city's natural character, supporting stormwater management, and providing habitats for native wildlife. Local stewardship of the natural environment is encouraged to elevate the community's commitment to protect environmental features and conserve open space.

Protection of natural resources can help with the preservation of the small community feel of Oakbrook Terrace's neighborhoods nestled in a bustling suburban landscape.

Conservation of natural resources also relates to the exploration of renewable energy sources. As highlighted on the right, renewable energy sources like solar energy, wind energy, and electric vehicles can be part of the community's commitment to protect the environment and create long-term cost savings for property owners.

ENVIRONMENTAL FEATURES

One of the city's most prominent environmental features is the creek that runs through the neighborhood south of Butterfield Road with a trail running parallel to the creek and connecting Dorothy Drennon Park to Terrace View Park. The creek is mostly lined by trees and serves as the rear lot line for many of the houses in the neighborhood.

In addition to this neighborhood, tree coverage is significant in the area north of Butterfield Road between Luther Avenue and Ardmore Avenue. While this area is presently unincorporated, recent developments like Renaissance Townhomes and Arden of Oakbrook Apartments are revitalizing this long underutilized site as they integrate the tree coverage and natural landscape into the site design.

Stormwater detention ponds are also prevalent throughout the community, adding bodies of water of varying sizes with opportunities for trails and other passive recreation around them.

OPEN SPACE

Conservation of open space enables Oakbrook Terrace to protect the natural ecosystem, soften the hardscapes of suburban development, and provide opportunities for trails and other recreation. In addition to local parks, the most notable open spaces include the areas along the creek and parkways, as well as around stormwater detention ponds.

Other stormwater management facilities like bioswales and rain gardens add to the city's open space system. Conservation and utility easements or areas also contribute to open space.

In addition to natural open spaces, man-made open spaces like civic squares, plazas, etc. are considered part of the open space system. While these types of spaces are typically open to the general public, they may be located on either public or private property.

Such spaces are becoming more prevalent in modern development, particularly mixed use developments like those illustrated on pages 25-29. These spaces provide opportunities for civic engagement, community events, and light recreation like outdoor yoga.

RENEWABLE ENERGY

Environmentally responsible energy generation and consumption should be considered as Oakbrook Terrace evaluates sustainable approaches to development. The city can take certain steps to advance the community's commitment to renewable energy, including the potential to update the Zoning Code to provide standards for renewable energy elements described below.

While renewable energy approaches can be incorporated at a larger community scale, they also enable individual property owners to play a role in being energy conservation stewards and making their own properties more sustainable.

Wind Energy

Many communities are providing wind energy standards in their zoning codes. Small scale wind turbines are often found in office parks and small industrial areas.



Solar Energy

Many communities establish zoning standards to regulate solar energy systems at different scales. Small scale solar energy systems often take the form of solar panels on a residential or commercial rooftop.

Electric Vehicles

In addition to updating their codes to regulate electric vehicle (EV) charging stations and other infrastructure, communities assess how EV charging stations can support economic development by attracting EV drivers to visit local businesses as they wait for their vehicles to charge.



WATER & WASTEWATER

Oakbrook Terrace is well served by water and wastewater utility service. The city's water tower is located next to the Public Services Facility, which houses the city's Water and Streets Divisions. Sanitary sewer service is provided by Flag Creek Water Reclamation District.

A second water tower was proposed in the 2007 Comprehensive Plan, specifically located in the southwestern part of the city in the area bounded by 16th Street on the north, Ardmore Avenue on the east, Butterfield Road on the south, and Meyers Road on the west. While this new water tower has not come to pass, recent residential development along Royce Boulevard and Renaissance Boulevard may generate additional development that may warrant the construction of the proposed water tower.

The city's ongoing commitment to modernize and upgrade water and storm sewer infrastructure will be critical to efforts ensuring reliable utility service, even as new developments connect to the system without overburdening existing services.

STORMWATER

As a qualifying local program in the Illinois Environmental Protection Agency's (IEPA) National Pollution Discharge Elimination System (NPDES) Phase II Program, Oakbrook Terrace follows its Stormwater Management Program Plan to manage the six minimum control measures in conjunction with DuPage County. These control measures generally focus on site runoff, pollution prevention, and public education.

Stormwater detention/retention ponds are typically included as part of major development sites that cover a significant amount of land. These detention/retention ponds contribute to the city's overall stormwater management system.

The city should continue to promote best management practices (BMPs)

for stormwater management, such as native plantings, bioswales, rain gardens, and other methods. In addition to decreasing stormwater runoff, BMPs help to improve water quality in bodies of water, reduce long-term maintenance costs, and minimize harmful impacts on environmentally sensitive areas.

Native plantings are encouraged in detention/retention ponds to further enhance their capacity for stormwater management. They are also encouraged on private properties and in public areas like open spaces, utility corridors, and rights-of-way to provide for natural water filtration, reduced water consumption, wildlife habitats, and community beautification.

TELECOMMUNICATIONS

A strong telecommunications system has progressively become a critical component of a community's infrastructure. This is increasingly apparent with more people working and learning from home, which requires reliable internet service to ensure residents, workers, and students can interact and access resources.

From an economic development perspective, internet service is an important infrastructure element that supports existing businesses and employers, as well as attracts new ones, to support their day-to-day activities and steadfast commerce. Stable and reliable internet service is crucial for on-site business operations that enable them to connect with clients, suppliers, customers, and third party web-based services.

According to the Illinois Department of Commerce and Economic Opportunity (DCEO), Oakbrook Terrace's 1½-mile planning area is presently served by strong internet service from different providers. Internet service generally comes in the form of varying broadband infrastructure, including fixed and wireline, fiber, cable, DSL, and fixed wireless.

OVERVIEW

UTILITIES & INFRASTRUCTURE

As an established and fairly built-out community, Oakbrook Terrace is generally well served by water, sewer, and wastewater utilities, which will need to be continually monitored as the city evaluates new development or redevelopment of existing properties. Improvement or replacement of current utilities infrastructure may be needed to ensure reliable service and adequate capacity.

A stable and modern telecommunications network can also be an important factor that existing and new businesses need to conduct their services, keep their workers and services connected, and communicate with clients and suppliers.



OVERVIEW

URBAN DESIGN & GUIDELINES PLAN

Community design is one of the eight goals identified in the Community Framework (Chapter 3):

Oakbrook Terrace will enhance its sense of community through quality design of the built environment, respect for historic sites, and incorporation of open space and landscaped areas.

Based on this goal, community design is intended to enhance the physical form and appearance of the community and preserve the city's character.

The Urban Design and Guidelines Plan is adapted from the original guidelines in the city's 2007 Comprehensive Plan. Addressing the public and private improvements within Oakbrook Terrace, the Urban Design and Guidelines Plan is intended to support the development and design expectations of the community, particularly reinforcing the 2024 Comprehensive Plan's vision, goals, and objectives identified in Chapter 3.

The Urban Design and Guidelines Plan is comprised of four main categories:

- General guidelines for all sites and buildings within Oakbrook Terrace
- Guidelines applicable to commercial buildings and sites within Oakbrook Terrace
- Guidelines applicable to residential buildings and sites within Oakbrook Terrace
- Guidelines applicable to proposed public improvements within Oakbrook Terrace

INTENT

In general, the design guidelines strive to:

- Promote public and private improvements and developments that will help reinforce the character of the city.
- Foster new development and redevelopment that complements the existing scale and character of the city, but also creates distinctive new focal points and activity areas.
- Improve the appearance and quality of existing structures and developments in the city.
- Ensure high-quality and compatible building and site design throughout the city.
- Establish a development pattern that encourages more significant pedestrian, bicycle, and transit activity, while still accommodating automobile traffic and parking.

These guidelines do not attempt to dictate architectural styles or make all the buildings look the same. Rather, they strive to promote a level of quality, compatibility, and consistency that will make Oakbrook Terrace a unique and distinctive area for residents, businesses, employees, shoppers, and visitors alike.

GENERAL GUIDELINES

The guidelines for all sites and buildings are focused on promoting high-quality and compatible developments that will help create a traditional and unified image and identity for the City of Oakbrook Terrace. While the guidelines are specific enough to ensure design compatibility, they are also flexible enough to allow for individual creativity on the part of property owners, architects, and builders.

The guidelines presented below should be used by city staff and the Planning and Zoning Commission in reviewing plans and proposals for all new developments within Oakbrook Terrace. They should be considered supplements to the city's Zoning Code and other applicable codes and ordinances.

Architects, property owners and developers should also use the guidelines as a reference as they prepare plans for new development and improvement projects.

Building Scale & Proportion

- Buildings may have either a pitched roof profile or a flat roof with a parapet wall. Parapets should be encouraged to create

an interesting building profile and to hide vents, HVAC, and other rooftop equipment. Mansard roofs should not be encouraged within the city.

- Exterior building design features that can help distinguish the city from other nearby communities should be encouraged, such as decorative cornices, pilasters, columns, reliefs, medallions, dormers, etc.
- Vertical architectural elements, such as a clock towers, spires, or bell towers, should be considered as design highlights at key locations throughout the city.

Building Placement & Orientation

- Buildings should have a strong visual and physical relationship to the street in order to enhance the city's identity and pedestrian orientation especially in the commercial land use areas. However, buildings should be attractive at both a pedestrian and vehicular scale.
- Buildings throughout the city should face the street; the placement of buildings at odd or irregular angles to the street should be avoided. However,



corner buildings might take advantage of their prominent locations with angled or recessed corner entrances or other small setbacks.

- In locations characterized by building setbacks, side yards and surface parking lots, the street frontage should be maintained through the use of low profile landscaping and decorative walls or fencing.

Building Materials and Colors

- Building materials should be of high quality and durability, and should complement other new buildings within the city.
- New buildings should be constructed primarily of traditional masonry building materials such as brick or stone. These materials should be used on all sides of the building that face a street, walkway or parking area, or that experience substantial "wear and tear." Recommended accent materials include stone, simulated stone, terra cotta, and wood and metal trim.
- While exterior insulation finish systems (EIFS) might be used in limited quantities as an accent material, they should not be employed as a primary building material or be used on the street level of a building. Rough sawed wood, aluminum siding, rustic shingles and shakes, and plastic or metal panels should be discouraged within the city.
- Color should be used to unite the elements of a façade and to highlight architectural features. However, the colors on individual buildings should complement and be compatible with the colors of nearby buildings.
- The predominant colors for new buildings should be relatively muted and subtle. While the natural brick and stone colors of red, buff, cream, and gray should predominate, contrasting and complementary colors should also be used to accent building components, highlight architectural elements, and add richness and variety to the city.

Building Lighting

- Lighting should be used to illuminate entries, signage, displays, and pedestrian and parking areas, as well as to highlight significant architectural elements.

- Building lighting should be subtle and understated; light fixtures should be designed and oriented to produce minimal glare and spillover onto nearby properties.
- Most exterior lighting sources should be concealed; where concealment is not practical, light fixtures should be compatible with overall building design.
- Down-lighting should be encouraged on all commercial buildings; spot-lighting should be limited to major features and key landmarks within the city such as gateway signage.
- Incandescent lighting creates a warm atmosphere and should be encouraged; if neon lighting is used, colors should be compatible with and complement the building façade.

Parking Lots

- Whenever possible, parking lots should be located behind buildings; parking in front of buildings or at corner locations should be discouraged.
- Curb cuts and access drives should be minimized, particularly along collector and arterial streets; they should not be located near intersections or primary building entrances.
- Parking lots should be screened from view along sidewalks and roadways through the use of low masonry walls, hedge plantings, or shrubs.
- Parking lots should have curbed perimeters; curbed landscaped islands and clearly marked pedestrian pathways should be provided within the interior of parking areas to avoid large expanses of asphalt and to enhance pedestrian safety.
- All parking lots should be paved, well marked, and designed for proper drainage. Parking lots that are used during evening hours should be adequately illuminated.
- Whenever possible, parking lots should be shared between multiple stores and businesses to allow for a more efficient lot layout and to minimize curb cuts, provided there is no violation to the City's zoning ordinance. Cross access between adjacent parking lots should also be encouraged.
- Bicycle parking should be provided either on a pad within a parking lot or near the main entrance of a building.

Parking Structures

- Parking structures should have an architectural style and design character that is similar to the primary building it serves. In general, the design treatment of parking structures, particularly the ground floors and front façades, should conform to the full range of design guidelines presented above.
- Parking garage roof lines and floor level articulations that are visible from the street should be parallel to the street; ramping and inclines should occur within the structure or on the interior of the block.
- The appearance of parking structures might also be softened through the use of planter boxes on the upper floors. In addition, vines might be used as foundation plantings and be applied so that they climb up the walls, softening the façade of a parking structure.
- Uncovered parking on the top level of a structure should employ roof-top planters around the full perimeter of the building.

Private Landscaping & Site Improvements

- Planters and landscaped areas should be encouraged adjacent to buildings and to buffer parking and service areas. Plantings should consist of low evergreen and/or deciduous shrubs planted in conjunction with low-growing annual or perennial plants and groundcover. Large expanses of exposed mulch should be avoided.
- A landscaped buffer at least eight (8) feet in width should be provided around the perimeter of surface parking lots. Perimeter landscape plantings should include a continuous hedge accented by trees and ground cover.
- In conjunction with landscaping, decorative fencing should be encouraged to delineate and screen parking and service facilities, outdoor storage areas, etc. Low-profile wrought iron fencing or masonry walls are recommended; chain link fencing should not be permitted.
- Maintenance programs should be established to ensure that private landscaping is adequately cared for and that its value is retained over time.



Regular maintenance should include turf mowing, periodic fertilization, pruning, and the clean-up of litter and debris. Irrigation systems should also be required where possible.

- Where possible, utility lines within the city should be placed underground.

COMMERCIAL & MIXED USE AREAS

In addition to the general guidelines applicable to all sites and buildings within the city, there are several additional guidelines specifically related to commercial properties.

City staff and the Planning and Zoning Commission should use the guidelines presented below in reviewing plans and proposals for commercial and mixed-use developments within Oakbrook Terrace. They should be considered supplements to the city's Zoning Code and other applicable codes and ordinances.

Building Design

- The first floor on new commercial buildings should have a strong pedestrian orientation with display windows, attractive detailing, and convenient and hospitable entrances.
- The façades of large new multi-tenant commercial buildings should be visually divided into 20 to 30 feet bays to reflect a traditional commercial development pattern. Rooflines, cornice treatments, and the design and placement of columns, pilasters, and windows, could be used to achieve this objective.
- Covered walkways, such as arcades, should be encouraged along the fronts of commercial buildings to create a pedestrian-friendly orientation. However, the columns of the arcade should be aligned with the façade of the building.
- New buildings should have attractive rear façades that are comparable to front façades. Rear entrances to stores and shops should be encouraged in blocks where public parking or pedestrian walkways are located behind the buildings.
- All service entrances, dumpsters, loading facilities, and outdoor storage should be located at the rear of buildings; they should be screened from view along sidewalks and roadways through the use of

decorative screening, masonry walls, and/or evergreen plantings.

- Any business that is allowed to have a drive-through facility should be sited so that drive-through lanes and pickup windows are not prominently featured.

Entrances

- Doors on commercial buildings should be attractive and inviting to pedestrians. Recessed entrances and the use of awnings and canopies should be encouraged to define and protect entryways. Multiple entrances should be encouraged along a block front to enhance pedestrian activity and add visual interest to the street.
- Main entrances should be located at the front of the building and should face the sidewalk; corner buildings might take advantage of their prominent locations with angled corner entrances. Secondary entrances should also be encouraged from public parking areas or secondary pedestrian walkways.

Windows

- Large ground-floor display windows should be encouraged in new commercial and mixed-use construction. Metal or wood frame windows over solid bulkheads are recommended; glazing should not extend to the ground.
- Upper floor windows should be recessed, not flush with the surface of the building, and should be smaller in size than first floor windows. Bay windows are also acceptable, provided they are in character with the architectural style of a building.
- Upper floor windows should appear to be individual openings in a solid wall, rather than as continuous rows of windows separated only by their frames; curtain-wall window treatments are not appropriate within commercial areas.
- Window glazing should be clear or slightly tinted; dark, mirrored, or reflective glass should not be permitted.

Outdoor Seating

- Any existing or proposed outdoor seating areas, such as those provided

by restaurants or by office buildings as break areas for employees, should be well landscaped and incorporated into the overall site design. Outdoor seating areas should be set back and screened from parking areas and driving aisles.

Awnings & Canopies

- Awnings and canopies should be encouraged to provide weather protection and to add visual interest at the street level.
- Awnings and canopies should be integrated into the façade and should be in character with the architectural style of the building.
- Simple pitched awning profiles, either fixed or retractable, are preferred. Arched or rounded awnings should be discouraged, unless they are compatible with and appropriate to the architectural style of a building.
- Internally illuminated or back lit awnings and canopies, shingle and mansard canopies, and plastic awnings should not be permitted.

Signs

- Exterior building signs should be limited to business identification and description; exterior advertising signs should not be permitted. The size, material, color, and shape of building signs should complement the architectural style and scale of the building.
- Wall-mounted signs should be encouraged, although signage should not project above the cornice line or be mounted on the roof of a building. Raised, individual letters mounted directly on the building, as well as signs that use light colors for lettering and darker colors for backgrounds, should be encouraged.
- When a building contains multiple ground-floor tenants, signage for all businesses should be compatible in design and consistent in placement.
- Street numbers should be prominently displayed at the main entrance to every business and be clearly visible from the street.
- Free-standing signage is not recommended within the City, except for shared, low-profile monument signs for multi-tenant commercial properties. Monument signs should



be attractively landscaped and constructed of traditional building materials similar to the primary building on the site.

- The letters of a monument sign should be internally illuminated with a white light source. External illumination may be appropriate for a natural metal or engraved stone monument sign.

RESIDENTIAL AREAS

In addition to the general guidelines applicable to all sites and buildings within the city, there are several additional guidelines specifically related to single family attached and multi-family residential properties.

The guidelines presented below should be used by city staff and the Planning and Zoning Commission in reviewing plans and proposals for residential developments within Oakbrook Terrace. They should be considered supplements to the city's Zoning Code and other applicable codes and ordinances.

- New housing construction should be respectful of the scale and character of surrounding properties, particularly in terms of building materials, colors, and building mass and proportion.
- While new residential buildings may be set back from the property line, setbacks should be consistent along a block front. Residential buildings should be aligned with and face the street.
- Landscaping and decorative fencing should be used to maintain the streetwall along streets that serve multi-family residential buildings.
- Residential sites should be attractively landscaped, particularly front setbacks and the perimeter of parking and service areas.
- Existing residential neighborhoods that create a rural atmosphere should be maintained. This type of rural atmosphere can be maintained with the addition of concrete ribbons along roads, without the addition of sidewalks, and curb and gutter at road intersections.
- Where possible, parking to serve multi family uses should be located inside the primary buildings; if garages or surface lots are provided, they should be heavily landscaped, and located

behind the residential buildings if possible.

- Apartment and condominium units could also be promoted on the upper floors of mixed-use buildings to create an urban residential component very different from other residential areas in the community.

PUBLIC IMPROVEMENTS

In addition to site and building improvements on commercial and residential sites, a range of projects should be undertaken within the public rights-of way and on publicly owned property to enhance the image and appearance of the city to create a safe, attractive, and hospitable shopping, living, and leisure time environment. These public sector improvements can also help promote new private investment and development, and attract additional visitors and business patrons to the area.

In general, it is recommended that the city establish a comprehensive, area-wide design system for public improvements to be applied in various parts of Oakbrook Terrace. While the design system should be based on the architecture, history, and traditional character of the community, it should also help establish a unique new image and identity for Oakbrook Terrace.

The guidelines presented below provide a preliminary framework for the design treatment of streets, sidewalks, streetscape facilities, and other pedestrian and open space amenities.

Streets

- The city should be improved and redeveloped in a manner that provides for safe access and mobility for all modes of transportation, including walking, bicycling, taking transit, and driving, which will help reduce conflicts between the various modes, encourage less reliance on automobile travel, and decrease excessive parking infrastructure.
- Streets should be designed to support vehicles, bicyclists, and pedestrians on a relatively equal basis. While accommodating vehicular traffic, streets should also promote walking, cycling, and an overall sense of place.

- Measures should be taken to prohibit on-street parking by commercial and office uses within residential areas.
- Streets within the residential areas of the city should be designed and controlled to reduce the speed of traffic and reduce the amount of cut-through traffic to protect pedestrians and the overall residential character of the neighborhoods. Contrasting paving materials, landscaping, on-street parking, medians, and curb bump-outs can all be used to help calm and reduce the speed of traffic.
- Pedestrian crossings should be improved with proper coordination with the appropriate road jurisdictions. Improved pedestrian crossings will make it safer and more comfortable for pedestrians and bicyclists. This might entail widening sidewalks, constructing curb extensions, updating pavement markings, providing pedestrian-compatible traffic signals, and instituting other measures. Crosswalks should also be provided at these key locations.
- To improve visibility and safety, crosswalks should be made prominent and noticeable by employing a change in paving materials, texture and color. Small pylons and bollard lighting fixtures might also be used to highlight crosswalks.

Sidewalks

- Sidewalks should be designed to support bicyclists and pedestrians on a relatively equal basis. All public sidewalks should be a minimum of five (5) feet in width. In locations of heavy pedestrian use, sidewalks should be a minimum of eight (8) feet in width.
- A buffer zone or parkway between the sidewalk and the street should be constructed wherever possible. This zone should consist of a grass parkway with street trees and light fixtures, or a paved area with trees in grates, lights, and other street furniture.
- Sidewalks along major pedestrian routes and at key intersections should consist of special modular clay and/or concrete paving units. Sidewalks along other streets should consist of modular clay and/or concrete paving units used as trim elements in combination with standard concrete pavements.



- Sidewalk bump outs should be considered at key intersections to assist in street crossings, slow traffic, provide additional space for street furniture, and eliminate parking near intersections.
- An area-wide system of secondary walkways should also be developed to provide linkages between public sidewalks and nearby parking areas, open spaces, and building entries.
- All public and private sidewalks within the city should be accessible to the handicapped and should comply with appropriate Americans with Disabilities Act (ADA) standards.

Landscaping

- Regularly spaced street trees should be planted in rows along both sides of all streets within the city. Species and spacing should conform to the landscape requirements in the city's Zoning Code.
- Parkway landscaping should consist of salt-tolerant street trees, shrubs, groundcover, and perennials. Plantings in raised beds, planters, urns, or other containers should be considered along the curb line in selected locations and to highlight building entries and special activity areas.
- All landscaping within and adjacent to the public right-of-way should be compatible with existing plant materials in the area and be composed of native and salt tolerant species.
- Street trees and other landscaping along the public rights-of-way should be protected from motorized and pedestrian traffic by curbs, tree grates, and other devices. Evergreen shrubs are encouraged due to their ability to provide year-round color and interest.

Lighting

- Lighting along public streets within the city should consider both roadway lighting and decorative pedestrian lighting, where appropriate and deemed acceptable by residents in residential contexts.
- While roadway lighting should be consistent with IDOT, DuPage County, and city codes and standards, light standards should be no more than 20 to 30 feet in height in order to be in scale with new buildings within Oakbrook Terrace.
- Pedestrian light fixtures should be approximately 12 to 15 feet, and be of a style and character that would complement existing and proposed development.
- Pylons and bollard lighting should be considered as accents and for ornamental purposes. These fixtures could be used to highlight crosswalks, open spaces, seating areas, and major pedestrian ways.

Public Signage

- The city should establish a comprehensive signage system that can guide and direct both motorists and pedestrians to key destinations within Oakbrook Terrace.
- Gateway signs should be developed at intersections that serve as primary entry points into Oakbrook Terrace. In addition to signage, gateway features should include special landscaping, lighting, and paving materials.
- Informational and wayfinding signs should be provided at key locations to direct pedestrians to businesses and stores, and to announce special activities and events within the area.
- Banners attached to street light standards could also be used to commemorate special events within the city. Banners might be changed periodically during the year.

PARK, OPEN SPACE, RECREATION & PEDESTRIAN AMENITIES

- Open spaces and courtyards should be promoted as part of private development projects within the city.
- Improvement and development of the commercial areas of the city should include a unified system of street furnishings, such as seating areas, trash receptacles, drinking fountains, bike racks, and other pedestrian amenities. Street furnishings should reflect a traditional design theme, and be consistent with the materials, colors and architectural styles to be promoted within the city.
- Trash receptacles should be placed along each block front, preferably at or near corners or other high activity areas. Benches and drinking fountains should be located within park sites, open spaces, or high activity areas. Bike parking should be provided in visible areas and near main entrances to buildings. Bollards should be used at curbside, along streets where sidewalks directly abut parking or traffic lanes.
- Linkages to park and school sites throughout the city should be enhanced through wayfinding signage, paving materials, plantings, and branding.
- Pieces of public art might also be considered at key locations along the public rights-of-way and on private properties. Businesses or institutions within the City might be recruited to sponsor public art.



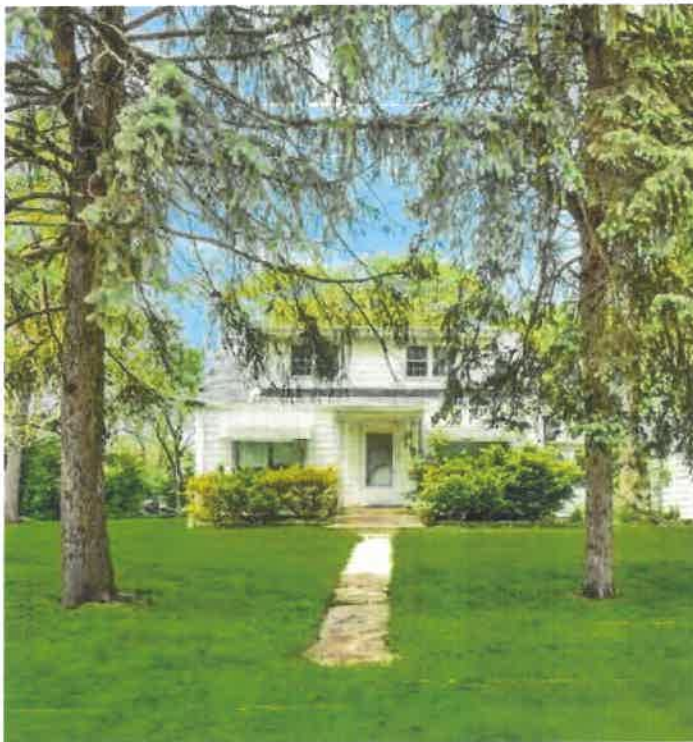
CHAPTER 5

IMPLEMENTATION

The 2024 Oakbrook Terrace Comprehensive Plan is a critical tool for the city in realizing its vision and goals. However, it is only useful if the city actively pursues implementing it. The Implementation Plan presented in this chapter is intended to guide the city in taking appropriate steps to achieve its goals.

City officials should consider the plan's vision, goals, objectives, and strategies when evaluating development proposals and community improvement efforts. The Implementation Plan in this chapter expands upon the goals and objectives from Chapter 3 by adding recommended strategies that activate the plan with projects and tasks that the city can pursue to implement the plan. Potential resources are also listed to further guide city officials and local partners.

The 2024 Oakbrook Terrace Strategic Plan that was prepared concurrently with this Comprehensive Plan is an additional source of information for plan implementation. Goals, objectives, and strategies have been coordinated and cross referenced in both documents, where appropriate.



KEY PARTNERS FOR PLAN IMPLEMENTATION

Achievement of Oakbrook Terrace's vision and goals will be more successful when key partners collaborate and pool resources to implement the plan. These partners and their roles are described below.

City Council

The City Council sets policy for the community. Their approval is necessary to establish ordinances, allocate funds, enter contracts, and take other actions that support development and community improvement. Alderwomen and aldermen should be familiar with the plan and consider whether proposed actions will move the city towards achieving its vision and goals.

Boards & Commissions

The Planning and Zoning Commission (PZC) makes recommendations regarding the growth and development of the community, particularly ensuring proposals align with the Comprehensive Plan. They should be familiar with the plan and refer to it regularly in their deliberations. In addition, the PZC should educate developers and others who come before them on the relevance of the plan and encourage applicants to create proposals that enhance the city's ability to achieve its vision and goals.

Residents

It is important that residents support the plan and are involved in its implementation. The city should make it easy for residents to be well informed on planning related issues and encourage them to participate in discussions, workshops, and other opportunities. Additionally, residents can participate in the implementation of specific elements of the plan by serving on committees, circulating information with their neighbors, volunteering their time, and sharing their expertise.

Business Community

Local businesses can support plan implementation by communicating their needs to city officials. Business success is critical to the city's overall success, and communication between the private and public sectors is an important step in developing a business-friendly environment. Local financial institutions can support the plan by financing projects that align with it. Corporations can support the plan through their own site development and growth plans, as well as supporting the city's projects. Real estate professionals and developers should be mindful of the kinds of projects that align with the plan.

DuPage County

The city should continue to work closely with DuPage County to coordinate growth and development efforts. The county can provide technical support, data, and other resources that may be of value to the city. Where appropriate, Oakbrook Terrace's plan implementation efforts should be coordinated with the short- and long-range planning efforts of DuPage County, particularly Zoning and Planning, Forest Preserve, Transportation, Public Works, and Environment and Sustainability.

Other Agencies & Jurisdictions

In addition to DuPage County, the city should collaborate with other agencies and jurisdictions to implement certain strategies. This includes, but is not limited to: Oakbrook Terrace and York Center Park Districts; School Districts #48, #45, and #88; York Township; Illinois Department of Transportation (IDOT).

IMPLEMENTATION PLAN**1: Land Use & Development**

GOAL: Oakbrook Terrace's residential, public and commercial areas will complement each other.



#	OBJECTIVE	STRATEGIES	RESOURCES
1.1	Strive for a balance of uses that considers the needs of employers, employees, residents, and visitors and accounts for public opinion in managing city growth. PRIORITY: ● HIGH	<ul style="list-style-type: none"> • Guide community growth in accordance with the Comprehensive Plan. • Monitor the findings from regional planning studies (Butterfield Road Corridor Plan; Cermak Road/22nd Street Corridor) that may have an impact on land use, transportation, and infrastructure in Oakbrook Terrace. • Make the Comprehensive Plan easily accessible on the city's website. • Educate the Planning and Zoning Commission and City Council on how to consult the Comprehensive Plan as part of their regular order of business. 	<ul style="list-style-type: none"> • APA Commissioner Training • Butterfield Road Corridor Plan • Cermak Road/22nd Street Corridor
1.2	Evaluate potential expansion of city boundaries as annexations are considered. PRIORITY: ● HIGH <i>Aligns with Objective LT3 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Prioritize parcels that may be considered for future annexation, particularly focusing on sites in and near the city boundaries. • Investigate costs and benefits, including impacts on utilities and municipal services, for each parcel (or set of parcels) being considered for annexation. • Collaborate with adjacent municipalities to update boundary agreements. 	<ul style="list-style-type: none"> • Illinois Municipal Annexation Principles and Methods • APA Annexation Studies • Annexation Guide (Municipal Research and Services Center of Washington)
1.3	Investigate developing a location that serves as a central focus for the community. PRIORITY: ● HIGH <i>Aligns with Objective LT5 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Coordinate with developers to evaluate the potential to establish a town center concept within one of the city's mixed use opportunity sites (see Future Land Use Plan Map and town center mixed use examples on pages 25-29). • Conduct a survey or quick polls on social media or through the Terrace Leaves newsletter to assess the types of uses and activities residents would like to see in a potential town center concept. 	<ul style="list-style-type: none"> • ULI Principles for Developing Successful Town Centers • JLL Lifestyle Center Resurgence • Example: Block 59, Naperville, IL • Example: The Glen Town Center, Glenview, IL • Example: Melody Farms, Vernon Hills, IL • Example: Sawmill Station, Morton Grove, IL • Example: Algonquin Commons, Algonquin, IL
1.4	Ensure that the city's Zoning Code aligns with the Comprehensive Plan. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> • Review and amend the Zoning Code to ensure zoning standards are consistent with the land use recommendations defined in the Comprehensive Plan. • Review and update the Zoning Map to ensure it is consistent with the Future Land Use Plan. 	<ul style="list-style-type: none"> • APA Resources on Zoning Reform and Code Writing • APA Effect of Zoning Systems on Plan Implementation • APA Updating the Zoning Code After the Comprehensive Plan • APA Equity in Zoning Policy
1.5	Make information on proposed development easily accessible to the public. PRIORITY: ● MEDIUM <i>Aligns with Objective ST5 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Include information on proposed projects on the city website. • Provide an option for residents to get updates on new development. 	<ul style="list-style-type: none"> • Example: Development Updates, Geneva, IL • Example: West Chicago Now Economic Development Portal
1.6	Identify and enhance Oakbrook Terrace's unique assets. PRIORITY: ● LOWER	<ul style="list-style-type: none"> • Adapt asset-based community development (ABCD) practices for small town planning. • Identify assets based on the community and business survey findings. • Conduct a community asset mapping exercise to build an inventory of assets that can be leveraged for grants and community improvement efforts. • Evaluate ways to elevate community assets using methods like physical enhancements, profiles on the city website and social media, historical markers, community commemorations, etc. 	<ul style="list-style-type: none"> • DePaul University Asset-Based Community Development Institute • LISC Asset Mapping • U.S. EPA Report: How Small Towns Can Use Local Assets • Toolkit for Community Assessment: Community Asset Mapping



IMPLEMENTATION PLAN

2: Economic Development

GOAL: Oakbrook Terrace will have a vibrant, diverse, and growing economy based on supporting existing businesses and industries and attracting new employers.



#	OBJECTIVE	STRATEGIES	RESOURCES
2.1	<p>Promote existing programs and policies and develop new ones that facilitate business continuation and growth.</p> <p>PRIORITY: ● HIGH</p> <p><i>Aligns with Objective ST2 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> • Connect with local colleges and public agencies that provide technical assistance to businesses. • Solicit input from businesses on what assistance they seek. • Ensure parking requirements are not overly burdensome to small businesses including surveying businesses on parking needs and monitoring usage of existing spaces. • Identify opportunities for city officials to promote Oakbrook Terrace at events held by ICSC, Illinois Municipal League, etc. • Post information on available sites/spaces in an easily accessible location. • Include transportation assets, traffic counts, and other key site data in promotional material. 	<ul style="list-style-type: none"> • Property Tax Abatement Program • SBA District Office • College of DuPage Small Business Development Center • Example: Fargo, ND, Parking Study • Parking Reform Network • International Council of Shopping Centers (ICSC) • Illinois Municipal League (IML) • IDOT Traffic Counts • Example: West Chicago Now Economic Development Portal
2.2	<p>Attract new businesses to the city.</p> <p>PRIORITY: ● HIGH</p>	<ul style="list-style-type: none"> • Consult realtors to learn what prospective tenants are seeking. • Market the city as a business location. 	
2.3	<p>Position the city so it can adapt to changing needs of business owners, workers, customers, and visitors.</p> <p>PRIORITY: ● HIGH</p> <p><i>Aligns with Objective ST2 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> • Work with the Chamber of Commerce to assess business needs. • Conduct a counter survey of customers at local businesses. • Coordinate visitor survey findings (Objective 2.4). • Facilitate a focus group with local offices and major employers to understand how their office space, employment, and operating needs have changed and what they need to adapt. 	<ul style="list-style-type: none"> • Greater Oakbrook Chamber of Commerce • Illinois DCEO Workforce Development • WIOA Works Illinois
2.4	<p>Support local visitor attractions.</p> <p>PRIORITY: ● MEDIUM</p>	<ul style="list-style-type: none"> • Conduct a visitor survey. • Gather social media data from local attractions. <ul style="list-style-type: none"> - Contact marketing staff at local attractions and ask to share social media data. - Work with local attractions to survey visitors either as they purchase tickets or at the venue. 	
2.5	<p>Work with property owners to modernize their sites, including steps like high-speed internet, higher or exposed ceilings, open workspaces for collaboration, and flex spaces built to suit.</p> <p>PRIORITY: ● LOWER</p> <p><i>Aligns with Objective ST2 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> • Conduct a business or office space audit to understand current usage and identify areas to modernize or improve. • Connect owners with professionals who can evaluate and provide cost estimates for improvements. • Communicate with existing and potential businesses to identify internet needs. • Investigate PACE Nation's clean energy economic programs to support local financing of green building improvements. 	<ul style="list-style-type: none"> • Guide to Office Space Planning • Workplace Optimization Audit • Illinois Office of Broadband • Broadband Now Illinois • PACE Nation
2.6	<p>Encourage entrepreneurship within the community.</p> <p>PRIORITY: ● LOWER</p> <p><i>Aligns with Objective ST6 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> • Conduct a survey or quick polls on social media or through the Terrace Leaves newsletter to assess the prevalence of home-/web-based businesses and entrepreneurial pursuits among Oakbrook Terrace community. • Assess the potential to create a small business incubator to provide spaces for small entrepreneurial businesses to get established and grow. 	<ul style="list-style-type: none"> • SBA District Office • Example: Monticello Bootcamp • Example: Batavia Boardwalk Shops • Example: McHenry Riverwalk Shoppes Retail Incubator
2.7	<p>Coordinate with property owners to identify ways to reimagine vacant or underutilized office and commercial spaces.</p> <p>PRIORITY: ● LOWER</p>	<ul style="list-style-type: none"> • Meet with property owners to discuss their future plans for their properties and potential ideas to reimagine vacant or underutilized spaces • Identify and coordinate with potential tenants or site users who could occupy these spaces 	<ul style="list-style-type: none"> • ULI Emerging Trends in Real Estate • APA Adaptive Reuse Resources • KBS Breathing Life into Commercial Real Estate Through Adaptive Reuse



IMPLEMENTATION PLAN

3: Housing

GOAL: Oakbrook Terrace's housing stock will meet the diverse needs of current and potential future residents.



#	OBJECTIVE	STRATEGIES	RESOURCES
3.1	Plan for housing that accommodates all ages, incomes, and abilities. PRIORITY: ● HIGH	<ul style="list-style-type: none"> Promote options for older adults at all levels of ability from independent to nursing care. Ensure a range of housing options are permitted or special use in the Zoning Code. Encourage affordable housing options, particularly for young families, older adults, and the workforce (see Objective 3.3). Maintain communication with local realtors to understand the needs of homebuyers and renters. Encourage recycling of the city's existing housing stock from older residents seeking to downsize to younger residents seeking their first homes or upsizing to larger homes. 	<ul style="list-style-type: none"> AARP Housing Resources ARP ABCs of ADUs AARP Missing Middle Housing APA Equity in Zoning Policy Alternative Senior Retirement Communities Main Street America: At Home on Main Street, A Housing Guidebook for Local Leaders U.S. HUD YIMBY Grants IHDA Home Revitalization and Repair Programs
3.2	Preserve the community's single-family neighborhoods, constructing additional single-family homes where appropriate. PRIORITY: ● HIGH <i>Aligns with Objective ST4 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> Support retention of housing stock through home maintenance programs. Educate homeowners on repair assistance. Support a strong sense of community within single family neighborhoods. Allow economical materials to make single family construction more affordable, where possible. 	<ul style="list-style-type: none"> Illinois Housing Development Authority (IHDA) Home Repair Assistance in Illinois IHDA Home Revitalization and Repair Programs AARP Housing Resources Increasing the Supply of Affordable Single Family Housing Building Neighborhood Communities
3.3	Encourage housing that meet the needs and wages of the local workforce. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Ensure a range of residential uses are identified as permitted or special uses when updating the Zoning Code. Monitor local wage rates. Communicate with employers about workforce needs. 	<ul style="list-style-type: none"> Illinois Housing Development Authority AARP Housing Resources U.S. HUD YIMBY Grants APA Workforce Challenges on Local Housing Supply Brookings Workforce Housing and Middle-Income Housing Subsidies Importance of Workforce Housing
3.4	Support maintenance and renovation of Oakbrook Terrace's existing housing stock. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Support retention of housing stock through home maintenance programs. Educate homeowners on repair assistance. Identify potential housing sites that may benefit from targeted maintenance and/or renovation efforts. Evaluate underutilized buildings for mixed use potential that may include residential components. 	<ul style="list-style-type: none"> Illinois Housing Development Authority (IHDA) Home Repair Assistance in Illinois IHDA Home Revitalization and Repair Programs AARP Housing Resources APA Converting Vacant Retail to Housing
3.5	Consider different housing configurations such as accessory dwelling units (ADUs), 2-4 unit buildings, and townhouses that further enhance the diversity of the housing stock. PRIORITY: ● LOWER	<ul style="list-style-type: none"> Coordinate with Objectives 3.1 and 3.3 	<ul style="list-style-type: none"> See Objectives 3.1 and 3.3



IMPLEMENTATION PLAN

4: Community Facilities & Assets

GOAL: Oakbrook Terrace will grow its network of educational, recreational, and civic facilities to meet the needs and desires of the community.



#	OBJECTIVE	STRATEGIES	RESOURCES
4.1	Provide equitable geographic distribution of parks and recreation facilities. PRIORITY: ● HIGH <i>Aligns with Objective LT6 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> Consult national metrics for park space. Coordinate with local park districts to evaluate the potential to expand park and recreation facility needs. 	<ul style="list-style-type: none"> National Park Metrics (National Recreation and Park Association) Oakbrook Terrace Park District York Center Park District
4.2	Provide parks and recreation facilities suitable for all age groups and physical abilities. PRIORITY: ● HIGH <i>Aligns with Objective LT6 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> Coordinate with local park districts to provide for more inclusive and accessible playground equipment and recreational facilities for all ages and abilities. Ensure proposed residential developments provide for park or open space, including trail connections. Take a phased approach to conduct ADA accessibility audits of all public facilities, starting with municipal buildings. Coordinate with local contractors to evaluate the costs and tasks associated with making building ADA compliant. 	<ul style="list-style-type: none"> Oakbrook Terrace Park District York Center Park District Senior playgrounds Batavia Intergenerational Playground Illinois ADA Project ADA Standards for Accessible Design ADA Checklist for Existing Facilities AARP Universal Design and Livability
4.3	Locate community facilities in a central activity center, when possible. PRIORITY: ● MEDIUM <i>Aligns with Objective LT5 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> Coordinate with Objective 1.3 	<ul style="list-style-type: none"> See Objective 1.3
4.4	Ensure adequate parking is available for all types of uses and in all areas of the city. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Review parking standards with current use patterns in mind. Complete a parking study to determine supply and demand. Coordinate parking needs to make efficient use of parking lots, including shared parking and cross parking arrangements that can be codified in the Zoning Code. Consider including bike parking standards in the Zoning Code, particularly for proposed developments. Assess parking needs on an ongoing basis to respond with appropriate solutions, including expansion where needed. 	<ul style="list-style-type: none"> APA Parking Resources ITE Parking Generation Manual ULI Shared Parking Resource Parking Reform Network CMAP Guide: Parking Strategies to Support Livable Communities Essentials of Bike Parking Guide
4.5	Enhance the local trail network, including connectivity to regional trails, and sidewalks. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Coordinate with county, township, and other jurisdictions that provide local and regional trails, including regional transportation plans Pursue state and regional trail grants 	<ul style="list-style-type: none"> DuPage County Transportation Plan Active Transportation Alliance IDOT Grants IDNR Grants
4.6	Increase arts and cultural opportunities for residents and visitors. PRIORITY: ● LOWER	<ul style="list-style-type: none"> Create an inventory of existing public art including performance locations. Organize community discussions on public art, including types of art to pursue, local artists to commission, participation of youth, and spots to locate art pieces. Coordinate potential art locations with property owners, if applicable. Coordinate with local artists to explore the potential to establish a local arts collective. Pursue grant funding and sponsorships. 	<ul style="list-style-type: none"> CMAP Arts and Culture Toolkit ArtPlace Arts and Tourism Illinois Creative Recovery Grants APA PAS QuickNotes: Public Art and Planning Illinois Arts Council Agency Grants Illinois Arts and Culture Grants



IMPLEMENTATION PLAN

5: Environmental Sustainability

GOAL: Oakbrook Terrace will encourage practices that protect the environment and promote sustainability.



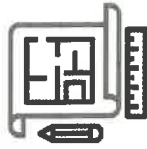
#	OBJECTIVE	STRATEGIES	RESOURCES
5.1	Maintain and enhance the city's tree cover. PRIORITY: ● HIGH	<ul style="list-style-type: none"> Evaluate the condition of the city's tree cover. Consider participation in Tree City USA. Assist residents and other property owners seeking to plant trees on their properties. Coordinate tree cover in parks and open spaces with the park districts and others who maintain open space in the community. Update the landscape standards in the Zoning Code to appropriately address tree cover and protection of trees. 	<ul style="list-style-type: none"> Urban Tree Canopy Assessment Tree City USA Example: South Dublin Living with Trees Tree Management Policy Example: Tree Protection Zoning Standards, Redmond, WA
5.2	Create a Green Oakbrook Terrace program that promotes recycling, energy efficient buildings, water conservation, and other programs that support sustainability. PRIORITY: ● HIGH	<ul style="list-style-type: none"> Research best practices in green community programs. Seek sponsors for a Green Oakbrook Terrace program. Expand the use of green infrastructure, including green roofs, green alleys, rain gardens, bioswales, prairie restoration, etc. Support property owners and new development seeking energy efficiency, alternative energy sources, and other sustainable practices. Look into EPA's Green Power Partnership. Coordinate with the Cool DuPage energy consumption reduction program. 	<ul style="list-style-type: none"> EPA Green Power Partnership Example: Alton Climate Protection and Energy Efficiency Committee Green Zoning CMAP Stormwater and Flooding Resources CNT RainReady Program CNT Urban Flooding Resources CNT Climate Resiliency Resources PACE Nation APA Green Infrastructure APA Policy Guide on Energy APA Solar Energy Resources APA Wind Energy Resources APA Climate Mitigation and Adaptation
5.3	Manage stormwater effectively to protect the built and natural environments. PRIORITY: ● HIGH	<ul style="list-style-type: none"> Preserve natural habitats wherever possible. Create a municipal drought plan. Coordinate stormwater management efforts with relevant strategies from DuPage County and Illinois EPA's Source Water Protection Plan. 	<ul style="list-style-type: none"> EPA Environmental Justice Mapping Tool APA Planning for Infrastructure Resilience APA Green Infrastructure APA Subdivision Design and Flood Hazard Areas DuPage County Stormwater Management Illinois EPA's Source Water Protection Plan
5.4	Include sustainable practices in requirements for new developments. PRIORITY: ● HIGH	<ul style="list-style-type: none"> Review the city's Building Code, Zoning Code, and other ordinances to evaluate ways to update standards regarding green infrastructure, alternative energy sources, and other sustainable practices (coordinate with Objective 5.2). 	<ul style="list-style-type: none"> Sustainable Building Design Green Building Standards U.S. Green Building Council (USGBC) LEED Certification
5.5	Encourage the use of energy sources that are compatible with the community and enhance the local economy. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Coordinate with Objective 5.2 	<ul style="list-style-type: none"> See Objective 5.2
5.6	Improve air quality and reduce road noise in the city. PRIORITY: ● MEDIUM	<ul style="list-style-type: none"> Support regional efforts to reduce pollution. Improve pedestrian and bike infrastructure to reduce car dependency. Provide electric vehicle (EV) charging stations in public locations and encourage inclusion in private development. Promote transit ridership. Plant trees (coordinate with Objective 5.1). Coordinate with road jurisdictions like IDOT and DuPage County to study and implement road noise reduction interventions. 	<ul style="list-style-type: none"> CMAP Congestion Mitigation and Air Quality Improvement (CMAQ) Program CMAP Air Quality Conformity Analysis Illinois EPA Air Quality Resources Solutions to Air Pollution in Cities ComEd and Metropolitan Mayors Caucus EV Readiness Program Best Practices in Electric Vehicle Ordinances



IMPLEMENTATION PLAN

6: Community Design

GOAL: Oakbrook Terrace will enhance its sense of community through quality design of the built environment, respect for historic sites, and incorporation of open space and landscaped areas.



#	OBJECTIVE	STRATEGIES	RESOURCES
6.1	<p>Codify the Comprehensive Plan's community design guidelines into the city's Zoning Code and other relevant ordinances.</p> <p>PRIORITY: ● HIGH</p> <p><i>Aligns with Objective LT1 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> Work with a zoning professional to update the Zoning Code. 	<ul style="list-style-type: none"> APA Zoning Practice: Creating Design Guidelines that Work APA PAS Report: Design Review Guiding Better Development
6.2	<p>Encourage the use of environmental design to reduce crime.</p> <p>PRIORITY: ● HIGH</p>	<ul style="list-style-type: none"> Coordinate with the Police Department to conduct a Crime Prevention Through Environmental Design (CPTED) audit of common crime and trouble spots in the city. Identify ways to apply Crime Prevention Through Environmental Design (CPTED) principles to address the common crimes and trouble spots identified in the CPTED audit. 	<ul style="list-style-type: none"> International Crime Prevention Through Environmental Design (CPTED) Association CPTED Overview and Principles (MAPC) CPTED Audit (CMAP) CPTED Review of Development/Planning Applications
6.3	<p>Recommend high quality design in public spaces and facilities that reflect the pride of the community.</p> <p>PRIORITY: ● MEDIUM</p> <p><i>Aligns with Objective ST3 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> Develop a set of detailed design guidelines that consider elements such as site design, gateway and wayfinding signage, streetscape, landscaping, and community branding. 	<ul style="list-style-type: none"> Guide Studio: Community Signage and Wayfinding Insights APA Zoning Practice: Creating Design Guidelines that Work
6.4	<p>Create a natural resources inventory with strategies intended to preserve and appropriately integrate environmental elements into community design and development.</p> <p>PRIORITY: ● MEDIUM</p>	<ul style="list-style-type: none"> Identify local expertise to lead a natural resources inventory. Coordinate a natural resources inventory with local park districts. 	<ul style="list-style-type: none"> Creating a Natural Resources Inventory
6.5	<p>Continue to support historic preservation through existing and new efforts.</p> <p>PRIORITY: ● MEDIUM</p>	<ul style="list-style-type: none"> Coordinate with the Oakbrook Terrace Historical Society to identify historic properties and aspects in the city. Include historic properties in the community asset mapping exercise (coordinate with Objective 1.6). 	<ul style="list-style-type: none"> Oakbrook Terrace Historical Society APA Historic Preservation Resources Landmarks Illinois



IMPLEMENTATION PLAN

7: Infrastructure

GOAL: Oakbrook Terrace will ensure its infrastructure efficiently meets the needs of the community and serves potential new businesses and residential development.



#	OBJECTIVE	STRATEGIES	RESOURCES
7.1	<p>Consider ways to increase the efficiency and cost effectiveness of providing utilities and infrastructure.</p> <p>PRIORITY: ● HIGH</p> <p><i>Aligns with Objective LT5 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> Partner with other communities and districts to coordinate services and resources. Assess the impact of proposed development on existing utilities and infrastructure. 	<ul style="list-style-type: none"> Other local jurisdictions Example: Hillsborough County, FL, Utility Coordination Procedures Northeastern Illinois Local Government Shared Services Survey Report (Metropolitan Mayors Caucus)
7.2	<p>Implement effective solutions to deter cut-through traffic through neighborhoods, particularly along MacArthur Drive.</p> <p>PRIORITY: ● HIGH</p>	<ul style="list-style-type: none"> Coordinate with road jurisdictions to discuss potential solutions and implement selected interventions as appropriate. Coordinate with local residents and businesses to identify trouble spots and assess potential interventions that may work best for their area with minimal impact on quality of life aspects (e.g., rumble strips and speed bumps can deter traffic but create noise issues for residents). Monitor traffic activity along MacArthur Drive and other roads to evaluate the effectiveness of interventions and make changes as needed. 	<ul style="list-style-type: none"> IDOT Context Sensitive Transportation Management Solutions DuPage County Transportation Resources CMAP Transportation Resources FHWA Traffic Calming Resources Institute of Traffic Engineers (ITE) Traffic Calming Resources Smart Growth America Traffic Calming Resources
7.3	<p>Monitor utility capacity and quality of utility service throughout the community.</p> <p>PRIORITY: ● MEDIUM</p> <p><i>Aligns with Objective LT5 from the 2024 Strategic Plan</i></p>	<ul style="list-style-type: none"> Continue to coordinate the different water utility services serving Oakbrook Terrace, including the potential to assess and seek alternative options. Maintain communication with utility service providers to ensure they provide reliable and affordable service to the community. Monitor the findings from regional planning studies (Butterfield Road Corridor Plan; Cermak Road/22nd Street Corridor) that may have an impact on land use, transportation, and infrastructure in Oakbrook Terrace. 	<ul style="list-style-type: none"> CMAP Water Resources CMAP Utilities Resources MPC Utilities Resources Butterfield Road Corridor Plan Cermak Road/22nd Street Corridor



IMPLEMENTATION PLAN

8: Communications

GOAL: Oakbrook Terrace will provide transparent and clear communication between city officials, residents, property owners, businesses, and other community stakeholders.



#	OBJECTIVE	STRATEGIES	RESOURCES
8.1	Encourage communication between businesses and the community. PRIORITY: ● HIGH <i>Aligns with Objective ST2 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Work with the Greater Oakbrook Chamber of Commerce. • Encourage business booths at community events. • Incorporate business communication into city newsletters and online news. 	<ul style="list-style-type: none"> • Greater Oakbrook Chamber of Commerce • Example: Genoa Home and Business Expo • Example: West Chicago Now Economic Development Hub • Example: Carol Stream Economic Development Hub
8.2	Encourage communication and collaboration among different agencies and organizations serving the community. PRIORITY: ● HIGH <i>Aligns with Objective ST10 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Host a periodic expo for community organizations to share their programs and services and facilitate potential partnerships. • Invite community organizations to submit ads or short articles for the Terrace Leaves newsletter. 	<ul style="list-style-type: none"> • Example: Genoa Home and Business Expo
8.3	Provide communication options that meet the preferences of residents and businesses. PRIORITY: ● MEDIUM <i>Aligns with Objective ST5 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Adopt communication preferences identified in the community survey. • Utilize the city's website and social media for events promotional campaigns. • Continue to regularly update city social media accounts. • Assign a city communications manager. • Hold periodic Coffee with Officials events to provide informal forums for community interaction. 	<ul style="list-style-type: none"> • Community survey results (see Appendix) • Hinckley Hub • Local Government Social Media Strategy • Social Media and Municipal Websites
8.4	Improve communications through options such as leveraging the city website, social media, electronic signs, and newsletters. PRIORITY: ● MEDIUM <i>Aligns with Objective ST5 from the 2024 Strategic Plan</i>	<ul style="list-style-type: none"> • Coordinate with Objective 8.3 	<ul style="list-style-type: none"> • See Objective 8.3
8.5	Strive for membership of city boards, commissions, and committees that represents the diversity of the community. PRIORITY: ● LOWER	<ul style="list-style-type: none"> • Encourage underrepresented groups to apply and serve. • Provide information on city website on how to get involved. • Build inclusivity and awareness of the community's different cultural identities into city news and promotional material. • Invite participation in advisory boards as a first step towards greater roles. • Develop a youth leadership program. 	<ul style="list-style-type: none"> • Local Government Citizen Advisory Boards • Example: Aurora Youth Council • Example: Union City Youth Leadership Council • APA PAS Report: Planning with Diverse Communities • APA PAS Report: Youth Participation in Community Planning • APA PAS Report: A Guide to Community Planning Academies



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APPENDIX

Communtiy Survey Results	A2
Business Survey Results	A16
Future Land Use Plan Scenarios	A32
Scenario A	
Scenario B	
Scenario C	



APPENDIX A: COMMUNITY SURVEY RESULTS



City of Oakbrook Terrace Community Survey

Draft as of August 28, 2023



Background and Purpose of Survey

- Online survey of City of Oakbrook Terrace residents to gather information about what they like about living in Oakbrook Terrace and what could improved.
- Findings will be used to help plan for the community's future by preparing a new Comprehensive Plan, which will guide land use decisions and policies affecting the growth of the community.



APPENDIX A: COMMUNITY SURVEY RESULTS

Survey Methodology

Questionnaire

- 22 questions
- Topics:
 - Quality of life in the City of Oakbrook Terrace
 - Moving considerations
 - Satisfaction with City facilities and services
 - Development
 - Future planning
 - Preferred communication methods
 - Personal and household characteristics



Survey Methodology

Data Collection

- An invitation email with a survey link was sent to residents. Up to 6 reminder emails were sent to non-respondents.
- The survey link was also posted on the City of Oakbrook Terrace's website and on social media
 - Survey opened on July 12th, 2023
 - Survey closed on August 16th, 2023
- 169 completed surveys were received



APPENDIX A: COMMUNITY SURVEY RESULTS

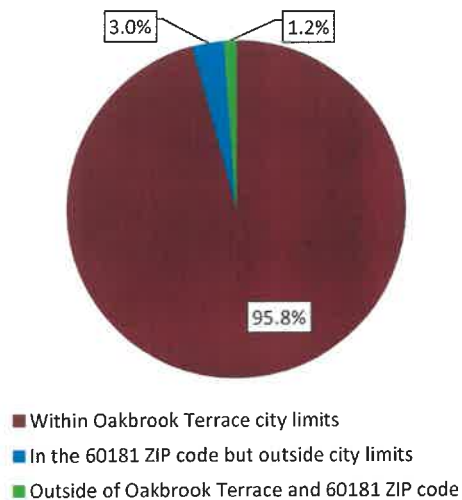
Household Characteristics



Household Characteristics

Location

Where do you live?



- Nearly all (95.8%) respondents live within the Oakbrook Terrace city limits
- 3.0% live in the 60181 ZIP code but outside city limits
- 1.2% live outside of the 60181 ZIP code
- Only city residents were included in the analysis



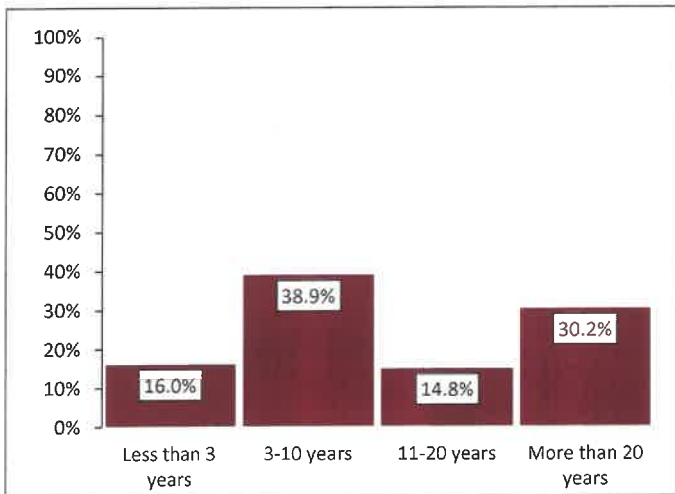
APPENDIX A: COMMUNITY SURVEY RESULTS

Household Characteristics

Years Living in Oakbrook Terrace

How many years have you lived in Oakbrook Terrace?

Oakbrook Terrace Residents



Over half (54.9%) of residents have lived in Oakbrook Terrace for 10 years or less

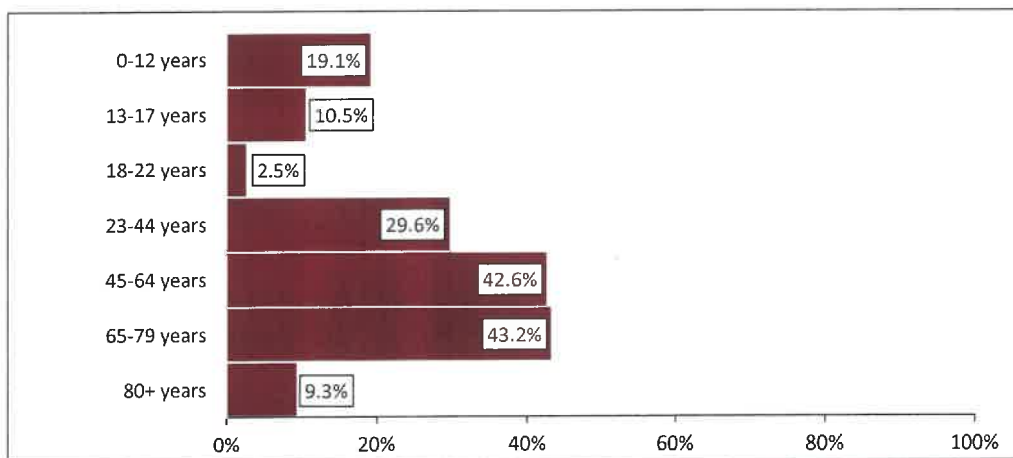


Household Characteristics

Ages of Household Members, Including Respondent

Age Groups, All Household Members

Oakbrook Terrace Residents



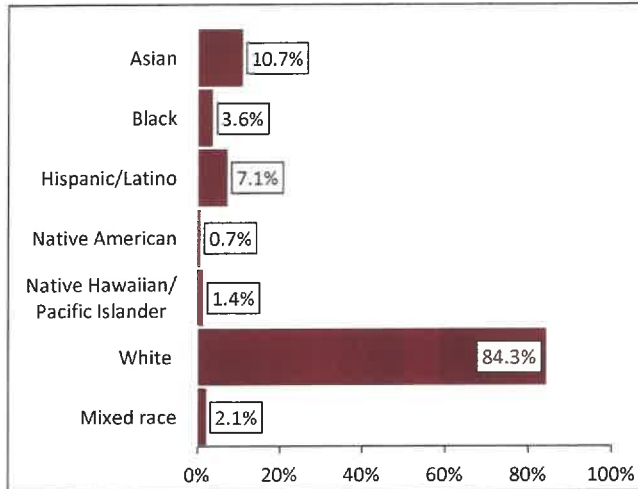
APPENDIX A: COMMUNITY SURVEY RESULTS

Household Characteristics

Races and Ethnicities of Household Members/Primary Language in Household

Races/Ethnicities of All Household Members

Oakbrook Terrace Residents



Primary Language Spoken in Household

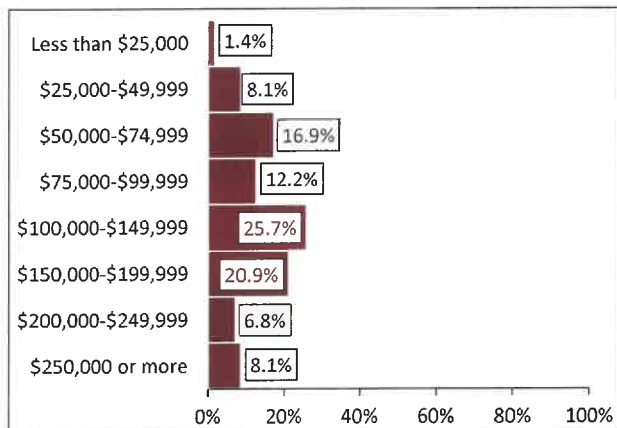
- English was the primary language for 93.0% of households
- 0.6% spoke Spanish as their primary language
- 6.3% spoke a primary language other than English or Spanish

Household Characteristics

2022 Household Income

What was your 2022 annual household income from all sources?

Oakbrook Terrace Residents



- 9.5% of households had a 2022 income of less than \$50,000
- 61.5% had a 2022 income of \$100,000 or more



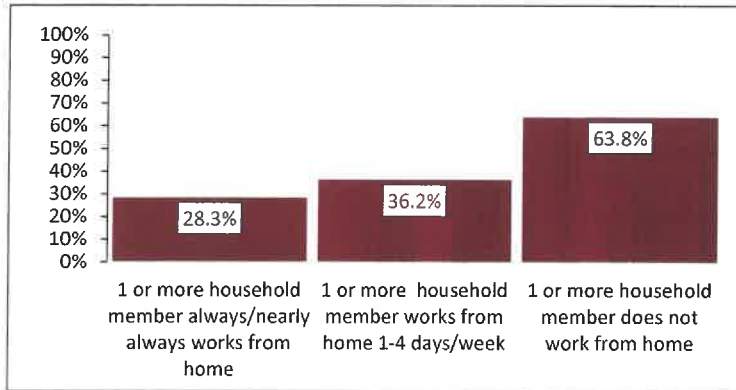
APPENDIX A: COMMUNITY SURVEY RESULTS

Working From Home

Oakbrook Terrace Residents

Overall, on how many days per week does each wage-earning adult work from home rather than at an employer's location?*

Households with at least 1 wage earning adult



Overall, in 56.7% of Oakbrook Terrace households, at least one household member works from home at least one day a week

*Respondents could select a work from home status for up to 3 adults in the household.

Moving Considerations

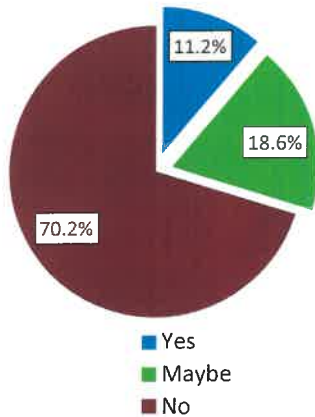


APPENDIX A: COMMUNITY SURVEY RESULTS

Moving Considerations, Next Three Years

Oakbrook Terrace Residents

Are you considering moving in the next 3 years?



- 29.8% of Oakbrook Terrace residents are or may be considering moving in the next 3 years
 - 11.2% are considering moving
 - 18.6% may be considering moving



Moving Considerations

Oakbrook Terrace Residents Who Are/May Be Considering Moving

Why are you considering moving?

Most Common Reasons for Considering Moving	Percent
To move to a larger home	16.7%
Taxes are high	10.4%
Rent cost is high	8.3%
To purchase/live in a house	6.3%
To be closer to family/friends	6.3%
To move to a smaller home/downsize	4.2%
To move out of state	4.2%
For greater safety/security	4.2%
Other reasons	39.6%

- The 29.8% of respondents who are/may be considering moving cited a variety of reasons, including:
 - Moving to a larger/smaller/other type of home
 - To lower housing costs (rent, taxes)

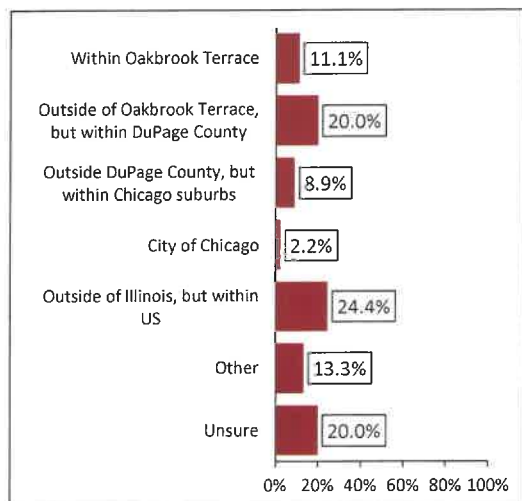


APPENDIX A: COMMUNITY SURVEY RESULTS

Moving Considerations, Next Three Years

Oakbrook Terrace Residents Who Are/May Be Considering Moving

Where are you considering moving to?



The 88.9% of residents considering moving outside of Oakbrook Terrace shared what their desired location offered that Oakbrook Terrace does not

What Desired Location Offers	Percent
Better schools	12.9%
Lower taxes	12.9%
Safety/security	9.7%
Closer to family/friends	9.7%
Other	64.5%

Quality of Life



APPENDIX A: COMMUNITY SURVEY RESULTS***Best Things About Oakbrook Terrace****Oakbrook Terrace Residents Only*

Best Things About Oakbrook Terrace* <i>5 Most Common Themes</i>	Percent
Location	26.5%
Shopping or restaurants	14.3%
Sense of community, people, neighbors	9.5%
Low taxes	7.7%
Safety	6.3%

* Respondents could name up to 3

***Suggestions for Improvements****All Respondents*

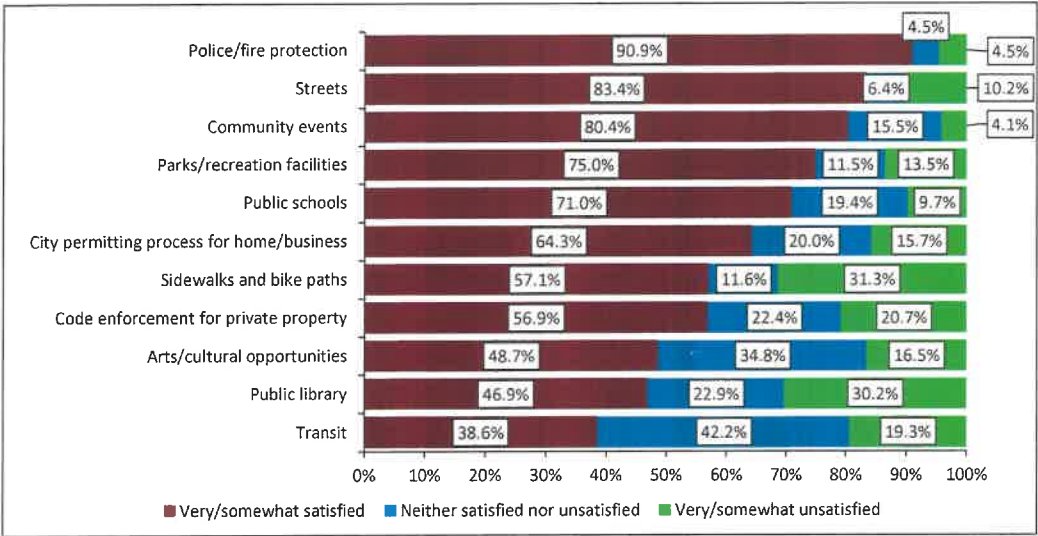
Suggestions for Improvement to Oakbrook Terrace <i>5 Most Common Themes</i>	Percent
Add sidewalks or improve walkability	13.2%
Decrease traffic or improve traffic flow	11.8%
Parks, Park District, or paths and trails	10.3%
Better communication by or about city	6.6%
Safety or increased police patrols	5.1%



Satisfaction with Oakbrook Terrace Facilities or Services

Oakbrook Terrace Residents

Please rate your satisfaction with...



Development



APPENDIX A: COMMUNITY SURVEY RESULTS

Rating Current Amount of Development in Oakbrook Terrace

Oakbrook Terrace Residents

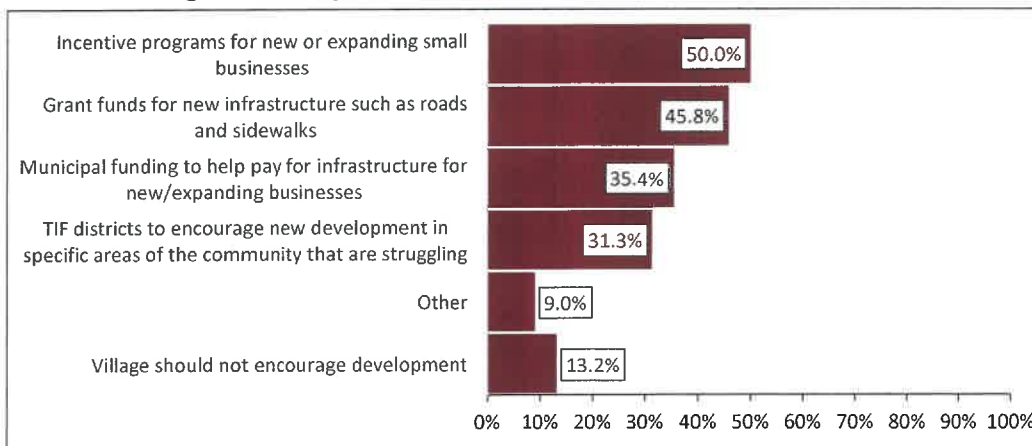
	Too little	About right	Too much
Senior housing	25.5%	69.1%	5.4%
Entertainment/cultural activities	25.2%	73.5%	1.3%
Single family residential	16.1%	81.9%	1.9%
Retail shops	15.9%	82.8%	1.3%
Personal services	14.1%	83.3%	2.6%
Duplexes and townhouses	12.6%	74.8%	12.6%
Healthcare	10.5%	88.2%	1.3%
Condominiums	9.9%	72.4%	17.8%
Government	9.9%	82.9%	7.2%
Restaurants and bars	9.7%	87.1%	3.2%
Rental apartments	8.7%	60.0%	31.3%
Industrial	8.1%	85.2%	6.7%
Lodging	5.3%	90.1%	4.6%
Office	2.6%	88.7%	8.6%

- Broadly, most Oakbrook Terrace residents are satisfied with the current amount of all 14 types of development
- Most selected, **too little development of this type:**
 - Senior housing (25.5%)
 - Entertainment/ cultural activities (25.2%)
- Most selected, **too much development of this type:**
 - Rental apartments (31.3%)

Incentives to Encourage Development

Oakbrook Terrace Residents

Which of the following should the City of Oakbrook Terrace use to encourage development and business growth?*



*Respondents could select as many options as applied



Future Planning

Locations in Oakbrook Terrace in Need of Improvement

All Respondents

- 42.4% of respondents suggested at least 1 location in Oakbrook Terrace in need of improvement

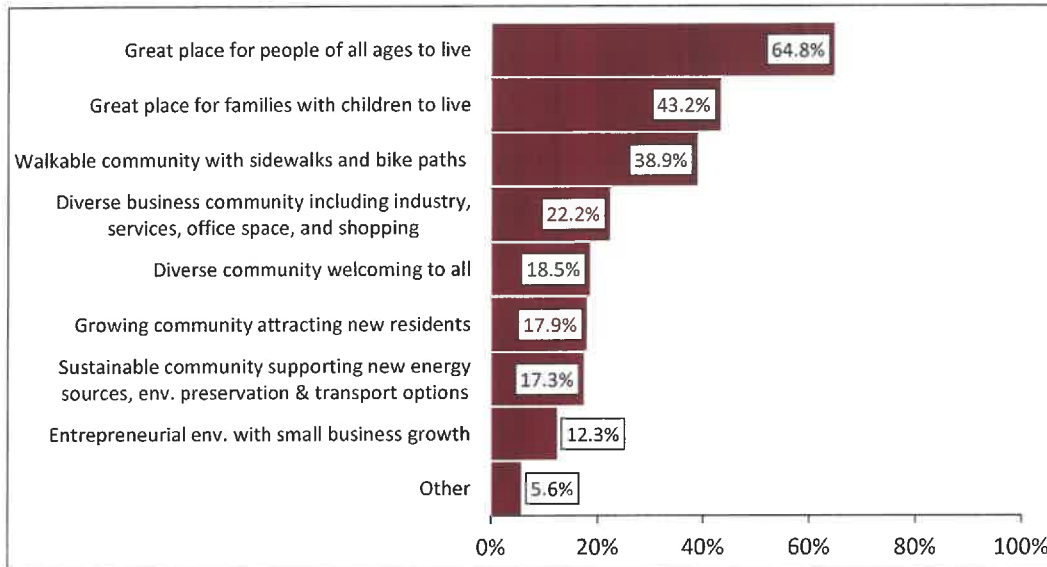
Location in Need of Improvement <i>Respondents Who Suggested a Location in Need of Improvement</i>	Percent
Parks, Park District, or paths and trails	14.7%
On or near Summit Ave.	13.2%
Overall improvement needed or unspecified location	11.8%
On or near Butterfield Rd.	11.8%
On or near Spring Rd.	10.3%
Oakbrook Center area	5.9%
Add or improve sidewalks	4.4%
On or near Roosevelt Rd.	4.4%
Other location	23.5%



APPENDIX A: COMMUNITY SURVEY RESULTS

Vision for Oakbrook Terrace in 5 Years*

Oakbrook Terrace Residents



*Respondents could select up to 3 options



Planning for Sustainability

Oakbrook Terrace or 60181 Residents

Residents were most likely to say these were **very or somewhat important** to plan for:

- Storm water management (98.0%)
- Preservation of natural areas (97.4%)
- Waste reduction and recycling (95.3%)

Residents were most likely to say these were **not very or not at all important** to plan for:

- Electric vehicle charging stations (41.2%)



APPENDIX A: COMMUNITY SURVEY RESULTS

Preferred Way to Receive News from City

Oakbrook Terrace Residents

Direct email
(62.3%)



US Postal Service
(40.1%)



City website
(34.0%)



*Respondents could select up to 2 options



Conclusions

- Respondents cite Oakbrook Terrace's location, and the availability of shopping and restaurants, as positive aspects of living in the city.
- Respondents think it is important for the City of Oakbrook Terrace to focus on improving walkability in the City.
- Respondents would like the City of Oakbrook Terrace to be a great place for people of all ages to live.
- Respondents think senior housing and entertainment or cultural activities should be added.
- Residents believe it is important for the City to plan for:
 - ☐ Storm water management
 - ☐ Preservation of natural areas
 - ☐ Waste reduction and recycling



APPENDIX B: BUSINESS SURVEY RESULTS

City of Oakbrook Terrace Business Survey *October 10, 2023*



Center for Governmental Studies
Northern Illinois University



Background and Purpose of Survey

- Online survey of business owners in the City of Oakbrook Terrace
- Objective: to gather information about the local economy and what would help businesses prosper.
- Findings will be used to update the City of Oakbrook Terrace's Comprehensive and Strategic Plans, which will guide future growth and management of the community.



3



APPENDIX B: BUSINESS SURVEY RESULTS

Survey Methodology

Questionnaire

- 26 questions
- Topics:
 - Business characteristics
 - Business performance
 - Future plans
 - Workforce
 - Perceptions of Oakbrook Terrace as a business location



Survey Methodology

Data Collection

- An invitation email with a survey link was sent to businesses. Up to 4 reminder emails were sent to non-respondents.
- The survey link was also posted on the City of Oakbrook Terrace's website and social media
 - Survey opened on August 10th, 2023
 - Survey closed on September 4th, 2023
- 51 completed surveys were received



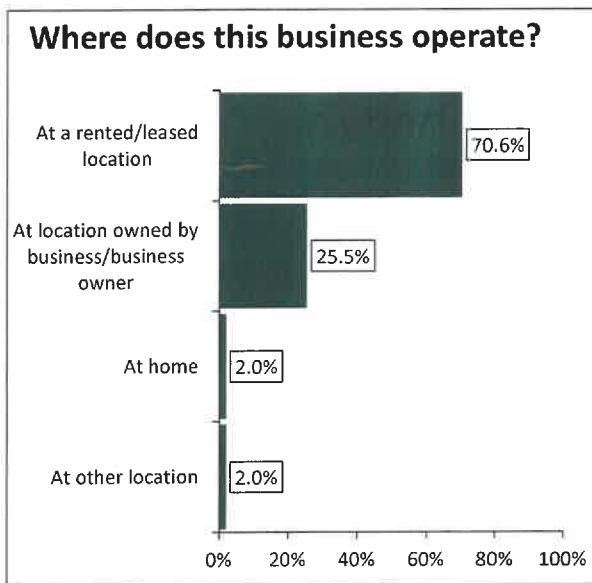
APPENDIX B: BUSINESS SURVEY RESULTS

Business Characteristics



Business Characteristics

Location

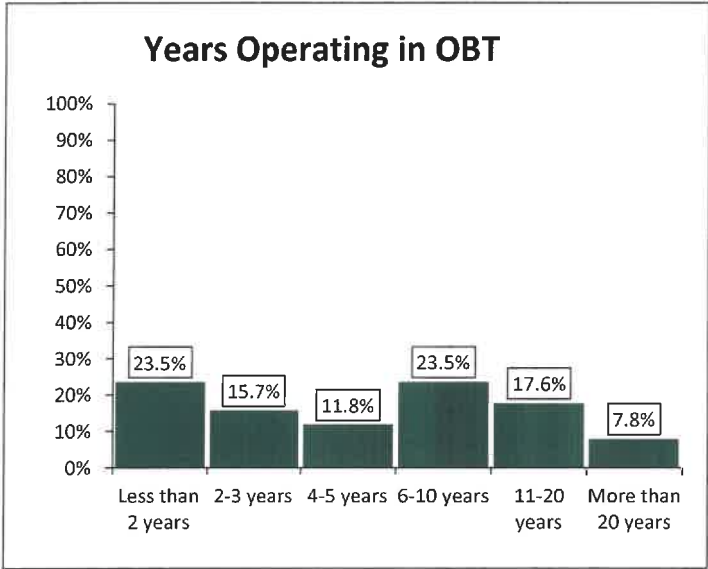


- Most businesses (70.6%) operate in rented or leased locations
- About one-quarter (25.5%) are at a location owned by the business or business owner



Business Characteristics

Years in Oakbrook Terrace

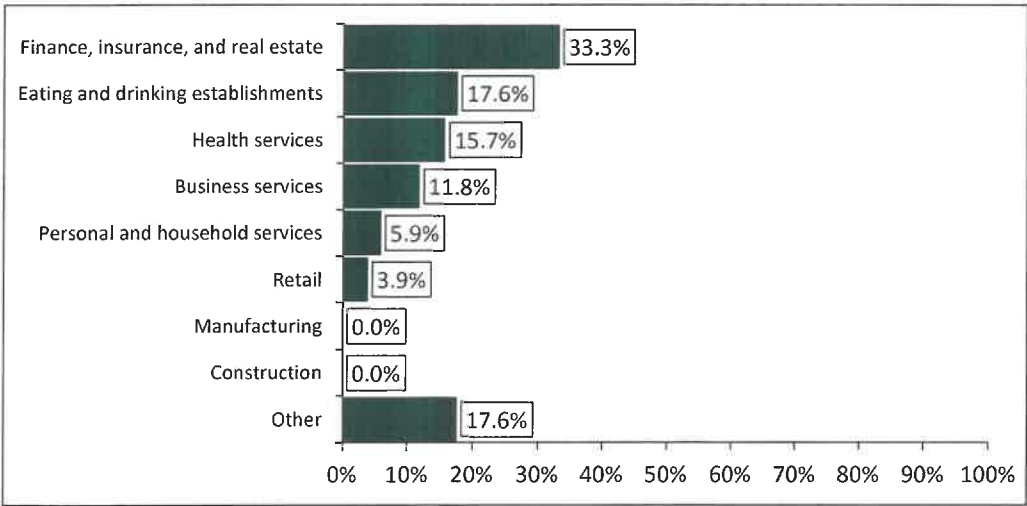


- Over half (51.5%) of the businesses surveyed have operated in Oakbrook Terrace for 5 years or less

Business Characteristics

Type of Business*

- A variety of types of businesses responded to the survey



*Respondents were able to select more than 1 option, so percentages sum to more than 100.0%

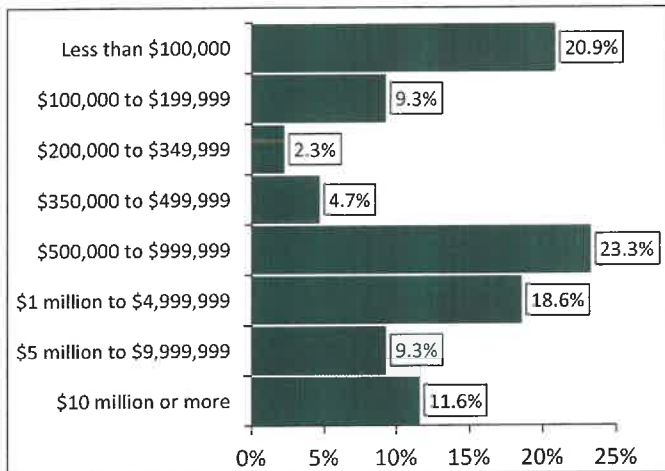


APPENDIX B: BUSINESS SURVEY RESULTS

Business Characteristics

Business Volume

What is this business' annual business volume?



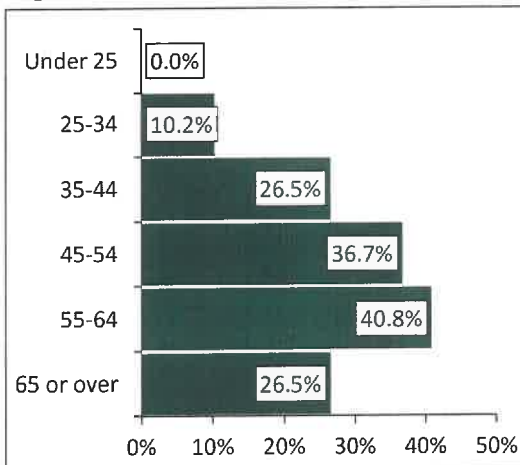
- More than half (62.8%) of businesses had annual volumes of \$500,000 or more
- However, a substantial number (20.9%) were smaller businesses with annual volumes of less than \$100,000



Business Characteristics

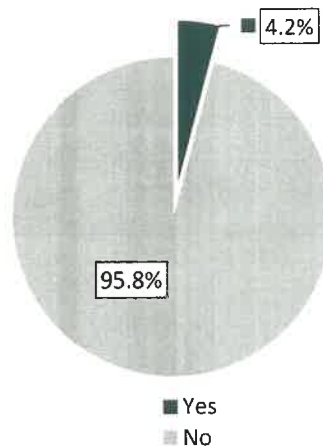
Business Owners

Age(s) of primary business owner(s)*



*Respondents were able to select more than 1 option, so percentages sum to more than 100.0%

Do the primary owner(s) of this business live in Oakbrook Terrace?

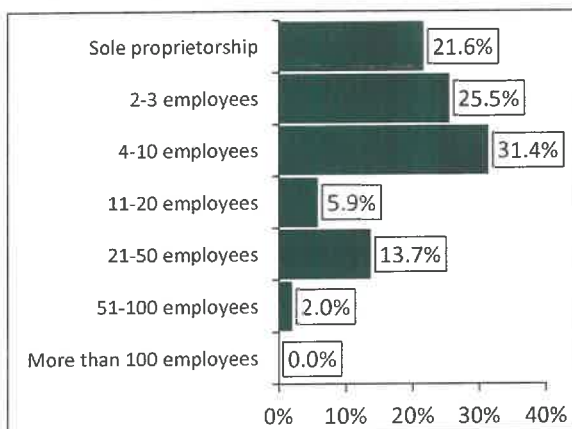


APPENDIX B: BUSINESS SURVEY RESULTS

Business Characteristics

Employees

How Many FTE Employees Does This Business Employ at the Oakbrook Terrace Location?

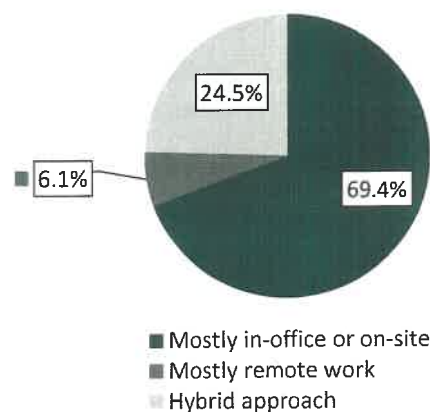


- Many businesses (78.5%) had 10 or fewer employees

Business Characteristics

Employee Work Location

Where do most of your employees work relative to your Oakbrook Terrace location?



- For most (82.0%) companies, their work location scenario (whether employees work on-site, hybrid, or remotely) has not changed since before the pandemic

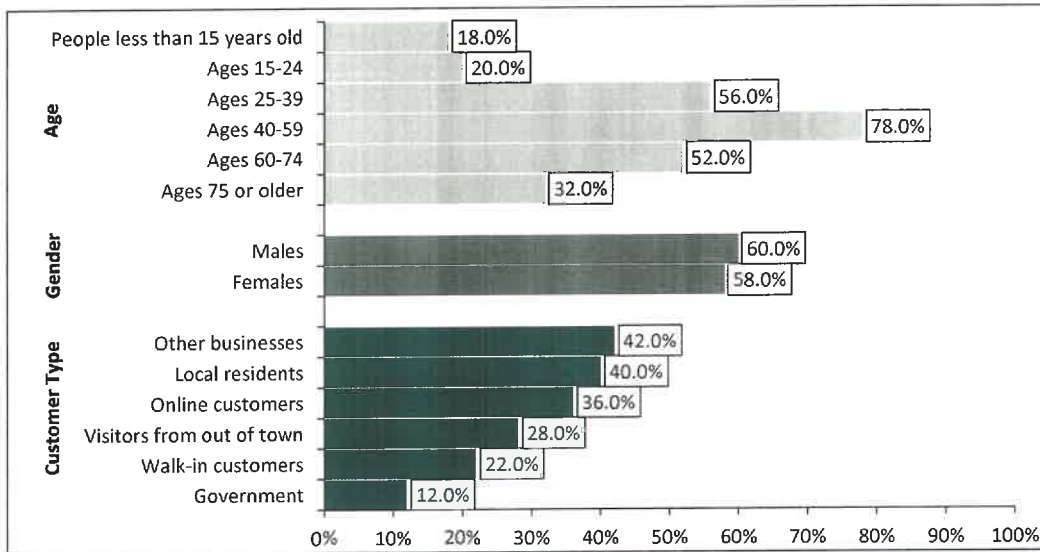


APPENDIX B: BUSINESS SURVEY RESULTS

Business Characteristics

Customers

Describe this business' frequent customers



Business Performance

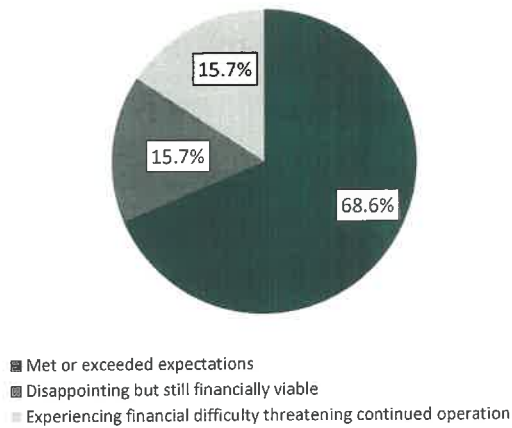


APPENDIX B: BUSINESS SURVEY RESULTS

Business Performance

Past Performance

Describe the past two years of activity for this business

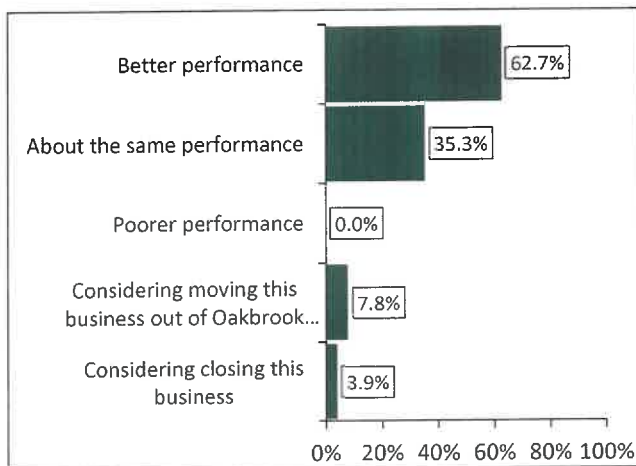


- In the past 2 years, more than 2/3 (68.6%) of businesses met or exceeded expectations
- 15.7% said the business's activity had been disappointing, but were still financially viable
- 15.7% had experienced financial difficulty threatening continued operation

Business Performance

Future Expectations

What are the expectations for this business during the next two years?



- All businesses expect either better performance (62.7%) or about the same (35.3%) performance over the next 2 years
- 7.8% are considering moving out of OBT
- Only 3.9% are considering closing the business



APPENDIX B: BUSINESS SURVEY RESULTS

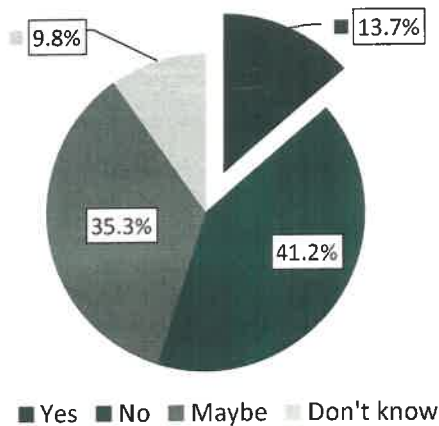
Future Plans



Future Plans

Plans for Expansion

Are there expansion plans for this business in OBT in the next 2-3 years?



- 13.7% of businesses have plans to expand in OBT in the next 2-3 years



APPENDIX B: BUSINESS SURVEY RESULTS

Future Plans

Limitations to Business' Future

Are any of these potential limitations to your business' future in OBT?

- 45.2% of businesses selected at least 1 of the 9 listed types of limitations

Most common limitations:

- Need for a larger site (45.2% of businesses that selected at least 1 limitation)
- Parking (29.0%)
- Zoning regulations (16.1%)



Future Plans

Future Challenges

What factors might significantly challenge this business in the next 5 years?

- 92.2% of businesses selected at least 1 challenge

Most common future challenges:

- Changes in our industry (44.7% of those who selected at least 1 challenge)
- Difficulty recruiting workers (36.2%)
- Increase in cost of doing business exceeds growth in revenue (34.0%)
- Competition from new similar businesses in the area (29.8%)



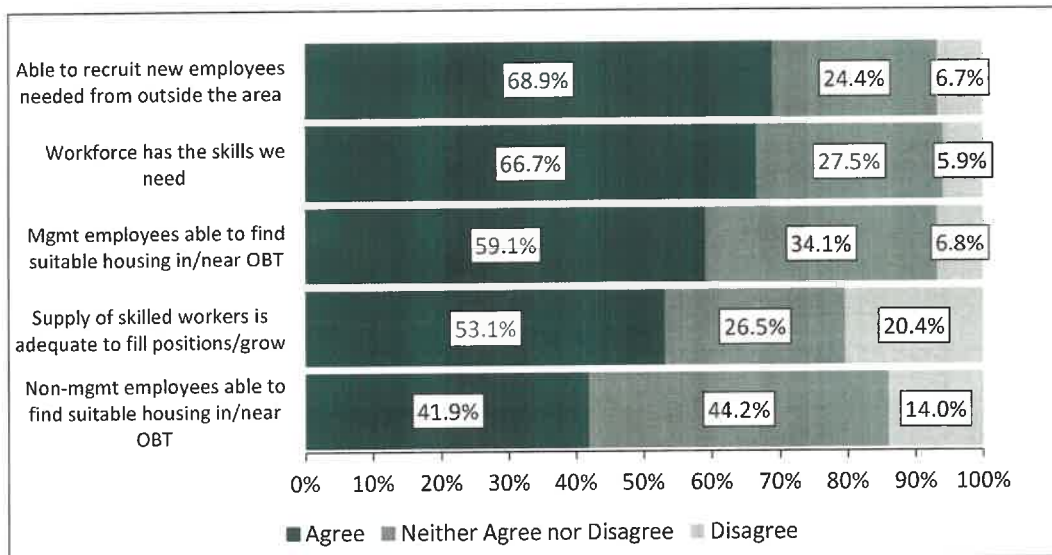
APPENDIX B: BUSINESS SURVEY RESULTS

Workforce



Workforce

Workforce Characteristics and Limitations



APPENDIX B: BUSINESS SURVEY RESULTS

Perceptions of Oakbrook Terrace as a Business Location



Perceptions of Oakbrook Terrace as a Business Location

Reasons for Locating in OBT

- 80.4% provided a reason for locating their business in Oakbrook Terrace
- The 4 most common were related to OBT's location
 - Central and convenient to transportation
 - Convenient for business, owners, customers, or clients

Response Theme	Number of Mentions	% of Valid Responses
Location (no specifics provided)	9	22.0%
Central location, convenient to transportation systems	7	17.1%
Location is convenient to customers or clients	5	12.2%
Location is convenient for business, owners, or employees	4	9.8%



APPENDIX B: BUSINESS SURVEY RESULTS

Perceptions of Oakbrook Terrace as a Business Location

Strengths as a Business Location

- Businesses were asked to name up to 3 of OBT's strengths as a business location
 - 70.6% named at least 1 strength
 - OBT's location was by far the most frequently mentioned strength

Response Theme	Number of Mentions	% of Valid Responses
Location	35	40.7%
Other businesses, retail, or restaurants	18	21.2%
City government or leadership, business friendly city	6	7.1%
Safety	6	7.1%



Perceptions of Oakbrook Terrace as a Business Location

Challenges as a Business Location

- Businesses were asked to name up to 3 of OBT's challenges/weaknesses as a business location
 - Less than half (43.1%) named at least 1
 - No single common theme to challenges

Response Theme	Number of Mentions	% of Valid Responses
Red light/traffic cameras	4	10.8%
Competition from other businesses	4	10.8%
Limited space/landlocked	3	8.1%
Infrastructure	3	8.1%
Taxes	3	8.1%

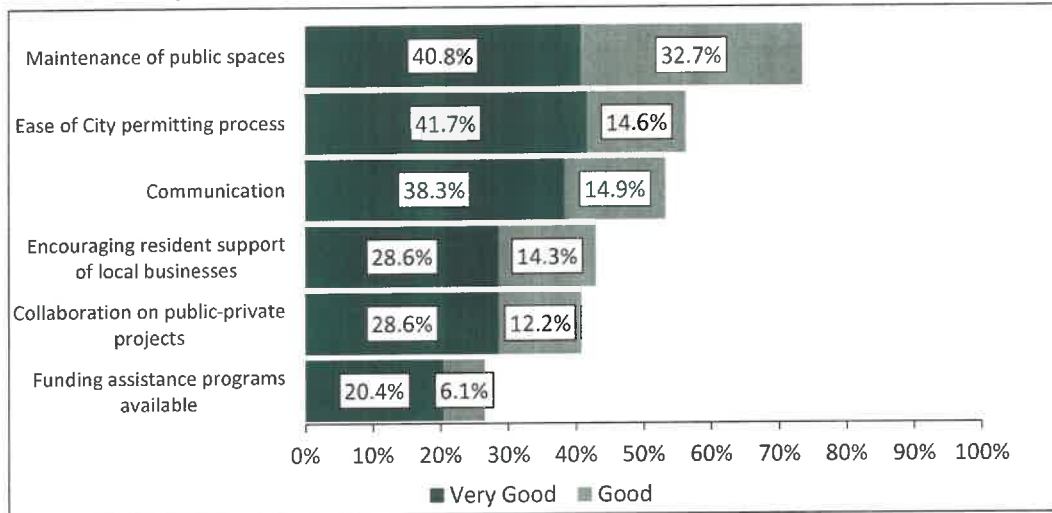


APPENDIX B: BUSINESS SURVEY RESULTS

Perceptions of Oakbrook Terrace as a Business Location

City's Relationship With Business Community

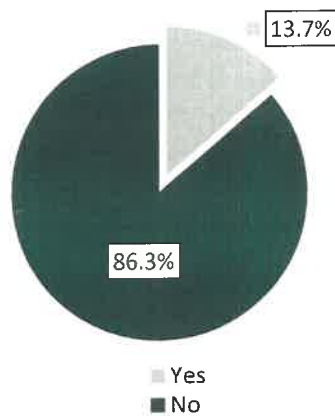
How would you rate the City's relationship with the business community on...



Perceptions of Oakbrook Terrace as a Business Location

Locations in Need of Improvement

Is there a location/area within OBT that you think needs attention?



- Very few businesses (13.7%, or 7 businesses) said there was a location in need of attention
- No clear themes, but suggestions included:
 - Streets, paving, traffic control (2 businesses)
 - Use of empty space/buildings (2 businesses)



APPENDIX B: BUSINESS SURVEY RESULTS

Perceptions of Oakbrook Terrace as a Business Location

Supports for Business Growth

Few businesses made any suggestions in response to 2 questions about business supports

Are there new policies, regulations, or actions **the City could take** that would help this business?

- Very few (7.8%, or 4 businesses) made a suggestion

Besides city actions, what else would help this business grow in Oakbrook Terrace?

- 31.4% named at least one support
- Responses included:
 - Promotion, awareness, or advertising of local businesses (28% of those who named a support, or 7 businesses)
 - Offering public or social events (12.0%, or 3 businesses)

Conclusions

- Overall, the majority of businesses are satisfied with Oakbrook Terrace as a business location
- One of OBT's clearest strengths is its location and concentration of business activity
 - But this relatively landlocked location also provides a challenge
- Relatively few respondents identified challenges within OBT, or supports which could help area businesses
- Some respondents describe OBT leaders as business friendly. However, fewer than half gave very good/good ratings to:
 - Encouraging resident support of local businesses (42.9%)
 - Collaboration on public-private projects (40.8%)
 - Funding assistance available (26.5%)



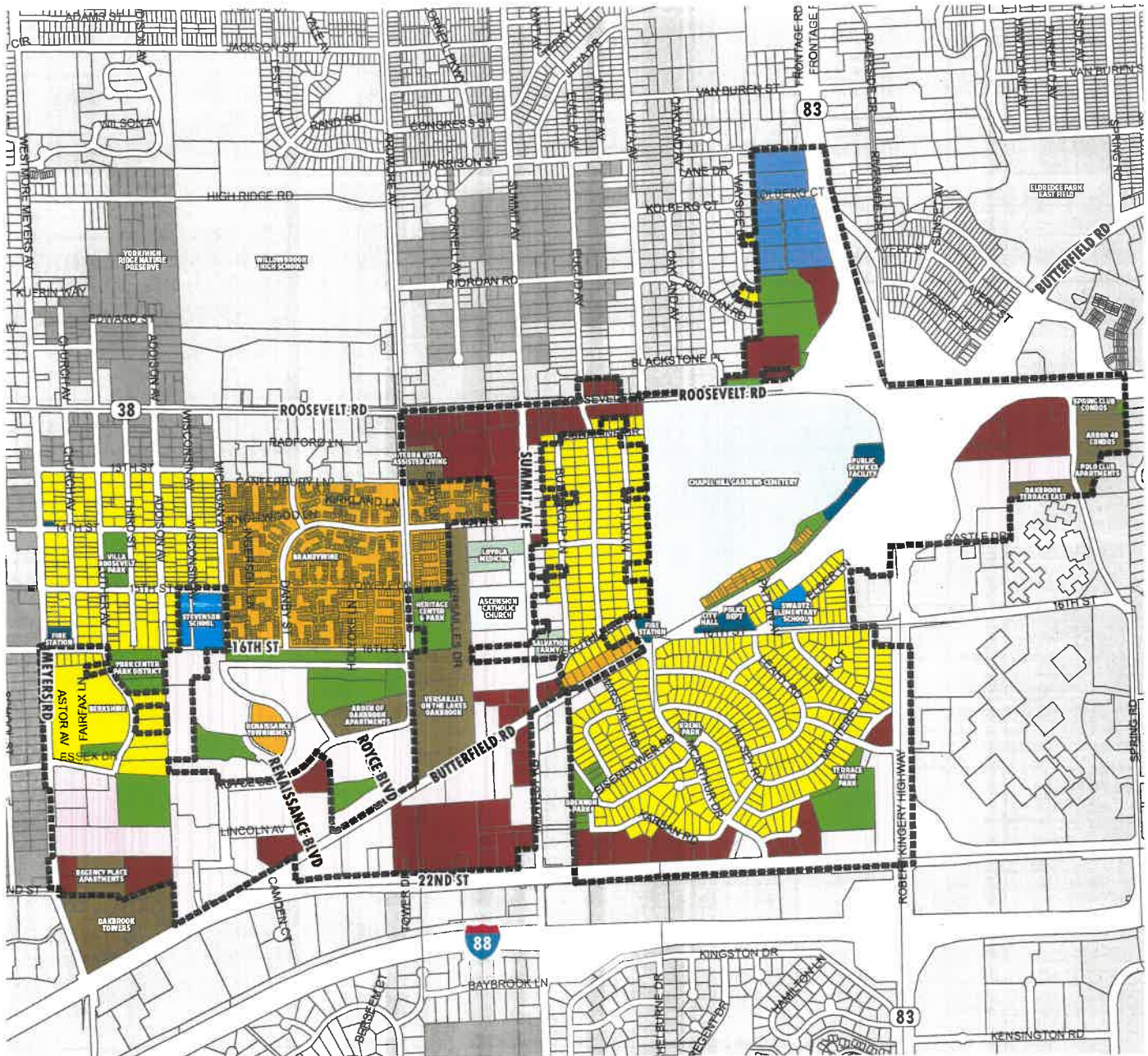
APPENDIX B: BUSINESS SURVEY RESULTS

Conclusions

- The most common limitations to business' future in OBT were related to land use
 - Need for a larger site
 - Parking
- Most businesses stated:
 - They could recruit new employees from outside the area
 - The workforce has the skills needed
- But were less likely to be confident that:
 - The supply of skilled workers is adequate to fill positions and grow
 - Non-management employees would be able to find suitable housing in the area



APPENDIX C: FUTURE LAND USE PLAN SCENARIOS [SCENARIO A]



LEGEND

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential
- Commercial
- Office
- Light Industrial
- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary

SCENARIO A:

Focus growth by (1) building out undeveloped residential lots with single family homes, (2) maintaining the light industrial anchor at the northwest corner of Roosevelt Rd and IL Route 83, and (3) building out the office core at the far southwest end of the city by including creative office uses instead of traditional offices.

2,751

Oakbrook Terrace's 2022 population, per the U.S. Census ACS 5-Year Estimates

27

New residents added to city's population by building out new residential shown on Future Land Use Plan

2,778

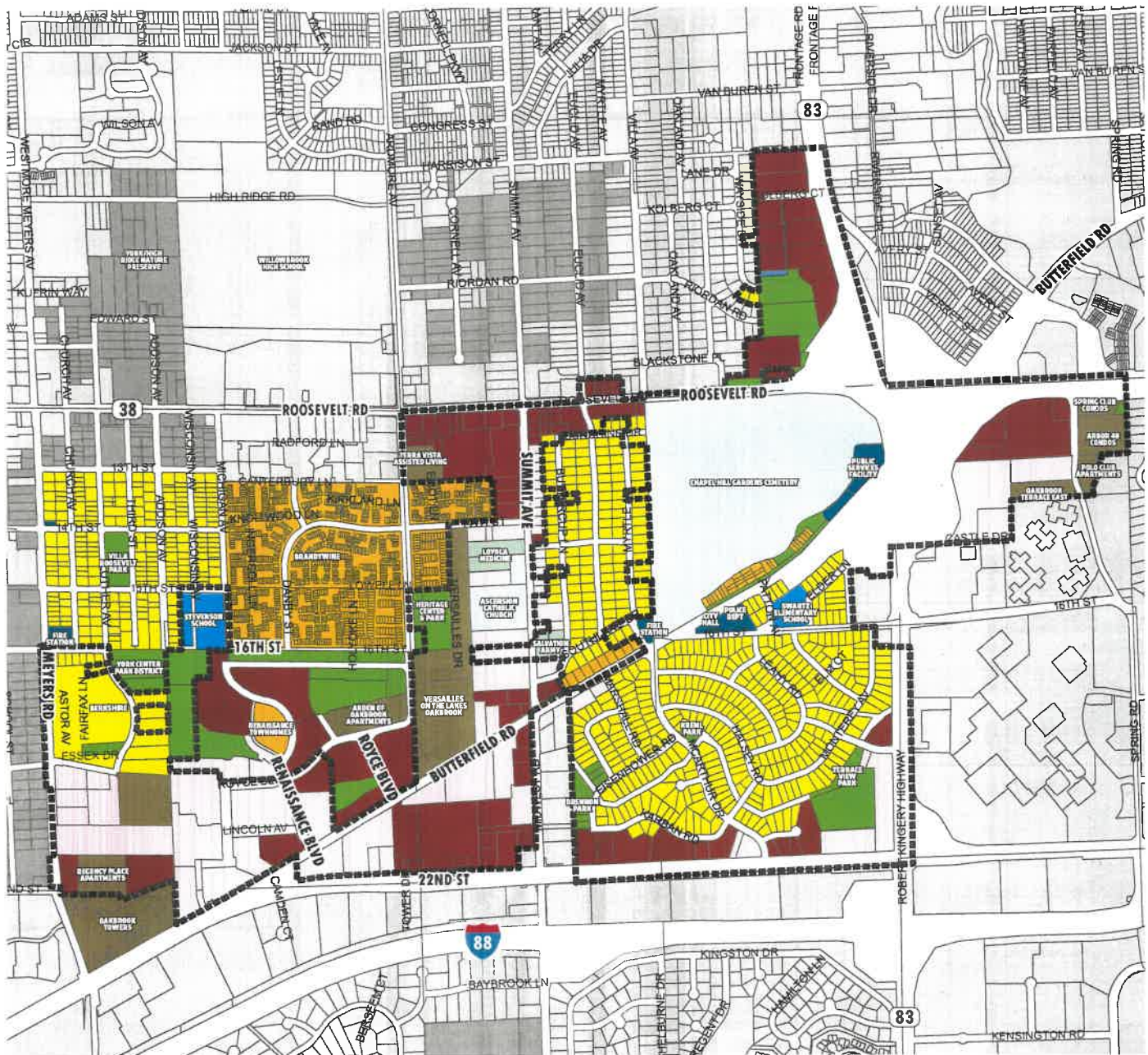
Ultimate population if new residential growth is added to Oakbrook Terrace's 2022 population

1.0%

Population growth as a percentage of Oakbrook Terrace's 2022 population



APPENDIX C: FUTURE LAND USE PLAN SCENARIOS [SCENARIO B]



LEGEND

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential
- Commercial
- Office
- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary

SCENARIO B:

Focus growth by (1) building out undeveloped residential lots with single family homes, (2) adding commercial uses in a mixed use town center format at the Roosevelt Rd/IL Route 83 and Butterfield Rd/Royce Rd intersections, and (3) encouraging a mix of moderate to high density housing.

2,751

Oakbrook Terrace's 2022 population, per the U.S. Census ACS 5-Year Estimates

91

New residents added to city's population by building out new residential shown on Future Land Use Plan

2,842

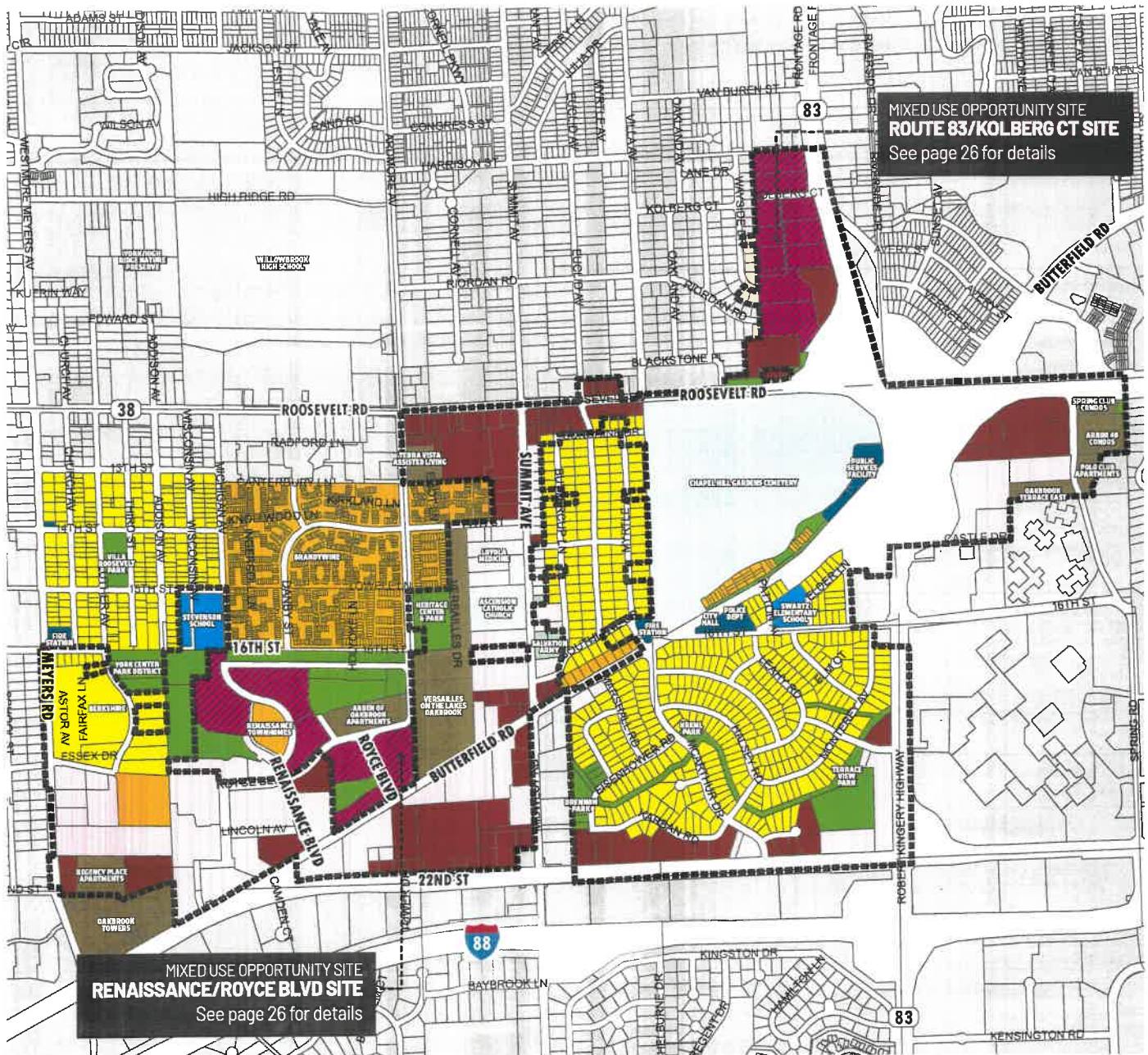
Ultimate population if new residential growth is added to Oakbrook Terrace's 2022 population

3.3%

Population growth as a percentage of Oakbrook Terrace's 2022 population



APPENDIX C: FUTURE LAND USE PLAN SCENARIOS [SCENARIO C]



LEGEND

- Single Family Detached Residential
- Single Family Attached Residential
- Multi Family Residential
- Mixed Use [RESIDENTIAL + COMMERCIAL/OFFICE]
- Commercial
- Office
- Institutional
- Government
- School
- Religious
- Parks and Open Space
- Municipal Boundary

SCENARIO C (PREFERRED):

Focus growth by (1) building out undeveloped plats and infill parcels, (2) adding new residential development generally west of Ardmore Avenue west parts of town, (3) pursuing potential mixed use town center concepts in two key areas, and (4) considering adaptive reuse to reimagine vacant or underutilized office spaces.

2,751

Oakbrook Terrace's 2022 population, per the U.S. Census ACS 5-Year Estimates

458

New residents added to city's population by building out new residential shown on Future Land Use Plan

3,209

Ultimate population if new residential growth is added to Oakbrook Terrace's 2022 population

16.7%

Population growth as a percentage of Oakbrook Terrace's 2022 population



Chairperson
Patricia Freda

Vice Chairperson
Ann Ventura

Secretary
Sarah Cavazos



Commissioners
Nicole Berkshire
Fabio Cavalieri
Jan Donoval
Douglas Jackson
Michael Sarallo

To: Mayor and City Council
City of Oakbrook Terrace

From: Planning & Zoning Commission

Re: Letter of Recommendation
Comprehensive Plan Update
Case #25-03

Date: October 30, 2024

Ladies and Gentlemen:

Your Planning and Zoning Commission transmit for your consideration its recommendation to consider a new Comprehensive Plan for the City of Oakbrook Terrace and take public comment concerning the proposed Comprehensive Plan.

After due notice as required by law, the Oakbrook Terrace Planning and Zoning Commission held a public hearing on October 29, 2024. By a vote of 6 to 0, the Planning & Zoning Commission recommended approval of the request.

Respectfully,
Patricia Freda, Chairperson
Planning & Zoning Commission
City of Oakbrook Terrace



City of Oakbrook Terrace
Minutes of the Planning & Zoning Commission Meeting
October 29, 2024

I. CALL TO ORDER

The Planning and Zoning Commission meeting was called to order by Chairperson Freda at 6:00 P.M.

Chairperson Freda asked Planning and Zoning Secretary Cavazos to take a roll call.

Present: Commissioners Cavalieri, Jackson, Donoval, Berkshire, Vice Chairperson Ventura and Chairperson Freda

Absent: Commissioner Sarallo

Also Present: Melissa Headley, Community Development Director; Sarah Cavazos, Planning and Zoning Secretary; Tom Halleran, City Attorney; Mim Evans, Senior Research Associate, Northern Illinois University; Todd Vanadilok, Principal Planner, Egret + Ox Planning; and Art Slizevicius, Resident.

II. APPROVAL OF MINUTES

1. Minutes of the Public Hearing Case #25-02, Petitioner: Hamra Chicago, LLC

Chairperson Freda asked for a motion to approve the minutes of the public hearing Case # 25-02

MOTION Vice Chairperson Ventura moved to approve the minutes and Commissioner Cavalieri seconded the motion.

Ayes: Commissioners Cavalieri, Jackson, Donoval, Berkshire, Vice Chairperson Ventura and Chairperson Freda

Nays: None

Abstain: None

Absent: Sarallo

MOTION PASSED WITH A 6-0 VOTE

III. ACTION ITEMS/PUBLIC HEARINGS:

**1. Case #25-03
Comprehensive Plan Update
Petitioner: Oakbrook Terrace**

Director Headley stated in August 2022, the City entered into an agreement with NIU's Center for Governmental Studies to update the City's Comprehensive Plan. Our current comprehensive plan was last updated in March 2007. NIU along with staff and various stakeholders have been working on the Comprehensive Plan update since the winter of 2023. Mim & Todd will go over the update process and an overview of the visions, goals and objectives. They will also discuss the future land use plan. We published the public hearing notice in the Daily Herald as required. We also left a copy of the plan and the boards from the open house in the lobby at City Hall. As of this time, the city has not received any written comments.

Senior Research Associate Mim Evans explained that the comprehensive plan is an essential feature of long-term planning. It is both a process and document for creating a broad, long-term vision for future land uses and the built environment. The updated plan contains a map of the future land uses for an entire planning jurisdiction, addressing all physical elements in the area, for a long period (usually around 20 years). The updated plan lays the foundation for zoning codes, should you choose to make any updates to coordinate the two. The comprehensive plan is a legal tool for implementing the vision of the future contained in the comprehensive plan.

Plan preparation process included inventory and data collection, community input, task force work sessions, document preparation, final review and adoption which is presented to city officials and the public. The task force developed plan elements, residents were represented on the task force and shared their expertise. Surveys were sent to businesses and residents. There were 169 responses from residents and 51 responses from businesses. The project website had 287 visits and 55 comments. Ms. Evans discussed the differences between goals, objectives, and strategies and provided examples of each from the plan. The next step was to develop the land use map and Todd Vanadilok of Egret + Ox Planning led that portion of the discussion.

Principal Planner Todd Vanadilok walked us through some of the core elements of the comprehensive plan such as, Land Use and development, economic development, housing, community facilities & assets, environmental sustainability, and community design. He explained the objectives of the comprehensive plan, how they were developed and how they were prioritized. He explained the series of exercises used to help the task force with the development of future land use map and what types of developments they would prefer based on different scenarios. The task force was

Planning & Zoning
Commission Meeting
October 29, 2024
MINUTES

presented with three different scenarios of land use for our community. This was a little bit different than other communities they have worked with because we have limited room for growth or development. There are certain sites for redevelopment included in the three growth scenarios. He explained there are sites available along Route 83 like the Robinette site and around Renaissance and Royce boulevard. Those are the two major development sites in terms of size and potential. He shared examples of different town centers in the region. He noted that the Robinette site becoming a town center development would be unlikely because access is constrained. That doesn't mean it couldn't happen; it just means that you need a developer to resolve the access issues. The other key aspect of the plan is our community facilities and assets map that shows where our schools, civic uses, city hall, police department, fire departments, water tower and open spaces. The green dotted line shows existing trails and the yellow dotted lines are potential trails. This would encourage creating a trail network within the community connecting our different park sites throughout. To close we have the implementation plan, there is a list of objectives under each of the eight goals and for each objective there's a list of strategies. That concluded the presentation and Commissioners were given the opportunity to ask questions and provide feedback.

Commissioner Cavalieri asked the commission to re-examine the objective related to enhancing the local trail network, including connectivity. The trails are a low priority, and he would like them to become a medium priority. The trail system is not a large area, and it would be nice to see it improved. The other item is the air quality and road noise. We need to reduce the level of noise and improve the air quality. He mentioned that renters in 2012 were 50% and now are at 72%. He asked if we should consider adding an objective to curb and slow down the trend of increasing renters. He also suggested adding sidewalks as an objective because it was a suggestion from the resident survey.

Commissioner Jackson asked what role the planning and zoning commissioners have that is different from the residents of this town?

Director Headley responded we take input from all the residents in the community, but one of the things that you're tasked with is reviewing the document, recommending approval and suggesting changes to the document. Also, the Commission is tasked with considering the long-term goals identified in the plan when making future recommendations for new developments.

Commissioner Jackson inquired if the city council is likely to consider them as less significant in this case than other cases when they vote on things.

Director Headley explained the City Council weighs the Commission's recommendations just as strongly with relation to the comprehensive plan as any other request for relief. They review the minutes, they review the discussion and then decide if they agree or not. They weigh the considerations of the commission with the same level whether it's the comprehensive plan or some other development proposal.

Planning & Zoning
Commission Meeting
October 29, 2024
MINUTES

Commissioner Donoval asked what we are trying to accomplish? He stated that we don't have lots of empty land and the land we do have de-annexed and went to the County.

Mr. Vanadilok explained the comprehensive plan, particularly the future land use plan, provides guidance to you as Planning Commissioners and for City officials, as well as city staff. The next step after the comprehensive plan is adopted is to update your zoning codes and zoning map to make sure the plan is consistent. With this plan the Commissioners and City Council have guidance in terms of whether to approve or deny an application.

Commissioner Berkshire responded she was on the task force and felt it was a good diverse demographic of individuals on the task force. They considered all the feedback from the surveys. The hardest part was that there are a lot of objectives we're trying to accomplish and not all of them can be high priority because they involve cost and other things. We, as a group, did our best to prioritize based on the feedback from the community surveys. She expressed what a nice job they did putting it all together and thanked them.

Chairperson Freda questioned the accuracy of the 72% renter occupancy statistic. She also inquired about adding the future development of Summit Avenue and the empty lot off Roosevelt Road as development opportunities. She asked if there were any other commissioner questions or comments. There were none.

Chairperson Freda asked if any members of the public wished to speak. There was no public comment.

Chairperson Freda asked for a motion to approve case 25-03 Comprehensive Plan.

MOTION Commissioner Berkshire moved to approve Case 25-03. Commissioner Cavalieri seconded the motion.

Ayes:	Commissioners Berkshire, Donoval, Jackson, Cavalieri, Vice Chairperson Ventura and Chairperson Freda.
Nays:	None
Abstain	None
Absent:	Sarallo

MOTION PASSED WITH A 6-0 VOTE

Chairperson Freda asked Director Headley when the Planning & Zoning Commission recommendation will go to City Council.

Director Headley replied the letter of recommendation will be placed on the agenda for the November 12th City Council meeting. She also reminded the commission the November 5th meeting is cancelled and inquired if the Commission is available for a hearing on November 19th for text amendments related to our recent workshops.

Planning & Zoning
Commission Meeting
October 29, 2024
MINUTES

Commissioner Cavalieri replied he wasn't at all the workshops. Director Headley replied the approved minutes would be provided. Commissioners agreed that they would be available on November 19th.

IV. ADJOURNMENT:

MOTION Chairperson Freda asked for a motion to adjourn the meeting. Commissioner Cavalieri made the motion and Commissioner Berkshire seconded the motion.

Ayes: Commissioners Berkshire, Donoval, Jackson, Cavalieri, Vice
Chairperson Ventura and Chairperson Freda
Nays: None
Abstain: None
Absent: Sarallo

MOTION PASSED WITH A 6-0 VOTE

Chairperson Freda adjourned the meeting at 6:32 pm.

Respectfully submitted by,

Sarah Cavazos
Planning & Zoning Secretary

NOV 12 2024

City of Oakbrook Terrace

Fiscal Year 2026 Budget Calendar Detail

October 21, 2024	Budget Kick-off, new guidelines and any changes for the FY 2026 Budget are discussed and worksheets are distributed to Department Heads.
November 12, 2024	Property tax levy estimates (35 ILCS 200/18-60) must be determined not less than 20 days prior to the adoption of the actual levy.
November 29 2024	Department Heads must submit their FY 2026 proposed Budget and updated capital improvement requests on presubscribed forms to the City Administrator and Finance Director. Department Heads must include all supporting documentation justifying changes in service levels and activities. In addition, Departments link their proposed budgets to the strategic goals.
December 1 – 31, 2024	Department Heads review their budgets with the City Administrator. The City Administrator reviews Department budgets in light of major increases, new programs, and to ensure the Departments complied with the budgetary guidelines for the year. The City Administrator also reviews the departmental budgets for mistakes and accuracy in calculation of their requests. Finally, the City Administrator reviews the Department requests to determine if certain requests achieve overall strategic goals. Department Heads will make any necessary changes and re-submit their revised budgets to the City Administrator.
December 10, 2024	Truth in Taxation Hearings (35 ILCS 200) are required by all governmental units in Illinois when the proposed levy is 105% more than the prior year. The purpose of the Truth and Taxation hearings is to disclose through publication and public hearing proposed levy increases in excess of 105%. Public hearings and notices are only required when the levy exceeds the prior year's final extension by 105%. The notice of the Truth and Taxation hearing must be published in a local newspaper not more than 14 days nor less than 7 days prior to the actual public hearing date. If the proposed levy is less than a 105% increase, then no hearing or notice is required.
December 10, 2024	The levy is adopted by the Council and must be filed with the County Clerk's Office by the last Tuesday in December. The City Council through separate ordinance (following the levy of taxes) may abate or reduce the levy (reduce the property tax collections) for a specific amount that the City has other resources available to pay for debt service.
January 13, 2025	The Finance Director formulates revenue projections by fund. Revenue forecasts are one of the most important steps in the budget process because it can determine the ultimate level of spending.
January 20, 2025	The City Administrator along with the Finance Director reviews final Department requests in light of revenue considerations.
February 18, 2025	Once the City Administrator and Finance Director reviews all Departmental budget requests, the proposed FY 2026 Budget is submitted to the City Council. The City Council begins their budget evaluations and analysis.
March 7, 2025 & March 14, 2025	During the budget meetings special consideration is paid to the level of employee pay, pensions, insurance, and other benefits which typically represent 60% of the City's General Fund budget. All revisions and changes resulting from these meetings will be incorporated in the final proposed FY 2026 Budget.
April 1, 2025	The proposed Budget will be available for public inspection at City Hall. Illinois Budget Law (65 ILCS 5/8-2-9.1) requires municipalities to have a draft edition of the Budget be available for public inspection at least ten (10) days before approval. A notice of the public hearing will be published in the local paper.
April 22, 2025	Illinois Budget Law (65 ILCS 5/8-2-9.1) requires municipalities to hold a public hearing prior to the adoption of the Budget. The Budget can be adopted anytime after the public hearing. Notice of the public hearing shall be published in the newspaper at least one week before the budget hearing.
April 22, 2025	City Code and State Statute requires that the Budget must be adopted prior to the beginning of the fiscal year or May 1. The City's Budget is adopted through ordinance and the Capital Improvement Fund's five (5) year plan is adopted through resolution.
May 20, 2025	The FY 2026 Budget will be filed with the DuPage County Clerk as required by State Statute within 30 days of adoption.
July 22, 2025	The FY 2026 Budget must be filed with the GFOA within 90 days of City Council approval for the Distinguished Budget Presentation Award System.

NOV 12 2024**Interdepartmental Memo**

To: Mayor Esposito and City Council
From: Tanya Walker, Finance Director
Re: 2024 Property Tax Levy Estimate
Date: November 12, 2024

Each year, the first step of the tax levy process involves adopting a tax levy estimate for purposes of holding a public hearing (if required).

Although Oakbrook Terrace is a home rule community, the City Code contains a provision placing the City under similar limitations imposed by the property tax cap. Pursuant to PTELL (Property Tax Extension Limitation Law), two factors determine how much the City can increase its levy by each year: the equalized assessed valuation (EAV) of new construction and the year-over-year change in inflation (as measured by the Consumer Price Index or CPI).

As shown on the Exhibit A, after two consecutive years of low inflation (levy years 2015-2016), CPI returned to more of a historical norm in 2017 of 2.1%. After holding right around 2.0% in levy years 2018 through 2020, CPI fell to 1.4% in 2021, before skyrocketing to 7% (capped at 5% - lessor of 5% or CPI per PTELL) in 2022 followed by 6.5% in 2023. As of 2024 CPI beginning to slowly reduce and as of today is at 3.4%. For this year's levy new construction EAV is currently estimated by DuPage County at \$289,980, which would generate additional property tax proceeds of \$1,030.80 for the City, for an estimated grand total of \$36,450.45 in additional property taxes that could be levied under PTELL.

The City's actuary, Foster and Foster, recommended a 2024 Police Pension levy of \$1,420,262 which is \$114,148 less than last year's recommendation of \$1,534,410. The decrease is attributable to the lower normal cost due to a smaller active population, the application of the open amortization method and favorable plan experience. Plan experience was favorable overall on the basis of the plan's actuarial assumptions. The primary source of favorable plan experience was more turnover than expected. This gain was offset in part by losses associated with an average salary increase of 7.25% which exceeded the 5.33% assumption, lower than expected inactive mortality, and more retirements than expected. This year's actuary recommendation exceeds the amount that can actually be levied under the Property Tax Cap rules by \$498,771. Since the actuarial recommendation is higher than what the City can actually levy, the City must make up the difference for the pension contribution.

Beginning in 2016, Public Act 96-1495 authorizes the Illinois Comptroller to withhold local government distributions to municipalities that do not fund the full actuarial recommendation for the police pension. Accordingly, the City has no choice, but to finance the police pension or face reductions in state shared taxes. Furthermore, this Act requires the City to achieve a 90% funded actuarial liability by April 30, 2040. The City is on target to be 100% funded in 2040. The current funding level of the Police Pension Fund is 76.2% (as calculated by dividing the market value of assets of \$21,632,104 by the accrued liability of \$37,151,281), which is up from last year's funding level of 72.7%.

Based on the information presented above, it is the recommendation of staff that the City increase its levy by 3.40%. An increase of 3.40% over last year's property tax extension would bring this year's requested levy to \$1,109,553 an increase of \$36,450. Inclusion of new construction in the amount of \$1,031, brings the total levy request to \$1,109,553, an increase of 3.40% over the \$1,072,072 extended last year.

A tentative timeline for the 2024 tax levy process is presented below:

- November 12th (City Council) - Tax Levy Estimate review and approval
 - Tax Levy Estimate must be adopted 20 days prior to City Council approval of levy
- December 10th (City Council) - Approval of the Tax Levy Ordinance
 - Must be filed with Dupage County before the last Tuesday in December (December 31st)



Illinois Department of Revenue

Property Tax Division

101 West Jefferson Street, MC 3-450

Springfield, Illinois 62702

Telephone: (217) 782-3016

Facsimile: (217) 782-9932

PTELL – CPI for 2024 Extensions - Property Taxes Payable 2025

TO: County Assessors, Clerks and Tax Extenders in Counties Containing Taxing Districts Subject to the Property Tax Extension Limitation Law (PTELL)

FROM: Brad Kriener
Property Tax Division

DATE: 1/12/24

SUBJECT: CPI Change for 2024 Extensions (for property taxes payable in 2025) for Taxing Districts Subject to PTELL

The Consumer Price Index (CPI) "cost of living" or inflation percentage to use in computing the 2024 extensions (taxes payable in 2025) under PTELL is 3.4%

Section 18-185 of the Property Tax Code defines CPI as "the Consumer Price Index for All Urban Consumers for all items published by the United States Department of Labor." This index is sometimes referred to as CPI-U. Section 18-185 defines "extension limitation" and "debt service extension base" as "...the lesser of 5% or the percentage increase in the Consumer Price Index during the 12-month calendar year preceding the levy year..." (emphasis added).

For 2024 extensions (taxes payable in 2025), the CPI to be used for computing the extension limitation and debt service extension base is 3.4%. The CPI is measured from December 2022 to December 2023. The U.S. City Average CPI for December 2022 was 296.797 and 306.746 for December 2023. The CPI change is calculated by subtracting the 2022 CPI from the 2023 CPI. The amount is then divided by the 2022 CPI which results in 3.4% CPI. $(306.746 - 296.797) / 296.797 = 3.4\%$. The Statute indicates the lesser of 5% or the actual percentage increase, in this case 3.4% is the lesser amount.

Information on PTELL may be accessed through the department's web site at www.tax.illinois.gov under the "Property Tax" link and the "Property Tax Extension Limitation Law (PTELL)" link under the "General Information and Resources" heading.

If you have any questions concerning the change in the consumer price index (CPI), please contact us at REV.PropertyTax@Illinois.gov.

Illinois Dept. of Revenue
History of CPI's Used for the PTELL
01/31/2024

Year	December CPI-U	% Change From Previous December	% Use for PTELL	Comments	Levy Year	Years Taxes Paid
1991	137.900	--				
1992	141.900	2.9%	2.9%		1993	1994
1993	145.800	2.7%	2.7%	{5 % for Cook}	1994	1995
1994	149.700	2.7%	2.7%		1995	1996
1995	153.500	2.5%	2.5%		1996	1997
1996	158.960	3.6%	3.6%		1997	1998
1997	161.300	1.5%	1.5%		1998	1999
1998	163.900	1.6%	1.6%		1999	2000
1999	168.300	2.7%	2.7%		2000	2001
2000	174.000	3.4%	3.4%		2001	2002
2001	176.700	1.6%	1.6%		2002	2003
2002	180.900	2.4%	2.4%		2003	2004
2003	184.300	1.9%	1.9%		2004	2005
2004	190.300	3.3%	3.3%		2005	2006
2005	196.800	3.4%	3.4%		2006	2007
2006	201.800	2.5%	2.5%		2007	2008
2007	210.036	4.08%	4.1%		2008	2009
2008	210.228	0.1%	0.1%		2009	2010
2009	215.949	2.7%	2.7%		2010	2011
2010	219.179	1.5%	1.5%		2011	2012
2011	225.672	3.0%	3.0%		2012	2013
2012	229.601	1.7%	1.7%		2013	2014
2013	233.049	1.5%	1.5%		2014	2015
2014	234.812	0.8%	0.8%		2015	2016
2015	236.525	0.7%	0.7%		2016	2017
2016	241.432	2.1%	2.1%		2017	2018
2017	246.524	2.1%	2.1%		2018	2019
2018	251.233	1.9%	1.9%		2019	2020
2019	256.974	2.3%	2.3%		2020	2021
2020	260.474	1.4%	1.4%		2021	2022
2021	278.802	7.0%	5.0%		2022	2023
2022	296.797	6.5%	5.0%		2023	2024
2023	306.746	3.4%	3.4%		2024	2025

NOV 12 2024

ORDINANCE NO. 24 –

**AN ORDINANCE AMENDING THE PROVISIONS OF CHAPTER 52 ENTITLED
“WATER SUPPLY SYSTEM” OF TITLE V ENTITLED “PUBLIC WORKS” OF THE
CODE OF OAKBROOK TERRACE, ILLINOIS**

WHEREAS, the City of Oakbrook Terrace (the “City”) is a home-rule unit of local government under Article VII, Section 6 of the 1970 Illinois Constitution and, except as limited by such Section, it may exercise any power and perform any function pertaining to its government and affairs;

WHEREAS, Sections 11-117-12, 11-126-4, 11-129-10 and 11-139-8 of the Illinois Municipal Code (65 ILCS 11-117-12; 11-126-4; 11-129-10; and 11-139-8) authorize the corporate authorities of the City to make and enforce all needful rules and regulations in connection with the construction, acquisition, improvement, or extension, and with the management, maintenance, care and protection of the City’s water system and to fix utility rates for municipal utilities;

WHEREAS, the City has heretofore established rules and regulations pertaining to the City’s water system and has established water rates for the supply of water from the City’s water supply system; and

WHEREAS, the City Council has determined that it is desirable, necessary and in the public interest to amend the provisions of Chapter 52 entitled “Water Supply System” of Title V Entitled “Public Works” of the Code of Oakbrook Terrace, Illinois, to provide for water rates for the City’s water supply system;

NOW THEREFORE, BE IT HEREBY ORDAINED by the City Council of the City of Oakbrook Terrace, DuPage County, Illinois, as follows:

Section 1: The recitals set forth above are incorporated herein by this reference.

Section 2: Section 52.09 entitled “Water Rates” of Chapter 52 entitled “Water Supply System” of Title V Entitled “Public Works” of the Code of Oakbrook Terrace, Illinois, as amended, is hereby further amended to read as follows:

§ 52.09 WATER RATES

(A) Beginning January 1, 2015, and thereafter, each lot or premises within the city that is served by the municipal water system shall pay a minimum monthly water service charge of ~~\$29.91~~\$59.82 for up to and including the first ~~36~~,000 gallons of water use, and shall pay \$9.97 per 1,000 gallons of water use thereafter, rounded down to the nearest 1,000 gallons.

(B) Beginning January 1, 2015, and thereafter, each lot or premises within the Westlands that is served by the municipal water system shall pay a minimum bi-monthly water service charge of \$89.76 for up to and including the first 6,000 gallons of water use, and shall pay \$14.96 per 1,000 gallons of water use thereafter, rounded down to the nearest 1,000 gallons.

(C) Water use charges for each lot or premises outside the city limits that is served by the municipal water system shall be according to established city policies.

(D) The city reserves the right to permanently impose higher water service charges on lots or premises located outside the municipal boundaries than on lots or premises located within the municipal boundaries.

(E) The city reserves the right to make reasonable changes in water service rates to reflect changes in costs of providing water service.

(F) Beginning February 1, 2010, and thereafter, each new owner of real estate served by the municipal water system and each new registered customer of the municipal water system shall deposit \$75 each with the city to cover non-payment of water bills. This deposit shall be applied to the final water bill. Failure of the owner or registered customer to make such deposit within ten days after occupancy will be considered cause to discontinue the water service to the real estate as provided in § 52.11.

Section 3: Section 52.17 entitled “Turning Water On or Off” of Chapter 52 entitled “Water Supply System” of Title V Entitled “Public Works” of the Code of Oakbrook Terrace, Illinois, as amended, is hereby further amended to read as follows:

§ 52.17 TURNING WATER ON OR OFF.

(A) Any person or business entity taking possession of property served with water by the city shall, on or before taking possession of the property, complete and deliver to the city’s Finance Director a Water Service Application accompanied by the required deposit for water service.

(B) Any person or business entity that takes possession of property served with water by the city and fails or refuses to complete and deliver to the city’s Finance Director a Water Service Application accompanied by the required deposit for water service shall be fined not less than fifty dollars (\$50.00). Each day upon which such violation continues shall constitute a new offense.

(C) Where the water for any reason has been turned off by the city, no person, except authorized representatives of the city, may turn it on again. Whenever this rule is violated, the city may shut off the water at the service cock (buffalo box) and the owner shall pay the entire expense incurred by the city for doing this work before the water may be turned again.

Section 4: All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

Section 5: If any provisions or portion of this ordinance or its application to any person, entity or property is held invalid, such invalidity shall not affect the application or validity of any other provisions or portions of this ordinance; and, to that end, all provisions and portions of this ordinance are declared to be severable.

Section 6: This ordinance shall be in full force and effect ten (10) days after its passage, approval and publication in pamphlet form as provided by law.

ADOPTED this 26th day of November 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this 26th day of November 2024.

Paul Esposito, Mayor of the City of
Oakbrook Terrace, DuPage County, Illinois

ATTESTED and filed in my office,
this 26th day of November 2024.

Michael Shadley, Clerk of the City of
Oakbrook Terrace, DuPage County, Illinois

ORDINANCE NO. 24 –

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“WATER SUPPLY SYSTEM” OF TITLE V ENTITLED “PUBLIC WORKS” OF THE
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