Village of Mount Prospect
Village Board
Regular Meeting Agenda
50 S. Emerson St. Mount Prospect, IL 60056

December 12, 2023	Village Hall - 3rd Floor Board Room	6:00 PM

1. CALL TO ORDER

2. ROLL CALL

2.1. Pledge of Allegiance - Mayor Paul Wm. Hoefert

2.2. Invocation - Trustee John Matuszak

3. APPROVAL OF MINUTES

3.1. Minutes of the regular meeting of the Village Board of December 5, 2023 and minutes of the Committee of the Whole meeting of November 14, 2023

4. MAYORS REPORT

5. COMMUNICATIONS AND PETITIONS - CITIZENS TO BE HEARD

6. CONSENT AGENDA

6.1. List of Bills - November 29, 2023, to December 5, 2023 - $8,052,988.41

6.2. A RESOLUTION IN SUPPORT OF CUMMINS ALLISON CORPORATION'S APPLICATION FOR A RENEWAL OF THEIR COOK COUNTY CLASS 6B TAX INCENTIVE FOR THE PROPERTY LOCATED AT 891 FEEHANVILLE DRIVE.

6.3. Motion to waive the rule requiring two readings of an ordinance and adopt an ORDINANCE AMENDING CHAPTER 18, "TRAFFIC" IN THE VILLAGE CODE OF MOUNT PROSPECT. This ordinance will change parking regulations along Can Dota Avenue and Milburn Avenue near Lincoln Middle School.

6.4. Motion to accept vendor AVI Proposal for a technology upgrade at the Emergency Operations Center for a total cost of $86,569.

7. NEW BUSINESS

8. VILLAGE MANAGER'S REPORT

9. ANY OTHER BUSINESS

10. Committee of the Whole

10.1. Marketing Plan Presentation

11. ADJOURNMENT

ANY INDIVIDUAL WHO WOULD LIKE TO ATTEND THIS MEETING BUT BECAUSE OF A

DISABILITY OR NEEDS SOME ACCOMMODATION TO PARTICIPATE, SHOULD CONTACT THE VILLAGE MANAGER'S OFFICE AT 847/392-6000, EXTENSION 5327

DRAFT

Village of Mount Prospect
Regular Meeting of the Village Board
Tuesday, December 5, 2023 / 7:00 PM

CALL TO ORDER

Mayor Hoefert called the Regular Meeting of the Village Board to order at 7:31 p.m. in the Board Room at Village Hall, 50 S. Emerson St.

ROLL CALL

Members present upon roll call by the Village Clerk: Mayor Paul Hoefert, Trustee Agostino Filippone, Trustee Terri Gens, Trustee Bill Grossi, Trustee John Matuszak, Trustee Colleen Saccotelli*
Absent: Trustee Vincent Dante
* Trustee Saccotelli attended the meeting remotely due to a personal illness which is a valid basis to do so.

2.1. Pledge of Allegiance - Trustee John Matuszak

2.2. Invocation - Trustee Colleen Saccotelli

APPROVAL OF MINUTES

3.1. Minutes of the regular meeting of the Village Board - November 7, 2023

Motion by Bill Grossi, second by John Matuszak to approve the meeting minutes of November 7, 2023:

Yea: Agostino Filippone, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli
Nay: None
Absent: Vincent Dante

Final Resolution: Motion Passed

MAYORS REPORT

Mayor Hoefert took a moment to honor the life of former Mayor of Mount Prospect, Gerald "Skip" Farley, who passed away on November 13, 2023. Remembering Skip Farley as a close friend and mentor, Mayor Hoefert offered words of gratitude for his achievements and the many significant contributions he made to the betterment of Mount Prospect.

4.1. PROCLAMATION: Small Business Saturday - November 25, 2023

Mayor Hoefert read the proclamation into the record and encouraged residents to support small

businesses throughout the year.

4.2. PROCLAMATION: Teddy Bear Walk Celebrates 43rd Anniversary

Mayor Hoefert read the proclamation into the record and presented it to Steph Wolferman, Department Head of Youth Services for the Mount Prospect Public Library. Ms. Wolferman thanked the Village and the Friends of the Library for their support of this popular annual family event.

4.3. A RESOLUTION FOR THE HOLIDAY SEASON - 2023

Mayor Hoefert read the Resolution for the Holiday Season and on behalf of the Board, wished everyone a wonderful holiday season.
Motion by John Matuszak, second by Bill Grossi to approve the Resolution the Holiday Season:

Yea: Agostino Filippone, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli
Nay: None
Absent: Vincent Dante

Final Resolution: Motion Passed
Resolution No. 20-23

COMMUNICATIONS AND PETITIONS - CITIZENS TO BE HEARD

Monica Schwarz
220 North Fairview Ave.

- Referencing a letter she sent to the Village Manager and each member of the Board, Ms. Schwarz expressed several concerns regarding the brightness of the newly installed digital sign at Fairview Elementary School that is affecting the neighborhood.

Village Manager Michael Cassady responded, stating the Village recently sent a letter to Fairview School detailing seven (7) points of concern regarding the sign. Mr. Cassady told Ms. Schwarz the Village will keep her updated on the progress.
Mayor Hoefert reassured Ms.Schwarz that her concerns did not fall on deaf ears and Village staff is and will continue, to monitor the situation.

CONSENT AGENDA

6.1. Monthly Financial Report - October 2023

6.2. List of Bills - November 1, 2023 to November 14, 2023 - $2,264,756.85

6.3. List of Bills - November 15, 2023 to November 28, 2023 - $4,449,057.48

6.4. Waive the rules requiring two readings of an ordinance and adopt AN ORDINANCE TO AMEND WATER AND SEWER RATES SET FORTH IN APPENDIX A, DIVISION II, VILLAGE CODE OF MOUNT PROSPECT, ILLINOIS

Ordinance No. 6709

6.5. Waive the rules requiring two readings of an ordinance and adopt AN ORDINANCE TO AMEND SOLID WASTE COLLECTION SERVICE RATES FOR INDIVIDUAL DWELLING UNITS SET FORTH IN CHAPTER 19, SECTION 19.202, VILLAGE CODE OF MOUNT PROSPECT, ILLINOIS

Ordinance No. 6710

6.6. A RESOLUTION AUTHORIZING PAYMENT TO THE MOUNT PROSPECT LIBRARY UNDER THE TERMS OF A GROUND LEASE AGREEMENT

Resolution No. 21-23

6.7. Information: Results of Request for Proposals to Provide Electricity for Village-owned Utility Pumping and Streetlighting.

6.8. Motion to accept proposals (2) for former gun range lead remediation at a total cost not to exceed $67,800.

6.9. Motion to accept Sourcewell Joint Purchasing Agreement Pricing for the purchase of one (1) new 2024 Ford Transit 350 Van in an amount not to exceed $57,695.

OLD BUSINESS - None

NEW BUSINESS

8.1. 1st reading of an ORDINANCE REGARDING THE ILLINOIS PAID LEAVE FOR ALL WORKERS ACT FOR THE VILLAGE OF MOUNT PROSPECT EMPLOYEES

Director of Human Services Heidi Neu presented the proposed ordinance regarding the Illinois Paid Leave for All Workers Act for the Village of Mount Prospect Employees.

Ms. Neu stated the Paid Leave Act for All Workers was signed by Governor Pritzker in March 2023 and will go into effect January 1, 2024. Under this Act, employers are required to provide a minimum of 40 hours of paid leave per year to be used at the employees' discretion. Ms. Neu noted that this act does not require the employee to provide the employer with a reason for the requested time off. The Village is a covered employer but the Act does not apply to federal, public school district, or park district employees. Ms. Neu stated the Act's language is broad and provides this benefit without concern for minimum staffing levels in a department. Ms.Neu added the Village provides a generous paid-time-off policy which varies by benefit group, but helps the Village remain competitive as an employer in the job market.

Ms. Neu explained that the Village can opt-out of the Act's paid leave requirements by passing an ordinance before January 1, 2024. This ordinance does not apply to other employees/employers within the Village. Ms. Neu stated other neighboring home-rule municipalities have passed a similar ordinance, including Arlington Heights, Palatine, Schaumburg, and Elmhurst.

In response to a question from the Board, Ms.Neu stated collective bargaining agreements are exempt from the Act.

Public Comment:
601 N. Wilshire Drive

- Questioned if the proposed ordinance addresses the minimal manning requirements for Police, Fire and Public Works departments

Ms. Neu responded, confirming the ordnance does cover this requirement, preserving our current paid-time-off policy.

Motion by John Matuszak, second by Bill Grossi to waive the rule requiring two readings of an ordinance:
Yea: Agostino Filippone, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli
Nay: None
Absent: Vincent Dante
Resolution: Motion Passed

Motion by John Matuszak, second by Bill Grossi to adopt the ordinance regarding the Illinois Paid Leave for All Workers Act for the Village of Mount Prospect employees
Yea: Agostino Filippone, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli
Nay: None
Absent: Vincent Dante
Final Resolution: Motion Passed
Ordinance No. 6711

VILLAGE MANAGER'S REPORT

9.1. No additional report.

ANY OTHER BUSINESS

None

ADJOURNMENT

With no additional business to conduct, Mayor Hoefert asked for a motion to adjourn. Trustee Matuszak seconded by Trustee Filippone motioned to adjourn the meeting. By unanimous voice vote, the December 5, 2023, Regular Meeting of the Village Board of Trustees adjourned at 8:00 p.m.

Respectfully submitted,

Karen M. Agoranos
Village Clerk

DRAFT

Village of Mount Prospect
Meeting of the Committee of the Whole
Tuesday, November 14, 2023 / 6:00 PM

CALL TO ORDER

Mayor Hoefert called the Meeting of the Village Board to order at 6:09 p.m. in the gymnasium at Holmes Junior High School, 1900 Lonnquist Blvd., Mount Prospect.

Members present upon roll call by the Village Clerk: Mayor Paul Hoefert, Trustee Vincent Dante, Trustee Agostino Filippone, Trustee Terri Gens, Trustee Bill Grossi, and Trustee Colleen Saccotelli. Trustee John Matuszak was absent.

Discussion - Town Hall

Mayor Hoefert opened the meeting with words honoring the life and legacy of the former Mayor of Mount Prospect, Gerald "Skip "Farley. Mayor Hoefert called for a brief moment of silence in his memory.

2.1. The meeting will be a "town hall" where residents can come before the Village Board with concerns and ideas or simply ask for information about the many things going on in the community. Along with the Village Board, key members of the Village leadership team will be in attendance. Additionally, Mount Prospect Police Sergeant Alison Teevan and Officers from Beat 3164, which includes Holmes Junior High and the surrounding neighborhoods, will be present to answer questions and discuss any relevant issues occurring in the area.

Mayor Hoefert introduced Police Chief Mike Eterno.

Chief Eterno addressed the Board and residents regarding a few important initiatives of special interest to residents of Community Consolidated School District 59(CCSDS59) including the following:

1. Beginning with the 2024 school year, the CCSD59 administration voted to place a Student Resource Officer in CCSD59 schools. The officer at Holmes Junior High will be full-time and will also support the school district's elementary schools.
2. Discussed the Police Department's community engagement initiatives. Chief Eterno explained the department's patrol beat system, stating permanent beat assignments were created to better serve the community. The area surrounding Holmes Junior High is patrolled by Beat 3164. Officers from Beat 3164 were present at the meeting to meet residents and answer questions.

Chief Eterno provided the following in response to questions from the Board:

- Student Resource Officers are armed
- The SRO assigned to Holmes will be a reassignment within the department; however, it will likely lead to an additional hire. The Police Department and CCSD59 are still working on salary and benefit arrangements that will be finalized through an Intergovernmental Agreement.
- There are no plans at this time for SROs to be assigned to schools in D57 or D27
- SRO would be assigned to the investigations division when school is out of session.

Chief Eterno introduced Sergeant Allison Teevan from Beat 3164. Sergeant Teevan provided additional information regarding Beat 3164 and its community engagement events.

In response to a question from the Board, Sergeant Teevan stated each beat has issues specific to its beat and area; Beat 3164 's focus tends toward school issues and engagements.

Board Comments:

- Suggested enhanced promotion of all beat meeting notifications to increase attendance; work with school districts to include notice of beat meetings in their newsletters
- Expressed support of beat meetings

Public Comment:
Jeff Nejdl
Resident

- Asked about the daily duties of a Student Resource Officer

Chief Eterno responded, stating their primary responsibility is to provide a safe and secure environment for students and staff; he noted that SROs do not enforce the rules set forth by the school district.

At the request of Trustee Gens, Director of Community Development Bill Cooney provided an update on new developments in this area of the Village. Mr. Cooney provided the following:

- Cloud HQ - when completed, will be the largest single development in the VIllage. Mr. Cooney stated ComEd has begun construction of their substation, which must be completed before CloudHQ can begin construction. CloudHQ is scheduled to begin construction in 2025.
- Algonquin/Rt. 83 - Dunkin' Donuts mixed-use development; scheduled to be completed and open by Summer 2024
- Linneman/Algonquin area - possible site for a new industrial building
- Improvements to the outdoor recreation park near RecPlex

Mr. Cooney and Public Works Director Sean Dorsey answered questions from the Board regarding the ComEd substation.

ANY OTHER BUSINESS

Mayor Hoefert reminded everyone that the annual Village holiday tree lighting will take place on Wednesday, November 22 at the tree's new location in the Busse Pocket Park across from Village Hall. The ChristkindImarket will be held in the Farley Community Room at Village Hall before and after the tree lighting ceremony.

ADJOURNMENT

With no additional business to discuss, Mayor Hoefert asked for a motion to adjourn. Trustee Filippone, seconded by Trustee Gens, motioned to adjourn the meeting. By unanimous voice vote, the November 14, 2023 Committee of the Whole meeting adjourned at 7:09 p.m.

Respectfully submitted,

Karen M. Agoranos
Village Clerk

Item Cover Page

Subject	**List of Bills - November 29, 2023, to December 5, 2023 - $8,052,988.41**
Meeting	December 12, 2023 - REGULAR MEETING OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	
Dollar Amount	
Budget Source	
Category	CONSENT AGENDA
Type	Action Item

Information

Attached is the List of Bills for November 29, 2023, to December 5, 2023 - $8,052,988.41

Discussion

Alternatives

1. Approve the attached List of Bills for November 29, 2023, to December 5, 2023 - $8,052,988.41.
2. Action at the discretion of the Village Board.

Staff Recommendation

Approve the attached List of Bills for November 29, 2023, to December 5, 2023 - $8,052,988.41

Attachments

1. List of Bills - November 29, 2023 to December 5, 2023

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
001 General Fund			
	A & J Sewer Service	Triple Basin Maintenance Station 12 11/08/23	$ 369.00
		Triple Basin Maintenance Station 11 11/08/23	399.00
		Triple Basin Maintenance PW 11/08/23	399.50
	Accurate Biometrics Inc	Fingerprint Services - November 2023	373.50
	Acosta, Janet	Refund Permit Fee #RB23-008293 (3017 Lynn Ct A)	100.00
	Air Comfort Corporation	PW Boiler Piping 10/26/23	11,366.00
	Air One Equipment, Inc.	Adapter, quick connect, 4500/5500 for SCBAs	760.00
		Compressor Maintenance & Quarterly Air Quality Checks 11/15/23	815.00
		Compressor Maintenance & Quarterly Air Quality Checks 11/15/23	165.00
	All Industrial Electric Inc	Refund Permit Fee #CB23-001132 (1500 Elmhurst)	75.00
	Allscape, Inc.	Turf Mowing throughout the Village 11/20/23	2,110.00
	Alvarez, Inc.	Repairing plow damage throughout the Village November 2023	1,850.00
	Amazon Capital Services	Volunteer Cups	360.00
		Program supplies	9.98
		Squad equipment supplies 12/02/23	29.97
		Office supplies 12/01/23	39.80
		Toner for Printer	89.97
		Permanent mount key lockbox for St 11	46.99
		Supplies for Shop with the Cops 11/21/23	51.61
		Privacy Screen for Front Desk	59.32
		Binders and Supplies for Community room set ups	50.80
		Privacy Screen for Front Desk CCC	59.32
		Standing Desk	139.99
	American Legal Publishing	Code Updates - Supplement Pages 6682-6690	608.14
	Arlington Power Equipment	Battery for grounds equipment	569.98
	AsureNet LLC	Refund Permit Fee #RB23-009111 (1450 Blackhawk)	100.00
	Atlas Roofing & Maintenance	Refund Permit Fee #RB23-009056 (111 Russel)	75.00
	Authorized Photo Service	ET Camera repairs 11/28/23	165.00
	Axon Enterprise, Inc.	Taser battery 11/29/23	98.10
	Baxter & Woodman, Inc.	GIS Managed Services 10/24/23	7,650.00
		GIS Managed Services 11/20/23	3,825.00
	Bedco Mechanical	EOC boiler parts and repairs 11/1/23	619.90
		St #14 boiler repairs 11/15/23	418.90
	Best Technology Systems, Inc.	Range maintenance 11/15/23	4,700.00
	Bond, Dickson & Associates PC	Adjudication Legal Services 10/26/23	630.00
	Capannari's Ice Cream	Ice Cream for Open House	1,500.00
	Carioti, Francis	Production Support for Cow on the Road 11/14/2023	362.00
	Case Lots, Inc.	Cups and garbage bags	1,059.60
	CDS Office Systems, Inc.	Equipment for squad cars 11/22/23	1,274.28
		Sierra Wireless AirLink Annual Renewal	650.00
	Charter House LLC	Payroll Hardcards for 2024 - 120qty	94.30
	Checkpoint Press	Lateral Police Officer Recruitment Ad 11/30/23	397.00
	Chem-Wise Pest Management	Pest Control - 911 E Kensington - Sept 2023	40.00
		Monthly pest control - 2000 E Kensington - November 2023	30.00
		Monthly pest control - 911 E Kensington - November 2023	40.00
		Monthly pest control - 111 E Rand - November 2023	40.00
	CIT Bank, N.A.	KIP Plotter Lease - December 2023	409.34
	Comcast	Comcast VMO Bill 11/12/2023 -12/11/2023	20.96
	Conrad Polygraph, Incorporated	Pre-employment testing - November 2023	389.50
	Cook County Recorder of Deeds	Recording Fees - October 2023	176.00
	Defensive Edge Training & Consulting Inc	Training registration for 02/05-06/2024	1,650.00
	Dell Marketing LP	Latitude 5430 Rugged Laptop for new Squad 563	2,029.48
	Dennison Leafblad, Deborah	Camera Operator for Tree lighting Ceremony 11/22/2023	250.00
	Derbick, Jason	Safety shoe reimbursement	225.00
	Emergency Medical Products	Adult SPO2 Sensors and prosplints	112.37
		Adult SPO2 sensors	314.33
	ETC Institute	2023 Community survey Invoice #2	7,500.00
	Experian	Background checks - November 2023	77.00
	Galls, LLC	Squad emergency supplies 11/02/23	107.58
	Gordon Flesch Company, Inc.	Lease Contract M204292 - 12/22/23 - 1/21/24	2,965.47
	Greater Cook County Police Captains Association	2024 Membership renewal 1/1/24-12/31/24	30.00

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
001 General Fund (continued)			
	GunMag Warehouse LLC	Weapons supplies 11/21/23	2,458.13
	Healy Asphalt Company LLC	Patching Materials 11/13/23	449.34
		Patching Materials 11/15/23	197.16
		Patching Materials 11/17/23	192.57
	Home Depot USA Inc	Statement - 10/22/23 - 11/21/23	956.58
	Hunt, Blair	Refund Permit Fee #CB23-001264 (3400 Badger)	1,590.00
	Illinois American Water Company	Water Service 2000 Kensington 12/1/23-12/29/23	44.81
	Illinois City Management	Membership renewal 7/1/23 - 6/30/24	190.75
		Job Ad Posting Fee - Director of CD/ED	50.00
		Job Ad Posting Fee - Development Planner	50.00
	Illinois Department of Revenue	IL State Withholding	36.70
	Illinois Fire Inspectors Association	3 Attendance Fees for a Seminar on 10/5/2023	30.00
	Illinois Municipal League	Job Ad Posting Fees	70.00
	Internal Revenue Service	Federal Withholding	376.02
	International Society of Arboriculture	ISA Professional Membership Renewal 1/1 -12/31/24	230.00
	Irick Investments LLC	2023 Green Buildings Grant - 34 S Main St	10,000.00
	ITOA	Course registration for 11/17/23	120.00
	J.G. Uniforms, Inc.	Patch replacement for several officers 11/22/23	649.00
		Patch replacement for several officers 11/28/23	1,999.00
	Jones and Bartlett Publishers Inc.	3 textbooks for fire academy for POC members	269.89
	Klein, Thorpe and Jenkins, LTD	KTJ Legal Services through 10/31/23	66,567.01
	Emergency Assistance	Emergency Assistance	216.00
		Emergency Assistance	324.00
	Landscape Forms, Inc.	Memorial Bench	2,790.00
	Mangan, Shawn	Refund Permit Fee #RB23-007946 (604 Russel)	100.00
	Martini, Stephen P	Production Support for Cow on the Road 11/14/2023	200.00
	Meltwater News US Inc	Meltwater subscription for 2024	21,560.00
	Menard Inc.	Electrical conduit	39.50
		Adjustable nozzle	23.98
		Marking Paint	159.96
		Cable ties and wrench	52.95
		10 foot extension cord	37.44
		Equipment maintenance supplies 11/28/23	21.88
	Monahan Law Group, LLC	In Service Training- December 13, 2023	1,200.00
	Morton Suggestion Co.	Community policing supplies 11/28/23	990.24
	Mount Prospect Emergency Food Pantry	Payroll 11/30/23 Village TTE Check	143.00
		Donation to MP Emergency Food Pantry from 5-0 5K proceeds	559.54
	Mount Prospect Historical Society	2023 Budget Allocation - December 2023	4,166.74
	NCPERS Group Life Insurance	NCPERS Group Life Insurance - December 2023	361.60
	Neopost USA Inc.	Postage Machine Replenishment 11/27/23	3,000.00
		Neopost Annual ACH Maintenance Fee	50.00
	Nicolosi, Angela	Yoga Services - November 2023	150.00
		Yoga Services - December 2023	75.00
	North East Multi Regional Training Inc	Training course registration 11/07-08/23	350.00
		Training course registration 11/13-17/23	250.00
	Northern Illinois Police Alarm System	Language line for translation services - October 2023	54.40
	Northwest Community Hospital	Fixed Costs - 2nd Quarter 2023 (Aug, Sept, Oct)	103.79
	ODP Business Solutions LLC	CD Office Supplies - November 2023	437.75
		CD Office Supplies - November 2023	75.98
	Emergency Assistance	Emergency Assistance	1,345.97
	Ozinga Materials, Inc.	Patching Materials 11/17/23	1,472.75
	Paddock Publications, Inc.	Public Notice SSA 11/7 Hearing 10/18/23	1,660.50
		Legal Notice Tax Levy 10/18/2023	302.40
	Patrick Engineering Inc.	Rand/IL-83/Kensington Intersection Improvement PII 8/26-10/27/23	54,513.68
	Precise Digital Printing Inc	Yard Sign Printing for Halloween Decorating Contest 2023	56.25
	Quill Corporation	Office Supplies - 2024 Journal	17.78
	Ralph Helm Inc	14 inch chain for chainsaw	49.90
	Ray O'Herron Co Inc	MCAT Uniform supplies 11/24/23	172.99
	RC Topsoil Inc	Topsoil 11/8/23	377.00
	Reliance Standard Life Insurance Co.	Short Term Disability - November 2023	4,002.22
	Robert W. Hendricksen Co.	Tree Trimming throughout the Village 11/28/23	6,673.50

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
001 General Fund (continued)			
	Robert W. Hendricksen Co. (continued)	Tree Trimming throughout the Village 11/29/23	12,771.25
	Skorob, Natalia	Zumba Gold 12/1/23	60.00
	SST USA Inc	Training course registration 04/04/2024	50.15
	Staples Contract & Commercial, Inc.	Office supplies 11/25/23	367.84
	Symbolarts, LLC.	Dept badge supply 11/13/23	4,405.50
	Tennant Sales and Service Company	Tennant replacement parts for Station 13's floor scrubber	271.40
		Credit memo - duplicate order	(271.40)
	The Chicago Embroidery Company	Patches for Honor Guard 11/28/23	865.00
	Emergency Assistance	Emergency Assistance	1,606.70
	The Stevens Group LLC	Holiday Events Rack Card Printing 2023	262.84
	Thomas, Jeffrey J	SCBA Identifiers	329.85
	Thompson Elevator Inspections Service Inc	Elevator Plan Review 11/21/23 - 1305 E Algonquin	75.00
		Permit Reinspection 11/28/23 - 280-290 Westgate	150.00
	T-Mobile USA Inc	Charges for increased data lines 10/21/23-11/20/23	478.40
	TransUnion Risk and Alternative Data Solutions Inc	Background checks - November 2023	347.20
	UniFirst Corporation	Uniform Rental Services 11/24/23	257.24
	United States Postal Service	EPS Postage - November 2023	8.77
	VCG Uniform	POC badges	123.90
	W. W. Grainger, Inc.	Air compressor safety valve	55.87
		Air compressor head	1,399.19
	Wolf, Lisa	On Camera Talent MP Update 11/17/2023	200.00
		On Camera Talent MP Update 12/01/2023	200.00
001 General Fund Total			**$ 279,604.33**
002 Debt Service Fund			
	Bank of New York Mellon	2014 GO Bond Principal & Interest	$ 1,283,975.00
	PNC Bank NA	2022B GO Bond Principal & Interest	765,220.00
	ZB, National Association	2016A GO Bond Principal & Interest #5650	647,900.00
		2018B GO Bond Interest #6999	784,375.00
002 Debt Service Fund Total			**$ 3,481,470.00**
020 Capital Improvement Fund			
	BOS of Illinois Inc	Replace damaged chairs - Police Booking Room	$ 147.25
	Burns & Mcdonnell Engineering Co.	Energy Assessments 7/31/23	8,000.00
	Cahill Heating & Air Conditioning Service	VH HVAC Replacement 11/27/23	526,000.00
	IMEG Consultants Corp	PW Fiber Connection - Design Engineering Services 8/1-10/29/23	4,847.00
	J.A. Johnson Paving Co.	Parking lot paving - Willie St 11/7/23	55,000.00
	Pete the Painter, Inc.	VH extra door frames painting 11/9/23	550.00
020 Capital Improvement Fund Total			**$ 594,544.25**
023 Street Improvement Construction Fund			
	Murry & Moody LTD	BCD Reconfiguration Project - Survey & Plats of Easement 8/17/23	$ 2,900.00
023 Street Improvement Construction Fund Total			**$ 2,900.00**
024 Flood Control Construction Fund			
	Christopher B. Burke Engineering Ltd	Stormwater Management Master Plan 10/1-10/28/23	$ 5,100.00
	DeVinci Construction Inc	Catch basin/inlet repairs/storm pipe repairs8/25-11/28/23	16,648.26
024 Flood Control Construction Fund Total			**$ 21,748.26**
040 Refuse Disposal Fund			
	NCPERS Group Life Insurance	NCPERS Group Life Insurance - December 2023	$ 16.00
	Reliance Standard Life Insurance Co.	Short Term Disability - November 2023	30.36
040 Refuse Disposal Fund Total			**$ 46.36**

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
046 Foreign Fire Tax Board Fund			
	Comcast	Cable Service - 2000 E Kensington, 12/01/23 - 12/31/23	$ 103.05
	Cozzini Bros Inc	Knife Service - 2000 E Kensington, 11/22/23	20.00
046 Foreign Fire Tax Board Fund Total			**$ 123.05**
049 Prospect and Main TIF District			
	CG Mount Prospect LLC	2023 Redevelopment 137 W Prospect Ave - Lady Dahlia	$ 140,000.00
		2023 Redevelopment 127 W Prospect Ave - Patina Wine Bar	40,000.00
	Cook County Government	2021 TIF Surplus	168,451.56
	Klein, Thorpe and Jenkins, LTD	KTJ Legal Services through 10/31/23	727.00
	ZB, National Association	2017 GO Bond Principal & Interest #6405	243,784.50
		2018A GO Bond Principal & Interest #6659	352,059.38
		2019B GO Bond Principal & Interest #7861	342,675.00
049 Prospect and Main TIF District Total			**$ 1,287,697.44**
050 Water and Sewer Fund			
	Airy's Inc	Northwest Water Interconnect Construction 10/14-11/15/23	$ 239,908.88
	Badger Meter Inc	Monthly endpoint charges - November 2023	1,999.32
	Baxter & Woodman, Inc.	GIS Managed Services 10/24/23	7,650.00
		GIS Managed Services 11/20/23	3,825.00
	DeVinci Construction Inc	Catch basin/inlet repairs/storm pipe repairs 8/25-11/28/23	25,499.24
	Gordon Flesch Company, Inc.	Lease Contract 12/22/23-01/21/24 - M204292	159.83
	HBK Water Meter Service	Annual Bldg inspections, water meter installs/test 11/9-11/22/23	14,593.00
	HD Supply Facilities Maintenance LTD	Telescope gate valve key extender	725.73
		Parts And Supplies - Credit	(562.90)
	Kim Collett	Utility Refund - 423 E Lincoln St	546.95
	Maxx Contractors Corp	Hauling and material delivery 10/18/23	2,054.19
		Debris hauling and material 11/2/23	950.93
		Debris hauling and material 11/3/23	879.90
		Debris hauling and material 11/10/23	764.57
	NCPERS Group Life Insurance	NCPERS Group Life Insurance - December 2023	121.60
	NICOR	Natural Gas - 1 W WaPella - 10/20-11/20/23	171.88
		Natural Gas - 112 E Highland - 10/20-11/20/23	163.88
	Reliance Standard Life Insurance Co.	Short Term Disability - November 2023	266.16
	RST Inc.	Safety Shoe Purchase	161.49
	Suburban Laboratories, Inc.	Monthly Coliform Samples - June 2023	2,154.01
	UniFirst Corporation	Uniform Rental Services 11/24/23	90.05
	United States Postal Service	EPS Postage - November 2023	5,565.18
	Yurkanin, Stephanie	Lead service cost share 315 S Louis 11/28/23	9,313.59
	ZB, National Association	2017 GO Bond Principal & Interest #6405	244,065.50
		2018A GO Bond Principal & Interest #6659	240,250.00
		2019A GO Bond Principal & Interest #7408	446,275.00
		2022 GO Bond Principal & Interest #9720	373,275.00
	Ziebell Water Service Products	Water main repair supplies	705.18
		Water main repair parts	913.20
050 Water and Sewer Fund Total			**$ 1,622,486.36**
051 Village Parking System Fund			
	AT & T Corp.	Phone Service elevators Maple Street Deck 11/19-12/18/23	$ 370.30
	Desman, Inc.	Bid develop/construction services - Emerson Garage 10/31/23	1,570.00
	J.A. Johnson Paving Co.	Parking lot paving - Willie St 11/7/23	4,269.48
051 Village Parking System Fund Total			**$ 6,209.78**
060 Vehicle Maintenance Fund			
	Advance Stores Company, Inc.	2744 Brake Booster	$ 242.44
	Amazon Capital Services	Warmer sets	69.48
		Warmer sets	194.48
		Phone Case	22.06

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
060 Vehicle Maintenance Fund (continued)			
	Arlington Heights Ford	500 Interior lamp	17.50
	Commercial Tire Services Inc	2753 Tire repairs	109.00
		530 Front Tires	2,019.70
	Interstate Power Systems, Inc.	Leaf truck air filters	355.88
		Filters for leaf trucks	29.48
		Leaf truck filters	146.78
	JX Enterprises Inc.	2723 Slack adjusters	345.66
	MacQueen Equipment LLC	Fire truck nylon lock nuts	62.07
	McMaster-Carr Supply Co	Anchors for Fuel island E-Stop poles	205.48
		Grease fittings flush	22.86
	NCPERS Group Life Insurance	NCPERS Group Life Insurance - December 2023	28.80
	Northwest Trucks, Inc.	Parts And Supplies - Credit	(161.29)
		Dash cluster 524	1,091.53
	Reliance Standard Life Insurance Co.	Short Term Disability - November 2023	258.90
	Ronco Industrial Supply	Shop supplies	148.05
	Rush Truck Centers of Illinois, Inc.	Fuel module and filters	355.80
		Parts And Supplies - Credit	(355.80)
		Leaf truck fuel filters	228.82
		Leaf truck cabin filters	32.34
		4550 ICP sensor	277.94
	Standard Equipment Company	Leaf box rubber for gate 4509	158.08
	Suburban Accents Inc	Decals for PW vehicles and FD ambulances	1,639.50
		Decals for PW vehicles and FD ambulances	1,020.00
	Tennant Sales and Service Company	Water valve for M-20 tennant	125.70
	Wentworth Tire Service	Drive tires for plow trucks stock	922.00
	West Side Tractor Sales	Pins and bushings for 4506	369.22
		Cylinder pins for 4506	2.14
		4506 Cable	237.10
	Wholesale Direct Inc.	Bulbs for stock	60.19
060 Vehicle Maintenance Fund Total			**$ 10,281.89**
061 Vehicle Replacement Fund			
	Single Source, Inc.	Paint for new 546	$ 4,513.60
061 Vehicle Replacement Fund Total			**$ 4,513.60**
062 Computer Replacement Fund			
	CDW LLC	6 Replacement Security Cameras	$ 1,487.11
062 Computer Replacement Fund Total			**$ 1,487.11**
063 Risk Management Fund			
	Arete Advisors LLC	Business Email project services 10/31/23	$ 6,320.00
	BOS of Illinois Inc	Replace damaged chairs - Police Booking Room	147.25
	Intergovernmental Per.ben.coop	IPBC - December 2023	718,427.88
	Kards Inc	Final repair costs for Fire Engine 13	4,924.85
	National Decorating Service Inc	Dry Wall Repair 11/28/23 - Police Booking Room	950.00
	Northshore University Healthsystem	Medical Services 9/19/23 #400044667	996.00
	Word Systems LLC	Repair Security Camera 11/30/23 - Police Booking Room	360.00
063 Risk Management Fund Total			**$ 732,125.98**
073 Escrow Deposit Fund			
	A Garden Guys Inc	Refund Escrow Permit #RB237979 (515 See Gwun)	$ 100.00
	ABC Plumbing Heating Cooling	Refund Escrow Permit #RB237982 (706 Elmhurst)	100.00
		Refund Escrow Permit #RB239070 (1701 Willow)	100.00
	Acosta, Janet	Refund Escrow Permit #RB238293 (3017 Kynn Ct A)	100.00
	All Industrial Electric Inc	Refund Escrow Permit #CB231132 (1500 Elmhurst)	100.00
	Aqua Doctor	Refund Escrow Permit #RB239022 (809 Partridge)	100.00
	AsureNet LLC	Refund Escrow Permit #RB239111 (1450 Blackhawk)	100.00

VILLAGE OF MOUNT PROSPECT
List of Bills
November 29, 2023 - December 5, 2023

Fund	Vendor Name	Invoice Description	Amount
073 Escrow Deposit Fund (continued)			
	Bertolli, Frank	Refund Escrow Permit CB231320 (620 Northwest Hwy)	200.00
	Bright Planet Solar	Refund Escrow Permit #RB238529 (504 Emerson)	100.00
	Chicago Bath Systems	Refund Escrow Permit #RB238709 (1107 Crabtree)	100.00
	Dave, Hardik	Refund Escrow Permit #RB237958 (518 Elmhurst)	100.00
	Ecoscape Archictural Desi	Refund Escrow Permit #RB238142 (8 Wa Pella)	100.00
	Egloff, Joseph	Refund Escrow Permit #RB226680 (217 Emerson)	650.00
	Esquivel, Catherine	Refund Escrow Permit #RB238520 (312 Wille)	100.00
	J Haffey Construction Inc	Refund Escrow Permit #RB238115 (1813 Euclid)	150.00
	J&F Hardscapes Inc	Refund Escrow Permit #RB238879 (2 N Owen)	100.00
	Kaplan Paving	Refund Escrow Permit #CB231301 (420 Kingston)	500.00
	Landry, Celeste	Refund Escrow Permit #RB238495 (604 Wilshire)	100.00
	Lazarczuk, Kamil	Refund Escrow Permit #RB239035 (1730 Verde)	100.00
	Mangan, Shawn	Refund Escrow Permit #RB237946 (604 Russel)	100.00
	Normandy Construction Co Inc	Refund Escrow Permit #RB238202 (8 Maple)	100.00
	Patel, Harshit	Refund Escrow Permit #RB238999 (906 Boxwood A)	100.00
	Porcher, Jon	Refund Escrow Permit #RB238798 (211 Wille)	100.00
		Refund Escrow Permit #RB238799 (208 Wille)	100.00
		Refund Escrow Permit #RB238801 (606 Elmhurst)	100.00
	Poul's Landscaping & Nursery Inc	Refund Escrow Permit #RB238897 (116 Owen)	100.00
	Prajapati, Kanti	Refund Escrow Permit CB231270 (0 Judith Ann)	500.00
	Ricks Sewer and Drain	Refund Escrow Permit #RB239121 (516 I Oka)	100.00
	Rose Paving	Refund Escrow Permit #CB231187 (1660 Wall)	1,000.00
	Safi, Mohammed	Refund Escrow Permit #RB237354 (1414 Hickory)	200.00
	Santiago, Mananita	Refund Escrow Permit #RB237661 (606 St Cecilia)	100.00
	Sara E F Gensburg LTD	Refund Escrow Permit #CB231139 (80 Northwest Hwy)	300.00
	Solarability LLC	Refund Escrow Permit #RB239100 (1809 Locust)	100.00
	Sunrun Installation Services	Refund Escrow Permit #RB238991 (106 Can Dota)	100.00
		Refund Escrow Permit #RB239023 (513 William)	100.00
		Refund Escrow Permit #RB239093 (1901 Seneca)	100.00
	TMW Enterprises Paving & Maint	Refund Escrow Permit #RB238642 (317 Elmhurst)	600.00
	Total Paving & Brick Services	Refund Escrow Permit #RB238742 (1814 Andoa)	100.00
	Trend Painting & Decorating Inc	Refund Escrow Permit #RB237385 (809 Persimmon)	150.00
	Victor and Sons Landscaping Inc	Refund Escrow Permit #RB238149 (1431 Bonita)	600.00
073 Escrow Deposit Fund Total			**$ 7,750.00**
Grand Total			**$ 8,052,988.41**

TRUE

Item Cover Page

Subject	**A RESOLUTION IN SUPPORT OF CUMMINS ALLISON CORPORATION'S APPLICATION FOR A RENEWAL OF THEIR COOK COUNTY CLASS 6B TAX INCENTIVE FOR THE PROPERTY LOCATED AT 891 FEEHANVILLE DRIVE.**
Meeting	December 12, 2023 - REGULAR MEETING OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	
Budget Source	
Category	CONSENT AGENDA
Type	Action Item

Information

Cummins Allison Corporation (Applicant) is seeking support for adoption of a resolution supporting Cummins Allison Corporation's application for the renewal of their Cook County Class 6b Incentive for the property located at 891 Feehanville Drive. The renewal would be for an additional 12 years and would enable them to maintain their manufacturing facilities at this location. The Village originally granted the 6b incentive in 1994.

The Village has granted several Cook County Class 6b tax incentives to attract and retain businesses. The 6b incentive reduces the assessment level for qualified manufacturing and warehouse/distribution facilities from 25% to 10% for the first 10 years, 15% for year 11 and 20% in year 12. After year 12, the assessment level returns to the full 25% for the benefiting property. The 6b incentive can also be renewed for additional 12-year terms if supported by the Village.

The Subject Property consists of an approximately 120,000 square foot building located on a 6-acre site. The 6b renewal only applies to the 56,000 square feet of the facility that was added back in 1994. The Applicant currently owns four buildings in the Kensington Business Center located at 851, 852, 891 and 903 Feehanville Drive totaling over 250,000 sq. ft. They employ 241 professionals at the four locations and pay $875,000 in annual property taxes on these properties. Assuming the renewal is granted, the Applicant has plans for approximately $400,000 in additional building improvements/renovations in 2024.

The Applicant is requesting the Class 6b incentive to maintain their taxes at around $1.50 per square foot for their property. If the extension is not granted, they estimate that their tax bill would rise to $3.50 per square foot. Similar properties in nearby Lake and DuPage County range from $1 to $1.50 per square foot. Staff has reviewed the submitted application and is supportive of the request.

Discussion

Alternatives

1. Approve the resolution supporting Cummins Allison Corporation's application for the renewal of their Cook County Class 6b Incentive for the property located at 891 Feehanville Drive.
2. Action at the discretion of the Village Board.

Staff Recommendation

Staff recommends that the Village Board approve the resolution supporting Cummins Allison Corporation's application for the renewal of their Cook County Class 6b Incentive for the property located at 891 Feehanville Drive.

Attachments

1. Cummins Allison 6B Additional Information Attachment 11-27-2023
2. Cummins Allison 6B Exemption Letter 11-27-2023
3. Cummins Allison 6B Renewal Application 11-27-2023
4. 6B RENEWAL Cummins Allison corpdoc Resolution

CA CUMMINS ALLISON

III. Identification of Persons or Entities Having an Interest

The owner and occupant of the subject property is Cummins-Allison Corp., an Indiana corporation, whose address is 891 Feehanville Drive, Mt. Prospect, Illinois. 60056. Cummins-Allison Corp. is a wholly owned subsidiary of Crane Payment Innovations, Inc., who is ultimately owned by NYSE traded (CXT) Crane NXT, Co.

No other persons or entities have any financial interest in the subject property.

III. Legal Description

Lot 310-B in Kensington Center-Resubdivision VII, being a resubdivision of Lot 31C in Kensington Center – Phase Three A, being a subdivision and resubdivision in part of the North West quarter and the North East quarter of Section 35, Township 42 North, Range 11 East of the Third Principal Meridian, in Cook County, Illinois.

IV. Property Use

The addition to Cummins-Allison Corp.'s 891 Feehanville Drive facility is two stories consisting of fifty-six thousand (56,000) square feet.

Level one	41,000 square feet
Level two	15,000 square feet
Total	56,000 square feet

Level two is utilized for design engineering. There are eleven offices, a software engineering lab, an electrical engineering lab, two conference rooms, open office area, and two rest rooms.

Level one is utilized for manufacturing (5,000 square feet), assembly (33,000 square feet) and a cafeteria (3,000 square feet).

CA CUMMINS ALLISON

November 27, 2023

William J. Cooney, Jr., AICP
Director of Community Development
Village of Mount Prospect
50 S. Emerson St.
Mt. Prospect, IL 60056

Dear Mr. Cooney:

Cummins-Allison Corp. has recently received notice from Cook County that our Class 6B Tax Exemption on our 891 Feehanville addition will soon expire. We are in the process of applying for an extension with Cook County. As you are aware, Cummins is required to get an Ordinance of Resolution to certify that the Village approves our extension request.

Cummins has been located in the Kensington Business Center since 1982 and currently owns four buildings in the business park. Cummins decision to keep its corporate headquarters in Mount Prospect has provided many benefits to the local economy.

- Cummins employs 241 people at its facilities. Thirteen of those individuals live in Mount Prospect.
- We like and intend to keep supplier spending local. We average about $22M in local spend per year, of which 60% of that stays in Cook County municipalities.
- Many individuals visit our Mount Prospect offices for training and management meetings. Over the past two years those visits have resulted in approximately 2,500 hotel room nights at Mount Prospect hotels at a cost of $275,000. These visits also support local businesses and restaurants.
- Current property tax contributions are $875,000, up from $700K in 2012.
- Cummins has also supported the business park over the years. We funded the addition of a parking lot at the Maple Trails Park adjacent to our facilities and installed security fences around our buildings.
- We intend to leverage our long-term capital. Over the past 3 years we have invested over $500K and plan to invest another $400K in long term investments in 2024.

Cummins is proud to be a contributing member to the Mount Prospect community, but must monitor our costs to continue successfully doing business here. We respectfully request that Mount Prospect approves our application for an extension to our Class 6B status on the addition to our 891 Feehanville building. The relief in property taxes can help Cummins stay in Mount Prospect and benefit the local community.

We very much appreciate your time and assistance with this. We are thankful for your assistance with the renewal 10 years ago and we look forward to the opportunity again. I can personally attend the Village's December 12 special board meeting if you are able to schedule Cummins on the board agenda that night. If you need further information, please E-Mail me at chuck.jenrick@cranepi.com or call me at (847) 759-6409. Thank you.

Sincerely,

CUMMINS-ALLISON CORP.

Chuck Jenrick
Site Leader, Director of Operations

Enclosures

COOK COUNTY ASSESSOR
FRITZ KAEGI

COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.3352
WWW.COOKCOUNTYASSESSOR.COM

CLASS 6B/8
RENEWAL APPLICATION

Control Number
60983

A certified copy of the resolution or ordinance obtained from the municipality in which the real estate is located, or from the Cook County Board of Commissioners if located in an unincorporated area, must accompany this Renewal Application. This application, resolution and a filing fee of $500.00 must be filed. For assistance in preparing this Renewal Application, please contact the Cook County Assessor's Office Development Incentives Department at (312) 603-7529.

I. Identification of Applicant

Name: Cummins-Allison Corp. Telephone: (847) 299-9550
Address: 852 Feehanville Dr.
City, State: Mt. Prospect, IL Zip Code: 60056
Email Address:

Agent/Representative (if any)

Name: Chuck Jenrick Telephone: (847) 759-6409
Address: 852 Feehanville Dr.
City, State: Mt. Prospect, IL Zip Code: 60056
Email Address: Chuck.Jenrick@CranePI.com

II. Description of Subject Property

Street address: 891 Feehanville Dr.
City, State: Mt. Prospect, IL Zip Code: 60056
Permanent Real Estate Index Number (s): 03-35-102-025-0000

Township: Wheeling

III. Identification of Persons or Entities Having an Interest

Attach a current and complete list of all owners, developers, occupants and other interested parties (including all beneficial owners of a land trust) identified by names and addresses, and the nature and extent of their interest.

Attach legal description, site dimensions and square footage, and building dimensions and square footage.

See Attachment "III"

IV. Property Use

Attach a current and detailed description of the precise nature and extent of the use of the subject property, specifying in the case of multiple uses the relative percentages of each use.

If there have been any changes from the original application, include current copies of materials which explain each occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

See Attachment "IV"

V. Nature of Development

Indicate the nature of the original development receiving the Class 6B/8 designation

[X] New Construction

[ ] Substantial Rehabilitation

[ ] Occupation of Abandoned Property - No Special Circumstance

[ ] Occupation of Abandoned Property - With Special Circumstance

VI. Employment

How many permanent full-time and part-time employees do you now employ?

On-Site: Full-time: 239 Part-time: 2

In Cook County: Full-time: 239 Part-time: 2

VII. Local Approval

A certified copy of a resolution or ordinance from the municipality in which the real estate is located (or the County Board, if the real estate is located in an unincorporated area) must accompany this renewal. The ordinance or resolution must expressly state that the municipality supports and consents to this Class 6B/8 Renewal and has determined that the industrial use of the property is necessary and beneficial to the local economy.

See Attachment "VII"

Chuck Jenrick I, *the undersigned, certify that I have read this Renewal Application and that the statements set forth in this Renewal Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters the undersigned certifies that he/she believes the same to be true.*

Signature

11/27/2023
Date

Chuck Jenrick
Print Name

Site Leader, Director of Operations
Title

12/4/18

INCENTIVES CLASS LIVING WAGE ORDINANCE AFFIDAVIT

Chuck Jenrick as agent for the applicant set forth below, who is seeking a classification incentive as referenced below, I do hereby state under oath as follows:

1. As the agent for the applicant set forth below, I have personal knowledge as to the facts stated herein.

2. The property identified by PIN(s) with commonly known address(es), listed in Exhibit A attached and herein incorporated, are/is the subject of a pending application/renewal *(circle as appropriate)*for one of the following development incentives provided by the Code of Ordinances of Cook County, (Sec. 74-71), as amended:

   XX Class 6B _____ Class 8 *(Industrial property)* _____ Class 9 _____ Class 7

3. I have reviewed the Code of Ordinances of Cook County, Chapter 34, Article IV, Division 1 and The Cook County Living Wage Ordinance, Sec. 34-127 et seq., as amended *(the "Ordinance")*, and certify that the applicant is in compliance with the above referenced Cook County Living Wage Ordinance, due to one of the following options *(check as appropriate)*:

   XX Applicant is currently paying a living wage to its employees, as defined in the Ordinance.

   OR

   ___ Applicant is not required to pay a living wage, pursuant to the Ordinance.

Further affiant sayeth not.

Agent's Signature Agent's Name & Title: Chuck Jenrick, Site Leader, Director of Operations

Agent's Mailing Address: 852 Feehanville Dr., Mt. Prospect, IL 60056
Agent's Telephone Number: 847-759-6409

Applicant's Name: Cummins-Allison Corp.
Applicant's Mailing Address: 852 Feehanville Dr., Mt. Prospect, IL 60056

Applicant's Email Address: Chuck.Jenrick@CranePI.com

Subscribed and sworn before me this 27 day of November, 20 23

Signature of Notary Public

OFFICIAL SEAL
DIANE SAMPSON
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:06/05/24

EXHIBIT A

(Please type or Print)

PIN(s)	Common Address
03-35-102-025-0000	891 Feehanville Dr., Mt. Prospect, IL 60056

01/09/2018

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RESOLUTION NO.

A RESOLUTION IN SUPPORT OF
CUMMINS ALLISON CORPORATION'S APPLICATION FOR A RENEWAL OF
THEIR COOK COUNTY CLASS 6B TAX INCENTIVE FOR THE PROPERTY
LOCATED AT 891 FEEHANVILLE DRIVE, MOUNT PROSPECT, ILLINOIS

WHEREAS, the Village of Mount Prospect encourages community development to provide for economic growth and career opportunities; and

WHEREAS, through property tax incentives offered by Cook County, various opportunities exist for industrial properties in the Village of Mount Prospect, Cook County; and

WHEREAS, without the Cook County property tax incentives, the Village of Mount Prospect is at a competitive disadvantage with the neighboring counties of Lake and DuPage in attracting industrial development; and

WHEREAS, Cummins Allison Corporation, has requested the Village of Mount Prospect support its application for Extension of the Class 6B Real Property Classification at 891 Feehanville Drive, Mount Prospect, Cook County (Property); and

WHEREAS, the corporate authorities of the Village of Mount Prospect believe that their request is in the best interest of the economic development in the Village of Mount Prospect.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS:

SECTION ONE**:** That the Mayor and Board of Trustees of the Village of Mount Prospect do hereby support and consent to the application for the Class 6B Renewal of a property tax reduction from 25% to 10% for years 1 through 10, 15% in year 11, and 20% in year 12 from Cook County for the Property located at 431 Kingston Court and legally described as:

> LOT 310-B IN KENSINGTON CENTER-RESUBDIVISION VII, BEING A RESUBDIVISION OF LOT 31C IN KENSINGTON CENTER – PHASE THREE A, BEING A SUBDIVISION AND RESUBDIVISION IN PART OF THE NORTH WEST QUARTER AND THE NORTH EAST QUARTER OF SECTION 35, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

Property Index No. 03-35-102-025-0000; and

SECTION TWO: That the Village of Mount Prospect supports industrial growth, increased employment and economic development and the "property" is in

furtherance of this goal.

SECTION THREE: That this Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED and APPROVED this 12th day of December 2023.

_____
Paul Wm. Hoefert
Mayor

_____
Karen M. Agoranos
Village Clerk

Item Cover Page

Subject	**Motion to waive the rule requiring two readings of an ordinance and adopt an ORDINANCE AMENDING CHAPTER 18, "TRAFFIC" IN THE VILLAGE CODE OF MOUNT PROSPECT. This ordinance will change parking regulations along Can Dota Avenue and Milburn Avenue near Lincoln Middle School.**
Meeting	December 12, 2023 - REGULAR MEETING OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	No.
Dollar Amount	Not applicable.
Budget Source	Not applicable.
Category	CONSENT AGENDA
Type	Action Item

Information

The Transportation Safety Commission transmits their recommendation to change parking regulations on Can Dota Avenue and Milburn Avenue near Lincoln Middle School.

The school approached the Village about ongoing traffic concerns during drop-off and pick-up times. This is due to an increase in personal vehicles being used by parents to get students to and from school opposed to bussing and walking. This rise in parents driving students to school has been seen at other schools in the Village as well. The primary concern is the southern intersection of Can Dota Avenue and Milburn Avenue where cars converge on the drop-off/pick-up area on the east side of the school and conflict with a primary east-west crosswalk.

As a first step, Staff proposes to restrict parking on the west side of Can Dota Avenue between the north school entrance and the driveway to the residence at 220 South Can Dota Avenue, on the east side of Can Dota Avenue between the two intersections with Milburn Avenue, and on the north side of Milburn Avenue between Can Dota Avenue and Wa Pella Avenue from 7:00 A.M. to 8:00 A.M. and 2:00 P.M. and 3:00 P.M school days. This will facilitate two-way traffic during drop-off and pick-up on Can Dota Avenue and Milburn Avenue and also increase the visibility of pedestrians at the intersection. Staff will monitor the parking changes to evaluate their effectiveness and determine if additional measures are needed.

Discussion

Residents along Can Dota Avenue and Milburn Avenue within the project limits were sent a notification showing the proposed changes and requesting input. Two comments were

received. Both commented on traffic in the area but did not specifically respond to the proposed changes.

The issue was presented to the Transportation Safety Commission at their November 13, 2023, meeting. There were three people in the audience to speak on the issue; two people from one residence and a representative from the school district. The audience was in favor of changes to address traffic concerns and supported staff's recommendation as a first step. The Commission concurred with the parking changes with the condition that staff evaluate the performance of the changes and present the issue to the Commission at a future meeting.

By a vote of 7-0, the Transportation Safety Commission recommends approving the following:

1. Repeal the ordinance prohibiting parking along the west side of Can Dota Avenue between Milburn Avenue and the school's north driveway (drop-off/pick-up zone) 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M. (Section 18.2009).
2. Enact an ordinance prohibiting parking along the west side of Can Dota Avenue between the school's north driveway and the driveway of 220 S. Can Dota Avenue (drop-off/pick-up zone) 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M. (Section 18.2009).
3. Enact the ordinance prohibiting parking along the east side of Can Dota Avenue between the two intersections with Milburn Avenue 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M. (Section 18.2009).
4. Enact the ordinance prohibiting parking along the north side of Milburn Avenue between Can Dota Avenue and Wa Pella Avenue 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M. (Section 18.2009).

Alternatives

1. Adopt an ordinance prohibiting parking along Can Dota Avenue and Milburn Avenue as recommended.
2. Action at the discretion of the Village Board.

Staff Recommendation

Staff concurs with the recommendation of the Transportation Safety Commission. The Transportation Safety Commission recommends the Village Board enact an ordinance changing parking regulations on Can Dota Avenue and Milburn Avenue.

Attachments

1. Location Map - Can-Dota at Milburn
2. Transportation Safety Commission November 2023 Minutes - Draft
3. Ordinance

Project Map

REQUESTED No Stopping, Standing Parking School Days 7AM – 8AM & 2PM – 3PM

EXISTING No Parking Drop Off/Pick Up Only School Days 7AM – 8AM & 2PM – 3PM

EXISTING No Parking Here to Corner

Requested Parking Regulations

Existing Parking Regulations

REQUESTED No Stopping, Standing Parking School Days 7AM – 8AM & 2PM – 3PM

Primary Crosswalk

EXISTING No Stopping, Standing Parking School Days 7AM – 3 PM

VILLAGE OF MOUNT PROSPECT
PUBLIC WORKS DEPARTMENT

1700 W. Central Road
Mount Prospect, IL 60056
www.mountprospect.org

Phone: 847-870-5640
TDD: 847-392-1235

MAYOR
Paul Wm. Hoefert

TRUSTEES
Agostino S. Filippone
Terri Gens
John J. Matuszak
Michael A. Zadel
Richard F. Rogers
Colleen E. Saccotelli

VILLAGE MANAGER
Michael J. Cassady

DIRECTOR OF PUBLIC WORKS
Sean Dorsey

Phone: 847/870-5640
Fax: 847/253-9377
www.mountprospect.org

Village of Mount Prospect
Public Works

1700 W. Central Road, Mount Prospect, Illinois 60056

MINUTES OF THE MOUNT PROSPECT
TRANSPORTATION SAFETY COMMISSION
DRAFT

CALL TO ORDER

The meeting of the Mount Prospect Transportation Safety Commission was called to order at 7:00 p.m. on Monday, November 13, 2023.

ROLL CALL

Present upon roll call:	Justin Kuehlthau	Chairman
	Christopher Prosperi	Vice Chairman
	Tina DeAragon	Commissioner
	Jeffrey Nejdl	Commissioner
	Aaron Grandgeorge	Fire Department Representative
	Scott Moe	Public Works Department Representative
	Luke Foresman	Civil Engineer – Staff Liaison
Absent:	Nicholas Mavraganis	Police Department Representative
	(Officer Mavraganis arrived at 7:05 PM)	
Others in Attendance:	Ahigail Deluso	217 S. Owen Street
	Victoria Bergeron	211 S. Owen Street
	Christopher Remington	210 S. Owen Street
	Joshua Schneider	213 S. Owen Street
	Jason Kaiz	701 W. Gregory Street
	Pat & Joe Rubino	220 S. Can Dota Avenue

APPROVAL OF MINUTES

Vice Chairman Prosperi, seconded by Chairman Kuehlthau, moved to approve the minutes of the regular meeting of the Transportation Safety Commission held on August 14, 2023. The minutes were approved by a vote of 6-0.

CITIZENS TO BE HEARD

None.

OLD BUSINESS

No old business.

NEW BUSINESS

Owen Street and Evergreen Avenue Intersection Study

Project Engineer Foresman presented the following to the Commission for consideration.

Summary: A resident sent a petition to the Mayor requesting all-way stop control be installed at the intersection of South Owen Street and East Evergreen Avenue. The Mayor then forwarded the petition onto the Engineering Division to bring to the Transportation Safety Commission. After receiving the petition, the Engineering Division initiated an intersection study to determine if all-way stop control is warranted.

Existing Conditions: The intersection currently has two-way stop control on Evergreen Avenue.

The area around the Owen Street and Evergreen Avenue intersection is residential with single family homes. One block south of the intersection is Northwest Highway, one half block north of the intersection is Owen Park. St. Paul Lutheran School is located one block north and one block west of the intersection. Two blocks north of the intersection of Owen Street and Evergreen Avenue is the signalized intersection of Owen Street and Central Road.

There have been no significant land use changes in the area in recent years. Downtown Mount Prospect is located 4 blocks west of the intersection and has seen continued growth.

The speed limit on Owen Street and Evergreen Avenue is 25 MPH. Owen Street is unstriped with a 23' pavement width. Evergreen Avenue is unstriped with a 28' Pavement width.

Intersection History: In 2006 the Village evaluated this intersection as part of the Village-Wide Intersection Traffic Control Study. This study recommended changing the intersection of Owen Street and Evergreen Avenue from all-way stop control to two-way stop control for Evergreen Avenue only. The Village implemented these recommendations and closely monitored the intersection for the next two years. There were no issues identified in these post studies and the two-way stop control remained.

Current Traffic Regulations

1. 18.2004: Schedule IV – Stop Signs

Name of Street	Direction Of Traffic Movement	At Intersection With
Evergreen Ave	East and Westbound	Owen Street

2. Two hour parking is allowed on the north and south sides of Evergreen Avenue and the east and west sides of Owen Street between 7:00 AM and 6:00 PM.
3. No parking is allowed between 2:00 AM and 6:00 AM.
4. No Parking is allowed within 30' of the stop signs on Evergreen Avenue.
5. Owen Street is a Village signed bike route.
6. The Speed Limit is 25 MPH on Owen Street and Evergreen Avenue.

Intersection Study Results – Vehicle Volumes:

The Village conducted vehicle counts on the north and east legs of the intersection of Owen Street and Evergreen Avenue. The vehicle counts were conducted from Tuesday, October 3, to Thursday, October 5, 2023 on Owen Street and on Tuesday, October 3 on Evergreen Avenue. The location on Owen Street was chosen to match the location of previous studies and to get traffic information near Owen Park.

The counts showed a slight decrease in traffic volumes and similar speeds when compared to studies completed in 2006 and 2007. There has not been a significant change in traffic at this intersection. A table of the traffic counts is included in the attachments. The first study in 2006 was done prior to the removal of all-way stop control at the intersection. Comparing the 2006 study to the 2023 study shows no significant difference in vehicle speed near Owen Park and a slight decrease in vehicle volume.

Vehicle speeds recorded were in line with similar neighborhood streets in the Village. The recoded speeds and volumes do not meet the minimum criteria for traffic calming measures per the Village's Neighborhood Traffic Calming Program.

Intersection Study Results – Pedestrian Volumes:

Pedestrian counts occurred on October 24, 2023 from 10:45 AM to 1:00 PM and from 2:30 PM to 4:00 PM. The weather was sunny and in the 70's. These times were chosen to coincide with class times for St. Paul Lutheran School. Morning half day sessions end at 11:15 AM. Afternoon sessions begin at 12:30 PM and end at 3:00 PM. Full day classes let out at 3:15 PM. Staff wanted to observe the intersection to determine if students and families were using it for access to the school.

Pedestrians used the intersection during these times, but there was not a significant number of school aged children using the intersection.

Due to the low amount of vehicle and pedestrian traffic, pedestrians did not have to wait long to cross Owen Street at this this intersection. A table of the pedestrian counts is included in the attachments.

Intersection Study Results – Crash History

There have been no reported crashes at this intersection within the last ten years.

Intersection Study Results – Sight Distance:

No sight issues were found at this intersection. While there are trees in the parkway near the intersection, they do not pose a sight issue. There is no landscaping along the back of sidewalk near the intersection to create sight issues either.

Survey:

A mailing was sent out to residents, businesses, and the park district along Owen Street from Busse Avenue to Northwest Highway and along Evergreen Avenue between School Street and William Street.

Eleven comments were received, ten were in support of all-way stop control at the intersection and one was against it.

Additionally, residents in the area presented a petition in support of all way stop control. This included 18 properties within the study area and 14 properties outside of the study area. The petition, combined with the Village survey, results in at least 78% positive response rate for the 200 block of Owen Street and at least a 45% positive response rate and a 2% negative response rate for the entire study area.

A copy of the public outreach and responses are attached to this memo.

Stop Sign Warrant Analysis

The Village reviewed the previous intersection study conducted in 2006 that recommended the current traffic control configuration and compared that to recent traffic counts and current Manual on Uniform Traffic Control Devices (MUTCD) stop sign warrant analysis guidance. Both that study and the current MUTCD requirements are included as attachments. The previous study recommended stop control on Evergreen Avenue only due to low volume of pedestrians, low number of accidents and the traffic volumes at the time.

The traffic volume counts we collected this year do not meet the warrants for all way stop control. The MUTCD does however have other criteria that should be considered when reviewing intersection traffic control, including:

A. The need to control left-turn conflicts;
B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

Staff evaluated the other criteria and determined none apply.

Due to the low pedestrian and vehicle volumes, no recorded crashes in recent years, and adequate sight lines at the intersection, Staff has determined that all-way stop control is **NOT** warranted at the intersection.

Unwarranted Stop Signs

Stop signs are not traffic calming measures. They are traffic control devices that assign right-of-way to conflicting traffic movements at intersections. They are not to be used for speed control. Traffic studies have shown there is little difference with vehicle speeds at the midblock whether there is or is not a stop sign at the adjacent intersection. In some cases, vehicular speeds after the vehicle has passed through an unwarranted stop-controlled intersection are as high, and occasionally higher, than without a stop sign, as motorists try to "make up lost time".

Stop signs should be installed only at locations where conditions meet criteria established in the Manual on Uniform Traffic Control Devices. Unwarranted stop signs can have a high violation rate, create disrespect at other stop-controlled intersections and create a false sense of security for other street users and pedestrians. The Village-wide Intersection Traffic Control Study was completed in 2008; it evaluated every neighborhood intersection for appropriate traffic control. All yield signs were removed and stop signs were installed only where warranted. The program resulted in a decrease in crashes and a decrease in requests for stop signs in neighborhoods.

Recommendation:

The Village received a petition for all-way stop control at the intersection of Owen Street and Evergreen Avenue. The Village conducted an intersection study to determine if all-way stop control was warranted. The study concluded that all-way stop control was not warranted based on traffic volumes, crash history and pedestrian use.
The in

Recommendation:

- **Do NOT convert the intersection to all-way stop control.**

Options:

- Convert the intersection to all-way stop control.
- Conduct additional traffic study on the 200 block of Owen Street to determine if the block is eligible when the updated traffic calming program is approved.
- Action at the discretion of the Transportation Safety Commission.

Discussion

Representative Moe asked about stops signs compared to traffic calming. Liaison Foresman explained stop signs are used to determine right-of-way at an intersection, not for speed control. The Village has a separate Traffic Calming Program that is designed to address speed on neighborhood streets. It is currently being updated and should be finalized early next year by the Village Board.

Vice Chairman Prosperi asked if the intersection were to remain two-way stop controlled, could the two-way stop control be switched to Owen Street from Evergreen Avenue. Liaison Foresman indicated that it would not be warranted due to Owen Street having a higher traffic volume compared to Evergreen Avenue. Stop sign spacing was brought up and Liaison Foresman indicated the Village has targets for stop sign spacing on different types on neighborhood streets, but they are not met for all-way stop control at this intersection.

Commissioner Nejdl asked about yield signs. Liaison Foresman indicted the Village had removed all yield signs as part of the Village Wide Intersection Studies and does not intend to install them again. The Village has found stop signs to be a much safer way to assign right-of-way at an intersection.

Audience comments on the topic were mostly related to speed, specifically on the 200 block of S. Owen Street. This was presented as partially due to the geometry of the intersection of Owen Street and Northwest Highway. Additionally, the audience suggested that pedestrian volumes are greater on the weekend, although overall pedestrian volumes are less right now due to the sidewalk around the HQ Residences development being closed. There were also comments on the location of the traffic counters. Liaison Foresman indicated the issues described would be better addressed by a traffic calming project instead of the stop sign request. The traffic counter location on Owen Street was chosen for consistency as multiple past studies were performed on the 100 block. Liaison Foresman did agree with comments that speeds may be higher on the 200 block of South Owen Street based on roadway geometry and if directed by the Commission, Staff could conduct an additional traffic study on that block specifically to determine eligibility for a traffic calming project. Weekend pedestrian counts could be included in this study as well. The street would need to go through the new traffic calming program if eligible.

Chairman Kuehlthau motioned to not approve changing the traffic control at the intersection, but instead for Staff to conduct an additional traffic study focused on speed concerns on the 200 block of South Owen Street. Commissioner DeAragon seconded.

The motion was approved by a vote of 7-0.

Can Dota Avenue (Lincoln Middle School) Traffic Study

Project Engineer Foresman presented the following to the Commission for consideration.

Request: Lincoln Middle School has requested "No Stopping, Standing, or Parking from 2:30 - 3:00 PM" regulations on the east side of Can Dota Avenue between the intersections with Milburn Avenue and "No Left Turn from 7:15 – 7:45 AM, and 2:30 – 3:00 PM" for traffic on Milburn Avenue westbound at the intersection with Can Dota Avenue to address traffic issues during student pick-up and drop-off.

Requested By: Lincoln Middle School, 700 W. Lincoln Street, Mount Prospect, IL 60056.

Public Notice: The school and residents along Can Dota Avenue and Milburn Avenue were invited to provide comments and attend the TSC meeting via letters sent to each address.

Current Traffic Regulations:

1. 18.2004: Schedule IV – Stop and Yield Signs

Name of Street	Direction Of Traffic Movement	At Intersection With
Milburn Ave.	Westbound	Can Dota Ave.

2. 18.2009: Schedule IX – Parking During School Hours – C

Name of Street	Side of Street	Description
Can-Dota Ave.	East	Btw. Lincoln St. and Milburn Ave. 7:00 A.M. to 3:00 P.M.
Can-Dota Ave.	West	Btw. Milburn Ave. and the school's north driveway (drop-off/pick-up zone) 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M.

3. Parking is prohibited between 2:00 A.M. and 6:00 A.M. on all Village Streets.
4. The speed limit on both streets is 25 mph.

Current Layout:

1. Can Dota Avenue is approximately 24' wide (edge to edge).
2. Milburn Avenue, east of Can Dota Avenue, is approximately 26' wide (edge to edge).
3. The school entrances on Can Dota Avenue are right-in right-out only during pick-up and drop off.
4. An east-west crosswalk across Can Dota Avenue is present on the south leg of the intersection with Milburn Avenue. A crossing guard is usually present at the crosswalk.

Current Traffic: Conditions:

1. Vehicles will queue along the west side of Can Dota Avenue from the north school entrance to the north for drop off in the morning. This line moves quickly and there are few parked vehicles as the students are not all dropped off at one time.
2. For pickup, there is both a pick-up queue and lots of parked vehicles. Parents will park and wait for students to come to them along Can Dota Avenue (where parking is allowed) and along both sides of Milburn Avenue both east and west of Can Dota Avenue.
3. The pick-up queue extends from the north entrance of the school north on Can Dota Avenue to past the south intersection with Milburn Avenue.
4. Parents in the pick-up line queue in the travel lane on Can Dota Avenue alongside parked vehicles.
5. With the queue and parked vehicles on one side of Can Dota Avenue, there is one travel lane remaining (northbound).
6. When vehicles are parked on both sides of Milburn Avenue, there is one lane for through traffic. This can cause issues at the intersection of Can Dota Avenue and Milburn Avenue with traffic both entering and existing the intersection.
7. There is a crossing guard present during pick-up at the crosswalk across the south leg of the intersection of Can Dota Avenue and Milburn Avenue.
8. Most congestion last abouts 10 minutes for both drop-off and pick-up, with pick-up having worse conditions due to students being released at the same time whereas drop-off is more staggered.
9. Existing parking regulations on Can Dota Avenue have helped alleviate traffic issues adjacent to school, but further away, traffic issues are present.

Concerns:

1. When vehicles are parked on both sides of Can Dota Avenue and Milburn Avenue, there is only one through lane available for two-way traffic. This leads to congestion and aggressive driving.
2. The large amounts of vehicles and pedestrians (students) using the intersection of Can Dota Avenue and Milburn Avenue slows vehicles but leads to a large amount of potential conflict.

Discussion

There was general discussion on the impact parents dropping off and picking up kids in personal vehicles has on Village streets around schools. A resident in the audience brought up that teachers are parking on Can Dota Avenue north of the school and that is increasing traffic issues. A representative from the school district confirmed that there is little extra parking at the school, so some teachers

are parking on the streets nearby. Suggestions from the audience included blocking Milburn Avenue east of Can Dota Avenue to all westbound traffic and forcing vehicles to enter Can Dota Avenue from Millburn Avenue west of Can Dota Avenue or from Evergreen Avenue. Liaison Foresman indicated the Village may be open to that in the future, but wanted to start with parking restrictions, evaluate their effectiveness, then determine if further steps are necessary.

Vice Chairman Prosperi motioned to enact parking restrictions as recommended by staff and for staff to monitor the situation after parking restrictions have gone into effect and report back to the Commission. Commissioner Nejdl seconded.

The motion was approved by a vote of 7-0.

COMMISSION ISSUES

Officer Mavraganis brought up a speeding issue on Hunt Club Drive south of Golf Road that had been brought to the Police Department's attention at a recent beat meeting. Liaison Foresman shared the results of the traffic study that was completed on Hunt Club Drive this year with the Commission. The street does not currently qualify for traffic calming, but the Village is in the process of updated the Traffic Calming Program and the street could be reevaluated in the future once the update is approved.

Staff Liaison Foresman indicated the Village will investigate speed limit signs on Hunt Club Drive and will install signs if necessary.

ADJOURNMENT

With no further business to discuss, the Transportation Safety Commission voted 7-0 to adjourn at 8:30 p.m. upon the motion of Vice Chairman Prosperi. Representative Moe seconded the motion.

Respectfully submitted,

Luke Foresman

Luke Foresman, P.E.
Civil Engineer

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ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 18,
'TRAFFIC' OF THE VILLAGE CODE OF MOUNT PROSPECT

BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS ACTING IN THE EXERCISE OF THEIR HOME RULE POWERS:

SECTION ONE: That Section 18.2009, "SCHEDULE IX – PARKING DURING SCHOOL HOURS, C. As Specified below": of Chapter 18, "Traffic," of the Village Code, as amended, is further amended by repealing the following:

"Name of Street	Side of Street	Description
Can-Dota Ave.	West	Btw. Milburn Ave. and the school's north driveway (drop-off/pick-up zone) 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M.

SECTION TWO: That 18.2009, "SCHEDULE IX – PARKING DURING SCHOOL HOURS, C. As Specified below": of Chapter 18, "Traffic," of the Village Code, as amended, is further amended by inserting the following:

"Name of Street	Side of Street	Description
Can-Dota Ave.	West	Btw. the school's north driveway and the driveway of 220 S. Can-Dota Ave. (drop-off /pick-up zone) 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M.
Can-Dota Ave.	East	Btw. the two intersections with Milburn Ave. 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M.
Milburn Ave.	North	Btw. Can-Dota Ave. and Wa Pella Ave. 7:00 A.M. to 8:00 A.M. and 2:00 P.M. to 3:00 P.M.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED and APPROVED this 5th day of December, 2023.

_____
Paul Wm. Hoefert, Mayor

ATTEST:

_____
Karen M. Agoranos, Village Clerk

Item Cover Page

Subject	**Motion to accept vendor AVI Proposal for a technology upgrade at the Emergency Operations Center for a total cost of $86,569.**
Meeting	December 12, 2023 - REGULAR MEETING OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	$86,569
Budget Source	CIP
Category	CONSENT AGENDA
Type	Budget Item

Information

The Fire Department is requesting Village Board approval to upgrade the technology located in the Emergency Operation Center (EOC).

The Village EOC was built and finalized in 2010. The EOC's purpose is to be used as a central information hub and command area in the case of disasters, man-made or natural. Based on the nature of the EOC, its uses have evolved to host trainings, meetings, and other village events. The technology for A/V displaying, radio monitoring, signal monitoring, and interoperability features has not been updated since 2010. During the command operations for the COVID-19 epidemic of 2020-2021, it became evident that several updates were needed to address the current technology and to ensure the proper functioning of the EOC in cases of disasters.

Based on the needs indicated above, a team was assembled with representatives from the following divisions; Public Works, the Fire Department, Emergency Management, the Police Department, Village Hall Staff, and the Information Technology Division. These representatives met as a group to discuss and prioritize all technology updates needed for the EOC. Team members then met with vendors to determine the best course of action to implement the list of needs. Below is the recommendation of the committee.

The funding for technology updates would come from the Village CIP, (Capital Improvement Plan). Currently, the EOC technology update has $100,000 allocated to it. The Fire Department requests technology updates in the 2023-2024 year(s). Based on the vendors' pricing, the CIP funding will cover the full cost of the update.

Improvements / Updates

The EOC updates would include the following:

1. Replace the projector in the EOC Command Room.

2. Update Police and Fire radio monitoring capability in the EOC Command Room.
3. Add Digital antenna for TV and local news feed in the EOC Command, Breakout and Meeting Rooms.
4. Update all monitors and TVs for the EOC Command, Breakout, and Meeting Rooms.
5. Upgrade EOC Command Room audio/visual control system with multi-functional monitoring display capability.
6. Replace switching and integration hardware for the EOC Command Room.

All these updates were reviewed by the EOC Committee and determined to be necessary for the multiple functions that the EOC is expected to perform.

Review of Vendors

The Fire Department/Emergency Management, Information Technology, and Public Works reviewed three different vendors. Below are the cost comparisons along with the Fire Department's recommendation.

Table 1 Cost

Submittal Company	Cost Proposal (Total)
AVI	$86,569.00
ABT	$95,840.64
Advanced Communication	$115,870

Discussion

AVI is the vendor being recommended based on the factors below:

1. AVI is the lowest cost, which comes at more than $13,000 under the approved CIP budget of $100,000.
2. AVI appears to have the best understanding of the EOC technology update.
3. A review of other public references indicates jobs are completed to high standards.
4. Customer service is local and is very responsive.
5. Address immediate needs in the EOC.

Alternatives

1. Accept vendor AVI Proposal for total cost of $86,569.
2. Action at the discretion of the Village Board.

Staff Recommendation

Fire Department staff recommends the Village Board move forward with the EOC technology upgrade with AVI as the selected vendor for a total cost of $86,569. The 2023 CIP funding will need to be carried over until fiscal year 2024 for project completion.

Attachments

1. AVI Systems - Retail Sales Agreement
2. ABT Proposal
3. Advanced Communications Proposal
4. EOC_Memo 1 draft VB-BL-12-4-2023

Retail Sales Agreement

Proposal Number: 1203549
Prepared For: Mount Prospect, Village of
Attn: Paul Fahey

Prepared By: Ryan Shannon
Phone: 630-709-9303
Email: ryan.shannon@avisystems.com

Proposal Date: November 08, 2023
Village of Mount Prospect - 3 Room Upgrades

AVI Systems Inc.
703 West Algonquin Road, Arlington Heights, IL 60005
Phone: (630)477-2300
Fax: (630)477-2301

INVOICE TO

Attn: Paul Fahey
Mount Prospect, Village of
50 S Emerson St
Mount Prospect, IL 60056

Phone: (847)818-5279
Email: pfahey@mountprospect.org
Customer Number: 6086

SITE

Attn: Paul Fahey
Mount Prospect, Village of - Public Works Site
1720 West Central Road
Mount Prospect, IL 60056

Phone: 847-875-0886
Email: pfahey@mountprospect.org

COMMENTS

Please note that I have removed the PRO Support package. A 1yr PRO Support package would cost $5,858.
Please also note that I have removed the audio/video conferencing capabilities from the Multi-Purpose Room 104B.
Please also note that I have revised the Multi-Purpose Room's Crestron DM-MD8X8 to "(REMOVE)" and have added HDBaseT extender kit.

PRODUCTS AND SERVICES SUMMARY

Equipment	$48,650.00
Integration	$35,575.00
PRO Support	$0.00
Shipping & Handling	$2,344.00
Tax	$0.00
Grand Total	$86,569.00

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 15 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

INVOICING AND PAYMENT TERMS

Customer and AVI have agreed on the payment method of CHECK. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems
PO Box 842607
Kansas City, MO 64184-2607

Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

TAXES AND DELIVERY

Unless stated otherwise in the Products and Services Summary above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions (which can be found at http://www.avisystems.com/TermsofSale) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the T&Cs) are referred to collectively as the Agreement). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

AGREED AND ACCEPTED BY

	AVI Systems, Inc.
Company	Company
Signature	Signature
Printed Name	Printed Name
Date	Date

CONFIDENTIAL INFORMATION

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

PRODUCTS AND SERVICES DETAIL

Mfg	Description	Qty	Price	Extended
	Breakout Room 106A			
OWNER	Display on Stand (REUSE)	1	$0.00	$0.00
OWNER	Wall Mounted Display (REMOVE)	1	$0.00	$0.00
LG	75IN LCD TV 3840X2160 UHD TAA MNTR SIMPLE EDITOR WIFI 120HZ HDMI 3YR	1	$1,575.00	$1,575.00
ATDEC	TILT ANGLE WALL MOUNT UP TO 200LB	1	$84.00	$84.00
	Sub-Total: Breakout Room 106A			**$1,659.00**
	Command Room 110A			
OWNER	Wall Mounted LG Display (REMOVE)	4	$0.00	$0.00
LG	75IN LCD TV 3840X2160 UHD TAA MNTR SIMPLE EDITOR WIFI 120HZ HDMI 3YR	2	$1,575.00	$3,150.00
ATDEC	TILT ANGLE WALL MOUNT UP TO 200LB	2	$84.00	$168.00
LG	65IN LCD TV 3840X2160 UHD TAA MNTR SIMPLE EDITOR WIFI 120HZ HDMI 3YR	4	$1,085.00	$4,340.00
ATDEC	TILT ANGLE WALL MOUNT UP TO 200LB	4	$84.00	$336.00
OWNER	DPI iVision WXGA-800 Projector (REMOVE)	1	$0.00	$0.00
PANASONIC	PT-MZ880BU7 LCD 8000L WUXGA PROJ 4K INPUT LASER PROJECTOR BLACK	1	$9,450.00	$9,450.00
RDL - RADIO DE	Unbalanced to Balanced Amplifier - 2 channel	1	$203.00	$203.00
RDL - RADIO DE	24 Vdc Switching Power Supply, North American AC Plug, 500 mA, dc Plug	1	$31.00	$31.00
OWNER	Motorized Screen (REUSE)	1	$0.00	$0.00
OWNER	Ceiling Mic by Projector (REMOVE)	1	$0.00	$0.00
OWNER	Ceiling Mic by Screen (REMOVE)	1	$0.00	$0.00
OWNER	Crestron TPMC-6X (REMOVE)	1	$0.00	$0.00
OWNER	Desk Mounted Gooseneck Mic (REMOVE)	1	$0.00	$0.00
OWNER	Document Camera (REMOVE)	1	$0.00	$0.00
OWNER	Ceiling Mounted Speakers (REUSE)	1	$0.00	$0.00
OWNER	Contemporary Research 232-ATSC+ Tuner (REMOVE)	1	$0.00	$0.00
OWNER	Shure ULXS4 Mics (REMOVE)	2	$0.00	$0.00
OWNER	Crestron AV2 (REMOVE)	1	$0.00	$0.00
OWNER	SurgeX SX-1115-RT (REUSE)	1	$0.00	$0.00
OWNER	Marantz PMD580 (REMOVE)	1	$0.00	$0.00
OWNER	Crestron DM-MD8X8 (REMOVE)	1	$0.00	$0.00
OWNER	Netgear FS116P Switch (REUSE)	1	$0.00	$0.00
OWNER	Biamp Nexia CS (REMOVE)	1	$0.00	$0.00
OWNER	Crown XTi 1000 (REUSE)	2	$0.00	$0.00
OWNER	Middle Atlantic 32RU Rack (REUSE)	1	$0.00	$0.00
OWNER	Crestron DM-TX-400-3G Wallplate (REMOVE)	1	$0.00	$0.00
OWNER	Crestron DM-TX-200-C-2G Wallplate (REMOVE)	1	$0.00	$0.00
OWNER	Avocor ThinkHub (REUSE)	1	$0.00	$0.00
OWNER	Meetup Camera (REUSE)	1	$0.00	$0.00
KRAMER	VS-1616DN-EM/STANDALONE-4U digital Frame with 16 slots	1	$5,910.00	$5,910.00
KRAMER	HDBT7-IN2-F16(DT)/STANDALONE-HDBT 4K lite in card for VS-1616D	3	$1,197.00	$3,591.00
KRAMER	UHDA-IN2-F16/STANDALONE-4K HDMI Input with analog audio IO for VS-1616D	1	$1,343.00	$1,343.00
KRAMER	HDBT7-OUT2-F16(DT)/STANDALONE-HDBT 4K lite out card for VS-1616D	4	$1,197.00	$4,788.00
KRAMER	BLP-F16(WITH-SCREWS)-BLANK WALL FOR MATRIX FRAME 16 WITH SCREWS	8	$13.00	$104.00
KRAMER	KT-2010-10.1" Tablet Desk Top Black Touch Panel	1	$1,744.00	$1,744.00
KRAMER	WP-789T/US-D(W/B)-tter with RS-232 & IR over Long-Reach HDBaseT (EU, UK, US-D)	1	$387.00	$387.00
KRAMER	TP-580T-HDMI,Bidirect.RS232,IR over Twisted Pair HDBaseT Transmitte	5	$252.00	$1,260.00

KRAMER	TP-580R-HDMI, Bidirect.RS232, IR over Twisted Pair HDBaseT Receiver	7	$252.00	$1,764.00
KRAMER	KC-VIRTUALBRAIN1-Hardware platform with 1 instance of Kramer BRAINware	1	$743.00	$743.00
LIBERTY AV	DIGITALINX SECURE ADAPTER RING	5	$327.00	$1,635.00
	Sub-Total: Command Room 110A			**$40,947.00**
	Multi-Purpose Room 104B			
OWNER	Wall Mounted Display (REMOVE)	2	$0.00	$0.00
LG	75IN LCD TV 3840X2160 UHD TAA MNTR SIMPLE EDITOR WIFI 120HZ HDMI 3YR	2	$1,575.00	$3,150.00
ATDEC	TILT ANGLE WALL MOUNT UP TO 200LB	2	$84.00	$168.00
OWNER	Crestron TPMC-6X (REMOVE)	1	$0.00	$0.00
OWNER	Contemporary Research 232-ATSC+ Tuner (REMOVE)	1	$0.00	$0.00
OWNER	Crestron CP2E (REMOVE)	1	$0.00	$0.00
OWNER	SurgeX SX-1115-RT (REMOVE)	1	$0.00	$0.00
OWNER	Pioneer BDP-V6000 Blu-ray (REMOVE)	1	$0.00	$0.00
OWNER	Crestron DM-MD8X8 (REMOVE)	1	$0.00	$0.00
OWNER	Middle Atlantic SRSR 12RU Rack (REMOVE)	1	$0.00	$0.00
OWNER	Crestron DM-TX-400-3G Wallplate (REMOVE)	1	$0.00	$0.00
OWNER	Crestron DM-TX-200-C-2G Wallplate (REMOVE)	1	$0.00	$0.00
AVPRO	4x2 ConferX Auto Switching Matrix w/ HDBaseT Inputs and Outputs. Microphone, Volume and Line Level A	1	$715.00	$715.00
AVPRO	HDBaseT (CAT6) Extender Kit. ICT 18G, 40m 4K (70m HD) Slim Extender with I-Pass, Bi-Directional Power	1	$550.00	$550.00
AVPRO	AC-CXWP-USBC-T	1	$533.00	$533.00
AVPRO	HDBaseT (CAT6) RECEIVER ONLY. ICT 18G, 70m 4K (100m HD) Slim Extender with I-Pass, Bi-Directional P	1	$374.00	$374.00
LIBERTY AV	DIGITALINX SECURE ADAPTER RING	1	$327.00	$327.00
TRIPPLITE	USB C DOCKING STATION W/USB HU	1	$227.00	$227.00
	Sub-Total: Multi-Purpose Room 104B			**$6,044.00**
	Integration			
	Project Management			$2,992.00
	Programming			$1,400.00
	On Site Integration			$19,968.00
	Testing & Acceptance			$2,800.00
	Training			$700.00
	Integration Cables & Connectors			$2,134.00
	Engineering & Drawings			$5,581.00
	Sub-Total: Integration			**$35,575.00**

INTEGRATION SERVICES

INTEGRATION SCOPE OF WORK

A. SUMMARY:

This project consists of upgrading and simplifying audiovisual systems in three (3) rooms, which were originally installed in 2010, at the Village of Mount Prospect Public Works facility. The customer has requested that AVI Systems make design and workflow recommendations to allow for maximum ease of use for end users in these spaces.

B. SYSTEM DESCRIPTION:

Breakout Room 106A

CAPABILITIES/USE CASES

- Present from laptop connection
- View/Control Antenna TV

CLIENT DELIVERABLES/REQUIREMENTS

- Power
  - Power required at display locations per AVI Systems provided drawings
- Network
  - (1) network drop at the display
- Structural
  - Electrical boxes per AVI Systems provided drawings
  - Conduit pathways – location/size

DISPLAY LAYOUTS – DISPLAY ORIENTATION

- AVI Systems shall provide and install one (1) 75" Display in the room
  - The display shall be installed using a tilting wall mount
  - AVI Systems shall require power for the display to be provided by others
  - Control for the display shall come from the manufacturers remote control

PERIPHERALS DEVICES AND FUNCTIONALITY

- AVI Systems shall provide and install one (1) HDMI cable for laptop connectivity
- Existing Antenna feed from building

CUSTOMER/OWNER FURNISHED EQUIPMENT (OFE)

Customer will provide the following equipment.

- Existing Display and Mount (REMOVE)

Multi-Purpose Room 104B

CAPABILITIES/USE CASES

- Present from laptop connection
- View/Control Antenna TV

CLIENT DELIVERABLES/REQUIREMENTS

- Power
  - Power required at display locations per AVI Systems provided drawings
- Structural
  - Electrical boxes per AVI Systems provided drawings
  - Conduit pathways – location/size

DISPLAY LAYOUTS – DISPLAY ORIENTATION

- AVI Systems shall provide and install two (2) displays in the room
  - The displays shall be installed using tilting wall mounts
  - AVI Systems shall require power for the display systems to be provided by others

- Control for the displays shall come from the manufacturers remote control

VIDEO AND AUDIO CONFERENCING (VTC AND ATC) FUNCTIONALITY

- No support for video and audio conferencing

VIDEO DISTRIBUTION SOLUTION

- AVI Systems shall provide and install one (1) HDMI/HDBaseT matrix behind the left display and extend HDBaseT to one (1) receiver behind the right display to receive video from the lectern (both displays will show the same source)

PERIPHERALS DEVICES AND FUNCTIONALITY

- AVI Systems shall provide and install one (1) HDBaseT transmitter in the lectern for laptop connectivity
  - AVI Systems shall provide HDMI cable and adaptors for the laptop connection
- AVI Systems shall connect the displays to the building Antenna for viewing of local broadcast TV (control of source and channel shall be from display remote control)

HARDWARE HOUSING – RACK EQUIPMENT

- AVI Systems shall install USB devices in existing OFE lectern
  - Lectern shall be connected to existing wall plate with Tech Flex covered umbilical cord containing necessary cabling to support audio and video signals

CUSTOMER/OWNER FURNISHED EQUIPMENT (OFE)

Customer will provide the following equipment.

- Lectern
- Existing AV equipment shall be deinstalled and turned over to Village for E-waste

Command Room 110A

CAPABILITIES/USE CASES

- Conduct video calls via an OFE dedicated PC
- Conduct video calls via a laptop connection / BYOD
- Present from laptop connections
- View/Control Cable TV/Satellite
- View/Control DVD/Blu-ray
- Listen to BGM in the room via an aux connection

CLIENT DELIVERABLES/REQUIREMENTS

- Power
  - Power required at display locations per AVI Systems provided drawings
  - Power required at projector location
  - Power required at AV rack location
- Structural
  - Electrical boxes per AVI Systems provided drawings
  - Conduit pathways – location/size

DISPLAY LAYOUTS – DISPLAY ORIENTATION

- AVI Systems will leave existing conferencing system on back wall installed and configured as is, this system is a standalone VC setup.
- AVI Systems shall remove four (4) displays currently mounted to soffit faces
- AVI Systems shall provide and install six (6) displays and one (1) projector in the room
  - Four (4) 65" displays shall be installed on tilting wall mounts below the soffits, above the windows on the side walls of the room, two (2) 75" displays shall be mounted on tilting wall mounts on soffit face across from projection screen to cover existing black cable cubbies, and the projector shall be installed using the existing ceiling mounting system
  - AVI Systems shall require power for the displays to be provided by others
  - AVI Systems shall install one (1) HDBaseT receiver at each display to receive video and control from the video switcher
  - Control for the display system shall come from the touch panel
- AVI Systems shall reuse (1) existing projection screen in the room
  - AVI Systems shall not be responsible for any grid or drywall work
  - AVI Systems shall reuse one (1) wall switch installed at the AV rack to manually control the screen
  - Control for the screen shall come from the wall switch at the AV rack

VIDEO DISTRIBUTION SOLUTION

- AVI Systems shall provide and install one (1) switcher in the existing OFE AV rack
    - AVI Systems shall install a variety of cards to fit the input/output needs of the system
    - All video in the system shall be routed and distributed through the switcher
    - The matrix switcher shall provide the ability to route any source to any destination (exceptions: HDCP protected sources such as Blu-ray players and Apple products shall not be routable to video codecs, annotation panels, etc.)
    - The matrix switcher shall contain a control processor

AUDIO PICK-UP SOLUTION

- AVI Systems shall remove existing ceiling microphones in the space

SPEAKER SOLUTION

- AVI Systems shall reuse existing ceiling speakers in the space
    - The speakers shall be powered by the existing OFE amplifiers located in the AV rack
    - Speakers will be driven by de-embedded 2 CH PCM audio from projector into amplifiers

PERIPHERALS DEVICES AND FUNCTIONALITY

- AVI Systems shall provide and install one (1) HDBaseT wall plate transmitter in the wall behind the desk for laptop connectivity
    - AVI Systems shall provide HDMI cable and adaptors for the laptop connection
- AVI Systems shall provide and install five (5) HDBaseT transmitters under five (5) different tables for laptop connectivity
    - AVI Systems shall provide HDMI cable and adaptors for the laptop connections
    - These transmitters will connect to the existing data ports in the floor boxes via a RJ45 patch cable (these cables route back to same room as AV rack)
- AVI Systems shall provide and install a desktop touch panel interface on the existing desk (where Crestron wireless panel currently sits) for control of the video system
- AVI Systems will connect all displays to existing antenna distribution system for local broadcast TV

HARDWARE HOUSING – RACK EQUIPMENT

- AVI Systems shall reuse an existing OFE (32RU) equipment rack located in the IT room

CUSTOMER/OWNER FURNISHED EQUIPMENT (OFE)

Customer will provide the following equipment.

- Existing Desk at left rear corner of room
- Existing recessed motorized projection screen
- Existing AV Rack
- Existing speakers and amplifiers

CONTROL SOLUTION – TOUCH PANEL USE

Control System Functionality of the Command Room

The following narrative describes the options and control of the main touch panel.

- **Splash Page** (main / startup page)
    - Displays logo and room / system name
    - Press anywhere to go to room mode
- **Room Mode**
    - Includes optional activities
        - Local Presentation
- **Local Presentation**
    - Powers on displays, routes the default source and displays available sources on the touch panel
    - Source selection for presentation mode include *Only a single source may be selected at a time **OR** Matrix routing available (any source to any destination)
        - Wall plate located behind desk
        - Five (5) table transmitters
- **General Controls** (available on most pages – located either at the header, footer, or side menu)
    - Help
        - TBD (to be determined during programming requirements call)

        - Options include
            - Both AVI Systems and client help desk information
    - Advanced Menu *password required to access
        - Matrix routing
        - Preset manager
        - Source naming
        - Automatic shutdown schedule
    - Power
        - Prompts to confirm (power down or return / cancel)
            - System shutdown sequence
                - Powers down displays, powers down projector, raises screen

The desired control panel functionality has been defined in the Control Solutions section of this SOW.

Detailed programming requirements will be gathered during the project and will require signoff from the Customer; this includes one round of approvals. Once signoff has been received, requirements are considered final; however, one round of nomenclature changes (ex. Button name changes, screen name changes) will be allowed provided those changes are requested within 30 days of project acceptance. Functional changes (adding a button, changing the way a button operates, etc.) after requirements signoff will require a change order.

Delay in programming requirements signoff may result in project delay.

If programming code is going to be provided to AVI Systems for use or modification, then AVI Systems and Customer have made assumptions regarding the quality and usefulness of this code. AVI Systems reserves the right to review the code and if any of the assumptions are incorrect, AVI Systems will discuss details with the client. If changes are needed, a Change Order will be required which may result in budget or timeline adjustments.

Assumptions

Room Upgrade Assumptions

- Note that commissioning/testing does not include testing of equipment under heavy usage, watching the system run over long periods of time, or on-site monitoring of meeting/events/functions; however, these services can be purchased through your AVI Systems Account Executive for an additional fee.
- For room / system upgrades, AVI Systems has made a best-effort attempt to identify existing equipment and functionality. Unless specifically listed in this document, any existing equipment and/or functionality **will not be maintained** in the upgrade project. Please advise your AVI Systems representative of any discrepancies in system description.
- All Owner Furnished Equipment (OFE) shall be in good working condition. Any equipment found to be insufficient or non-functional shall be repaired or replaced at owner's expense.
- Walls shall be capable of supporting equipment to be mounted thereon. Inadequately framed or otherwise underrated walls shall be reinforced by owner before AVI Systems technicians arrive on site.
- Walls shall have adequate and open "fishable" space behind drywall for low-voltage cable runs between equipment.
- Owner shall provide adequate raceways in or on concrete, block, insulated, or otherwise "un-fishable" walls to accommodate low voltage cable runs between equipment.
- Owner shall provide adequate raceways on projects installed in localities which require conduit for low-voltage cabling runs between equipment.
- All cable runs between components and equipment racks are assumed to be less than 250 feet in length unless previously identified during a site survey by AVI Systems. Cable runs exceeding 250 feet in length due to unseen obstacles or inadequate raceways will require a Change Order for additional parts and labor.
- AVI Systems assumes adequate space above ceiling grid for installation of above-tile storage accessory cabinets and/or mounting kits. Inadequate space not previously identified and noted in this document may require a Change Order for alternative mounting components.
- Structural mounting locations shall be sound and free of unwanted vibration. Changes in equipment mounting locations, methods and/or products due to unforeseen structural problems may result in additional parts and labor costs.
- Owner shall provide adequate ventilation or active cooling through closets, cabinets, or credenzas which will house components and equipment racks.

- Existing equipment not utilized in room upgrades or new systems shall be removed by Owner prior to arrival of AVI Systems technicians. Equipment removal by AVI Systems technicians not previously agreed to and noted in this document shall be done so after issuance of a Change Order for additional labor.
- In developing a comprehensive proposal, AVI Systems' engineering team must make assumptions regarding the construction of the owner's facility, the availability of appropriate infrastructure, and site conditions required for proper installation. If any of the assumptions indicated in the site survey form (Appendix C) are incorrect, please inform your AVI Systems representative as soon as possible. Changes to the proposal may affect system price and/or project duration.

Project Assumptions

- Union labor is not included in this quote. If union labor is required on the jobsite, a Change Order will be issued to cover additional labor costs.
- Prevailing Wage labor rates are not included in this quote. If Prevailing Wage rates are required on the jobsite, a Change Order will be issued to cover additional labor costs.
- AVI Systems reserves the right to make substitutions of proposed equipment for similar equipment of equal functionality and of equal or greater value due to delays in shipping, back-order situations, manufacturer model changes, or to meet installation deadlines, without Customer's prior consent.
- AVI Systems reserves the right to use 3rd party subcontractors as needed without Customer's prior consent.
- The following information is provided to Customer after AVI Systems' CAD documentation has been completed:
    - Required sizing and locations of Owner-provided conduit, raceways, and boxes
    - Owner-provided 110VAC receptacles and terminations
    - Wall reinforcements and backing to be provided by Owner at equipment mounting locations

  *If Customer requests this information prior to completion of AVI Systems' CAD documentation, AVI Systems can provide draft specifications, however Customer understands that final specifications may vary, and Customer assumes all risks associated with commencing any work based on the draft specifications.
- AVI Systems will notify Customer of completion of a SOW by submitting to Customer a AVI Systems Sign-Off Form. If the Customer does not return a signed AVI Systems Sign-Off Form within 10 business days of receipt (or has not provided any written exceptions to sign-off), the SOW will be deemed accepted by the Customer on the 11th business day after Customer's receipt of AVI Systems Sign-off Form.

C. EXCLUSIONS: The following work is **not included** in our Scope of Work:

- All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- Concrete saw cutting and/or core drilling
- Firewall, ceiling, roof, and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements, and/or repair
- Structural support of equipment *AVI Systems is not responsible for building-related vibrations
- Installation of the ceiling-mounted projection screen
- All millwork (moldings, trim, cutouts, etc.)
- Patching and Painting
- Permits (unless specifically provided for and identified within the contract)
- Unless otherwise stated, the pricing in this agreement does not include prevailing wage or union labor
- Unless specifically noted, lifts and scaffolding are not included

D. CONSTRUCTION CONSIDERATIONS:

In order to accomplish the outlined goals of this project, the Customer will be responsible for contracting with an outside entity to make the necessary modifications to the space as directed by AVI Systems. The costs associated with these modifications are not included in this proposal.

E. NOTICE: THIS SCOPE OF WORK IS DELIVERED ON THE BASIS OF THE FOLLOWING ASSUMPTIONS:

- The room(s) match(es) the drawings provided.
- Site preparation by the Customer and their contractors include electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before the scheduling of the installation. All work areas should be clean and dust free prior to the beginning of the on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to the site that AVI Systems is not able to execute work efficiently and definably progress, the Customer will be charged a fee to reimburse AVI Systems for all lost time and inefficiencies. At this time, the Customer will be presented with a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building/facility and the room(s) for equipment and materials.

- There is secure storage for equipment during a multi-day integration.
- If Customer furnished equipment and existing cabling are to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement, and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations, including IP addresses, are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.
- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by the late arrival of these items will result in a change order for time and materials.
- Document review/feedback on drawings/correspondence will be completed by the Customer within two business days (unless otherwise noted).
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix).
- In developing a comprehensive proposal for equipment and integration services, AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure, and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during the integration effort, which are different from those documented, may affect the price of the system solution, integration, or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

F. INTEGRATION PROJECT MANAGEMENT PROCESSES

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Notice of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service Transition

G. KNOWLEDGE TRANSFER (TRAINING)

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to operate all aspects of the integrated system confidently and comfortably. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start-up, stop and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to the system processor and its control applications
- Powering up and powering down the AV system via the control system
- Manual operation of display systems, audio systems, and all other related components
- Use/operation of patch panels, when and where to be used
- Whom to call when help is required

H. AVI SYSTEMS INTEGRATION SERVICES RESPONSIBILITIES

AVI Systems will provide services/work for the project as described above in the Scope of Work or per the attached separate Scope of Work document detailing the scope of work to be performed.

- Provide equipment, materials, and service items per the contract products and services detail.
- Provide systems equipment integration and supervisory responsibility for the equipment integration.
- Provide systems configuration, checkout, and testing.
- Provide project timeline schedules.
- Provide necessary information, as requested, to the owner or other parties involved with this project to ensure that proper AC electrical power and cableways and/or conduits are provided to properly integrate the equipment within the facilities.
- Provide manufacturer-supplied equipment documentation.
- Provide final documentation and "as built" system drawings (CAD) - if purchased.
- Provide system training following integration to the designated project leader or team.

I. CUSTOMER INTEGRATION SERVICES RESPONSIBILITIES

- Provide for the construction or modification of the facilities for soundproofing, lighting, electrical, HVAC, structural support of equipment, and decorating as appropriate. Includes installation of any ceiling-mounted projection screen.
- Provide for the ordering, provisioning, installation, wiring, and verification of any Data Network (LAN, WAN, T1, ISDN, etc.) and Telephone Line (Analog or Digital) equipment and services prior to on-site integration.
- Provide all necessary cableways and/or conduits required to facilitate AV systems wiring.
- Provide all necessary conduits, wiring, and devices for technical power to the AV systems equipment.
- Provide reasonable access of AVI Systems personnel to the facilities during periods of integration, testing, and training, including off hours and weekends.

- Provide a secure area to house all integration materials and equipment.
- Provide a project leader who will be available for consultation and meetings.
- Provide timely review and approval of all documentation (Technical Reports, Drawings, Contracts, etc.).

ENGINEERING SERVICES

ENGINEERING SERVICES TO BE PROVIDED

AVI Systems will work with the Customer and any related design professionals selected (architects, engineers, etc.) to provide initial and ongoing audiovisual systems design and engineering support for this project.
AVI Systems strongly encourages the fostering of a truly open, cooperative "design team" approach, with team members bringing unique, valuable insight from their special perspective to the team.
The goal of these services is as follows:

- Understand clearly the current and future AV needs of the Customer.
- Provide accurate construction documents for the implementation of the AV-related infrastructure.
- Provide an overall AV plan that will allow for the procurement of appropriate AV equipment and installation, complete with system diagrams, ensuring correct integration of the equipment.
- Compile the data gathered during the engineering process into an Integration Agreement for a turnkey installation of all AV systems, with the added value of a seamless integration process.

The Design Process can be modified at any time per the direction of the Customer – otherwise, it shall follow this general outline:
AV Program Review / Verification – The AVI Systems design team will obtain from the Customer the operational specifications desired for the audio and video systems within the designated facility. Additional facility information will be required, including the building's electrical and structural infrastructure, as well as the physical sizes of each room or space. Using compatible AutoCAD drawings, the integration of desired AV systems within available spaces will be visualized. During this initial design phase, various equipment options, with an eye toward future expandability while maintaining current value, will be suggested.
Budget Verification – The AVI Systems design team will create a project scope compiled from the information received from the Customer. AVI Systems will generate cost estimates for the various systems as outlined above and compare these budget estimates to any initial AV budgets. This process will reaffirm the exact direction that engineering resources should target in the next phase.
Initial Design – During this phase, AVI Systems will begin applying the above-defined systems in detail to the various areas of the Customer facility. Further communications between the Customer and the other design team members, as various options are explored, will be necessary at this time. Typical deliverables from this phase would include the following drawings and/or documents.

- Preliminary AV Floor Plan and Elevations detailing locations of all AV devices
- Preliminary Projection Geometry detailing projection/screen locations with viewing angles, mounting details, etc.
- Preliminary AV Technical Power, Conduit Plans, and Riser Drawings
- Preliminary AV Video Flow
- Preliminary AV Audio Flow
- Preliminary AV Control Flow
- Preliminary AV Rack Layouts
- Preliminary Equipment Lists
- Preliminary Budget Estimates

Submittal of the above for the various rooms will be a progressive process, with most critical drawings being submitted first, allowing construction details to be available on an as-needed basis. During this process, modifications to the preliminary plans due a variety of considerations - architectural/aesthetic considerations, budget reviews, etc. Electronic exchange of AutoCAD drawings between all the "team members" will facilitate a quick exchange of updates. Specific design "freeze dates" will be established with all parties to facilitate timely submittals and help manage the Customer's end cost. All changes are to be reviewed and approved by all parties.
Final Systems Design – The changes made in the previous phase to the preliminary designs will be updated and regenerated as "final" construction documents. AVI Systems will typically work from background drawings from an architect under contract to the Customer, entering AV-specific data and returning these back to the architect (or other Customer retained design professional) for integration into final construction documents.
Project Specifications Document – The final audiovisual systems designs will be compiled into a written project technical specifications document with equipment lists and any pricing not already included in the quote for complete integration. This document will include the following system diagrams and documents.

- AV Floor Plan and Elevations detailing locations of AV devices
- AV Video Flow
- AV Audio Flow
- AV Control Flow
- Equipment lists as specified
- System infrastructure requirements, including cable and termination specifications
- System operational and post-operational requirements
- Project Scope of Work
- Project costs
- Project Integration Agreement

CUSTOMER CARE

CUSTOMER CARE SERVICES TO BE PROVIDED

Customer Care is the ongoing care and maintenance services delivered to keep your System(s) functioning as originally designed and installed. AVI Systems will perform the services below, as further described in the Definitions, for covered Systems.

Customer Care Entitlement Matrix

Entitlement	Definition	System Support	Unified Communications	Digital Media	Service Level
Incident Management	AVI Systems provides Priority Support to troubleshoot, remediate, and escalate all Incidents through to resolution.	Not Included	Not Included	Not Included	Remote initiation within two (2) business hours, Monday through Friday, during standard hours (8 am-5 pm local time, excluding holidays)
Remote Support	AVI Systems provides remote Priority Support for supported systems to diagnose and resolve incidents.	Not Included	Not Included	Not Included	Remote response within (8) business hours, Monday through Friday during standard hours (8 am-5 pm local time, excluding holidays)
Onsite Support	AVI Systems provides Priority Support for technician dispatch to the client location to diagnose and resolve an Incident.	Not Included	Not Included	Not Included	Onsite response within eight (8) business hours, Monday through Friday, during standard hours (8 am-5 pm local time, excluding holidays)
Advanced Parts Replacement	AVI Systems provides advanced replacement of failed hardware components. Does not include consumables or obsolete equipment.	Not Included	Not Included	Not Included	Repair and/or replacement is manufacturer dependent. Loaner Equipment on Best Effort basis
Software Update Assistance	AVI Systems provides labor to implement updates of existing software to correct software errors and/or resolve incidents	Not Included	Not Included	Not Included	
System Training	AVI Systems conducts user training to cover the operation of the system and how to contact AVI Systems for support. Technical, Administrative, or Product Specific training is available separately from this agreement.	Not Included	Not Included	Not Included	Remote user training, scheduled at least one (1) week in advance
System Health Checks	AVI Systems personnel perform preventative maintenance. Includes cleaning, adjustments, functional tests, and replacement of parts to keep the system equipment in efficient operating condition.	Not Included	Not Included	Not Included	Two (1) System Health Checks per year, each scheduled at least one (1) week in advance
Asset Management	AVI Systems tracks asset information for Systems.	Not Included	Not Included	Not Included	

CUSTOMER CARE DEFINITIONS

System – the items listed in the Products and Services Detail section of this Agreement or listed on an attached Equipment List except for Consumables, Owner Furnished Equipment, and Obsolete Equipment.
Priority Support – all work under AVI Systems support agreements with Customers is scheduled ahead of any other on-demand work.
Remote Support – a service whereby remote calls are made to communications and terminal equipment via Customer provided IP connection to determine failures and remedies. Only available where equipment is capable and configured by AVI Systems to provide same.
Onsite Support - Service level response assumes the client location is within 60 miles of an AVI Systems Service Center. Additional travel costs may apply if the client's location is beyond 60 miles of an AVI Systems Service Center.
Consumables – parts such as recording media, batteries, projection lamps, bulbs, etc. Consumables are parts that are not included in this Agreement.
Obsolete Equipment – items (though possibly still in use) that are outdated with no manufacturer support or parts availability or products with the formal end of life as defined by their manufacturer. Obsolete Equipment is parts that are not included under this Agreement.
Loaner Equipment – tabletop LCD projectors and flat-screen monitors under 50". Tabletop projectors are not integrated into a system. Flat screen monitors will be installed onto a wall if reasonably possible.
Best Effort – AVI Systems strives to provide the Service or repair any Incident in an appropriate and generally accepted manner using the resources available but makes no promise in this reference.
Advanced Parts Replacement - Provides for recycling of equipment covered in a system or consumables with no additional fees. Includes coverage for shipping to/from the manufacturer for equipment sent for warranty diagnosis, repair, or exchange.

Software Update Assistance – revisions of existing software, which provide maintenance to correct software errors. Assumes software is provided at no charge by the manufacturer or covered under a valid manufacturer maintenance contract. Cascading software dependencies may impact the ability to issue updates. Software and features which require additional licensing are not included under this Agreement. Changes to custom templates or scripts after initial deployment are available separately from this agreement.

CUSTOMER CARE - UNIFIED COMMUNICATIONS
Remote Technical Support

- Help Desk phone number: 866-836-8277
- Help Desk email: prosupport@avisystems.com

CUSTOMER CARE - DIGITAL MEDIA
Remote Technical Support

- Help Desk phone number: 800-488-4954
- Help Desk email: dmsupport@avisystems.com

SYSTEM SUPPORT TERMS
Coverage Dates – Unless otherwise stated, the service coverage date will be effective as of substantial completion or the System Support Agreement invoice date, whichever is applicable. Coverage will extend for the duration specified by the corresponding line-item description found in the Product and Services Detail section of this Agreement. AVI Systems reserves the right to withhold services until the invoice is paid in full.
Exclusions – For situations where AVI Systems is providing service or support under this Agreement, no cost service, maintenance, or repair shall not apply to the Equipment if any person other than an AVI Systems technician or other person authorized by AVI Systems, without AVI Systems, prior written consent, improperly wires, integrates, repairs, modifies or adjusts the Equipment or performs any maintenance service on it during the term of this Agreement. Furthermore, any Equipment service, maintenance, or repair shall not apply if AVI Systems determines, in its sole discretion, that the problems with the Equipment were caused by (a) the Customer's negligence; or (b) theft, abuse, fire, flood, wind, lighting, unreasonable power line surges or brownouts, or acts of God or public enemy; or (c) use of any equipment for other than the ordinary use for which such equipment was designed or the purpose for which such equipment was intended, or (d) operation of equipment within an unsuitable operating environment, or (e) failure to provide a suitable operating environment as prescribed by equipment manufacturer specifications, including, without limitation, with respect to electrical power, air conditioning, and humidity control.
Systems Support Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

Entertainment System Design

Mt. Prospect EOC

1700 W Central Rd
Mt.Prospect, IL 60056
Attn: Bryan Loomis
P: 847-818-5253
bloomis@mountprospect.org

Preliminary Proposal Version 1.0

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
Rooftop HDTV Antenna					

Abt will mount one (1) Wineguard Elite PRO 70mile outdoor Antenna to the roof at the proper TBD location above the EOC AV /IT closet for the best signal strength. Abt will test performance with the included Bluetooth App for proper placement. Abt will pull one (1) RG6Coax cable from the Antenna location to the IT/AV rack in the EOC. Abt will connect this to one (1) Wineguard distribution amplifier splitting the signal to the Multipurpose room and the main EOC room. This will allow all devices to tune into the over the Air HDTV station of their choice from the built in TV tuners or the external Contemporary research HDTV tuner in the EOC rack.

Antenna					
1 Each	Wineguard Elite PRO Outdoor Antenna	BW-2000	$199.99	$199.99	$199.99
Antenna Location - Equipment					
1 Each	24 dB Gain Distribution Amplifier	HDA200	$83.00	$69.00	$69.00
100 Feet	Rg6 Coax Wire Cable Plenum Blk	RG6BPL	$1.35	$1.08	$108.00
1 Each	Custom Installation Supplies	CSUPPLIES	$75.00	$75.00	$75.00
User Interface					
1 Each	Factory TV Remote Controls				

Entertainment System Design

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price

Multipurpose Room AV

Abt will remove two (2) existing 65" LG TV's that are currently mounted at the front of the Multipurpose room on a tilting wall mounts. Abt will install two (2) new Samsung 75" TV's in their place on new Hybrid wall mounts for easier servicing. Abt will use the existing 120VAC power outlets behind each TV location for TV power. Abt will remove the old Crestron room box controllers at each TV. Abt will pull one (1) coax cable from each TV location to the AV rack in the closet in this room. Abt will remove the one (1) Existing Contemporary research HDTV tuner and Abt will connect each TV to a new 1x2 coax splitter for over the Air HDTV stations. Abt will run the channel scan on each TV for local over the air HDTV channels. Abt will also install one (1) HDMI/USB-C wall plate input at the podium location. Abt will pull one (1) cat6 cable from the wall plate location to the first TV and connect to the Atlona HDMI/USB RX behind the TV. Abt will connect the HDMI output to a 1x2 HDMI splitter. Abt will pull one (1) Cat6 cable from the first TV location to the second TV location and connect the splitter to the Atlona HDMI RX behind the TV. This will allow the HDMI/USB-C input at the podium to be displayed on both TV locations at the same time. Power, HDTV Channels and TV inputs will be controlled from the factory TV IR remote controls. System education will be provided.

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
TV					
2 Each	Samsung Tv 75" 4k Qled Full-Array	QN75Q80C	$2,197.99	$1,797.99	$3,595.98
TV Location - Equipment					
2 Each	Sanus Advanced Tv Tilt Mount 42"-90"	VLT7B2	$189.99	$163.58	$327.16
1 Each	Atlona HDBaseT RX / HDMI & USBC	ATOMEEXRX	$803.00	$690.00	$690.00
1 Each	Atlona HDBaseT RX HDMI 70M	ATHDREX70CRX	$480.00	$412.00	$412.00
1 Each	Atlona 2-Output Hdmi Distribution Amp	ATDRCAT2	$1,214.00	$1,044.00	$1,044.00
3 Each	Audioquest 1.5M HDMI Cable	HDMIBLUEBERRY1.5	$39.95	$34.40	$103.20
100 Feet	Rg6 Coax Wire Cable Plenum Blk	RG6BPL	$1.35	$1.08	$108.00
25 Feet	Cat6A Shielded Network Cable PL	GENCAT6AWPL	$1.75	$1.40	$35.00
1 Each	Custom Installation Supplies	CSUPPLIES	$50.00	$50.00	$50.00
Source - Equipment					
1 Each	**HDMI/USBC Wall plate**				
1 Each	Atlona 4k/Uhd Hdmi/Usb-C TX	ATOMESW21TXWPC	$1,124.00	$949.00	$949.00
1 Each	Audioquest 2.25M HDMI Cable	HDMIBLUEBERRY2/25	$49.95	$43.01	$43.01
25 Feet	Cat6A Shielded Network Cable PL	GENCAT6AWPL	$1.75	$1.40	$35.00
6 Each	Blank Decorative Strap No Port White	WPDECSTRAP0WH	$5.55	$4.44	$26.64
User Interface					
1 Each	Factory Samsung TV Remote Controls				

Abt Entertainment System Design

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price

Training Room: Video Equipment

Abt will remove one (1) existing Lamp Projector and install one (1) new Epson 8.5K Laser projector in its place on one (1) existing projector ceiling mount. Abt will re-use the existing 119" recessed in ceiling screen for the projected image. Abt will replace the existing four (4) older 55" LG TV's with four (4) new Samsung 65" Full Array TV's with hybrid titling mounts for improved viewing angles from the ceiling soffits. Abt will also add two (2) New 65" TV locations on the upper north ceiling soffit wall. Abt will pull one (1) new Shielded Plenum Cat6, two (2) new Un-Shielded Plenum Cat6, one (1) Plenum RG6 and one (1) Shielded Mic Cable from the AV equipment location in the rack to each Projector/TV location. Abt will mount one (1) Atlona HDMI over Cat6 receiver behind each display. Abt will use the second existing Cat5/6 cable for RS-232 control of each TV, projector and Screen. The end user will be able to send any input source to any projector or display in the room with full control of power, input and volume from the AMX touch panel at the Podium.

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
Projector					
1 Each	Epson WUXGA Laser 8.5K 8,500 Lumens	V11HA33820	$10,593.00	$9,349.00	$9,349.00
1 Each	Epson Middle Throw Lens ELPLM08	V12H004M08	$451.00	$406.00	$406.00
Projector Location - Equipment					
1 Each	Existing Chief Projector Mount	OFE	$0.00	$0.00	$0.00
1 Each	Atlona HDBaseT TX/RX HDR KIT for HDMI	ATHDREX702PS	$562.00	$484.00	$484.00
2 Each	Audio Quest .75M HDMI Cable	HDMIBLUEBERRY075	$29.95	$25.76	$51.52
100 Feet	Cat6A Shielded Network Cable PL	GENCAT6AWPL	$1.75	$1.40	$140.00
200 Feet	Cat6 24/4p Wire Cable Plenum White	GENCAT6WPL	$1.18	$0.94	$188.00
Projector Screen					
1 Each	Existing 119" Electric Projection Screen	OFE	$0.00	$0.00	$0.00
50 Feet	Cat6 24/4p Wire Cable Plenum White	GENCAT6WPL	$1.18	$0.94	$47.00
TV's					
6 Each	Samsung Tv 65" 4k Qled Full-Array	QN65Q80C	$1,497.99	$1,197.99	$7,187.94
TV Location - Equipment					
6 Each	Sanus Advanced Tv Tilt Mount 42"-90"	VLT7B2	$189.99	$163.58	$981.48
6 Each	Atlona HDBaseT TX/RX HDR KIT for HDMI	ATHDREX702PS	$562.00	$484.00	$2,904.00
12 Each	Audio Quest .75M HDMI Cable	HDMIBLUEBERRY075	$29.95	$25.76	$309.12
6 Each	Serial Cable .5mm To Db9 Serial 6	C4CBL35DB9B	$24.00	$20.00	$120.00
600 Feet	Cat6A Shielded Network Cable PL	GENCAT6AWPL	$1.75	$1.40	$840.00
1200 Feet	Cat6 24/4p Wire Cable Plenum White	GENCAT6WPL	$1.18	$0.94	$1,128.00
600 Feet	Rg6 Coax Wire Cable Plenum Blk	RG6BPL	$1.35	$1.08	$648.00
600 Feet	22/2 Mic Cable Plenum Black	MICBPL	$0.55	$0.44	$264.00
6 Each	RDL Unbalanced Input Transformer	TX-J2	$104.00	$87.00	$522.00
6 Each	SNA1 Digital To Analog Converter	B220DAC	$96.95	$84.00	$504.00
6 Each	Cable Optical Small Connector .75M	OPTPEARLPOINT75M	$29.95	$25.76	$154.56

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price

Training Room: Audio Equipment

Abt will integrate six (6), existing JBL In ceiling Commercial speakers mounted in the drop ceiling. Abt will also integrate two (2) existing Shure wireless handheld and lapel microphones and one (1) XLR podium mic input for presenters, audience or panel participation. Abt will remove the old DSP and replace with a new Symetrix audio DSP with AEC and USB audio interface for audio conferencing and any future soft codec video conferencing applications. Abt will re program all audio routing and EQ the room for the best acoustical performance. Microphone volume, mute and control will be done through the AMX touch panel at the podium location.

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
Speakers					
3 Pair	Existing In ceiling JBL Speakers	OFE	$0.00	$0.00	$0.00
Speaker - Equipment					
0 Feet	Existing Speaker Cable	162WPL	$0.00	$0.00	$0.00
Audio - Equipment					
1 Each	Symetrix 12x8 Radius NX W/USB	80-0206	$3,854.00	$3,314.00	$3,314.00
2 Each	Existing Crown XTI1000	OFE	$0.00	$0.00	$0.00
30 Feet	Plenum Mic Cable Bk 22/2	MICBPL	$0.55	$0.44	$13.20
Audio Source - Equipment					
2 Each	**Wireless Microphone**	OFE			
1 Each	**Podium Mic**	OFE			
1 Each	**HDTV Tuner**	OFE			
1 Each	**Barco Wireless System**				
1 Each	**HDMI/USB-C Podium Wall Plate**				
4 Each	**HDMI/USB-C Floor Box Input**				

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price

Training Room: Rack / Room Equipment

Abt will remove all the older equipment from the existing AV rack and replace with the new AMX equipment. Abt will use the existing 120VAC (dedicated) power outlets for equipment power. MPEOC's IT department will provide a working Cat6 line from ISP at the rack location for network. Abt will home run all cable from the projector, screen, TV's, wall plates, floor boxes and touch panel to the rack for video feed and control. Abt will custom program a new AMX system for an easy to use reliable system. Control will be done through the AMX application on the one (1) 10" AMX touch panel at the podium. Mic volume control and EQ will be done from the application as well as all video switching and source selection. Video sources include; one (1) Barco Wireless Presentation system with 4 users, one (1) Contemporary Research HDTV Tuner, six (6) Samsung HDTV tuner's, four (4) HDMI/USB-C floor box's and one (1) Podium HDMI/USB-C input. This system will allow for automatic control of the projectors and screens as well as the ability to send any audio/video source to any display. System education and training will be provided.

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
Rack - Equipment					
1 Each	Existing Floor Rack	OFE	$0.00	$0.00	$0.00
1 Each	Panamax Surge protector/Conditioner	MR4000	$299.20	$258.00	$258.00
1 Each	Solid Blanking Panel 1ru Abt	SRBPS1ABT	$0.00	$0.00	$0.00
1 Each	Middle Atlantic L-Lacing Bar !0 Pack	LBP1A	$63.00	$54.00	$54.00
2 Each	Middle Atlantic 1U Rack Shelf	U1V	$75.50	$64.00	$128.00
2 Each	Middle Atlantic 2U Rack Shelf	U2V	$100.00	$86.00	$172.00
1 Each	Middle Atlantic rack Screws	HP	$40.00	$32.00	$32.00
AV - Equipment					
1 Each	Atlona 8×8 Matrix Switcher	ATHDRH2H88MA	$4,193.00	$3,606.00	$3,606.00
Network - Equipment					
1 Each	WatchGuard Fire Box T25	WGT25003	$665.00	$572.00	$572.00
1 Each	Ruckus Dual Band Access Point	WPA550UNL	$975.00	$683.00	$683.00
1 Each	CISC 16-Port Gigabit Poe Smart Switch	CBS25016P2GNA	$479.00	$431.00	$431.00
12 Each	7 Ft Black Snagless Cat6 Cable	N6PATCH7BK	$9.99	$8.99	$107.88
25 Feet	Plenum Cat6 Network Cable	GENCAT6WPL	$1.18	$0.94	$23.50

Abt Entertainment System Design

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price
Source - Equipment					
1 Each	**Wireless Conferencing System**				
1 Each	Barco Clickshare Conference Wireless	C-10	$1,200.00	$1,149.00	$1,149.00
3 Each	Barco Clickshare Gen 4 Button	R9861600D01CUS	$275.00	$249.00	$747.00
1 Each	Audio Quest 1.5M HDMI Cable	HDMIBLUEBERRY1/5	$39.95	$34.40	$34.40
4 Each	**Floor Box Wall Plate USBC/HDMI Input**				
4 Each	Atlona HdBaseT USB Extender Wall Plate	ATOMESW21TXWPC	$1,124.00	$949.00	$3,796.00
4 Each	Atlona HdBaseT USB RX	ATOMEEXRX	$803.00	$690.00	$2,760.00
4 Each	Audioquest 2.25M HDMI Cable	HDMIBLUEBERRY2/25	$49.95	$43.01	$172.04
4 Each	Audio Quest 1.5M HDMI Cable	HDMIBLUEBERRY1/5	$39.95	$34.40	$137.60
400 Feet	Cat6a 24/4p Shielded White	GENCAT6AWPL	$1.75	$1.40	$560.00
1 Each	**CR NTSC+ HDTV Tuner**	OFE			
1 Each	Audioquest 2.25M HDMI Cable	HDMIBLUEBERRY2/25	$49.95	$43.01	$43.01
1 Each	**Podium HDMI/USBC Wall Plate Input**				
1 Each	Atlona 4k/Uhd Hdmi/Usb WP Hdbaset TX	ATOMESW21TXWPC	$1,124.00	$949.00	$949.00
1 Each	Atlona HDBaseT RX / HDMI & USB	ATOMEEXRX	$803.00	$690.00	$690.00
1 Each	Audio Quest 1.5M HDMI Cable	HDMIBLUEBERRY1/5	$39.95	$34.40	$34.40
1 Each	Audioquest 2.25M HDMI Cable	HDMIBLUEBERRY2/25	$49.95	$43.01	$43.01
100 Feet	Cat6a 24/4p Shielded White	GENCAT6AWPL	$1.75	$1.40	$140.00
Control - Equipment					
1 Each	AMX Control processor NX3200	NX3200	$4,001.60	$3,441.00	$3,441.00
1 Each	AMX Control processor Power Supply	PSR54	$187.00	$160.00	$160.00
2 Each	AMX Netlinx Icslan RS232 - 2 Ports	EXBCOM2	$823.20	$708.00	$1,416.00
User Interface					
1 Each	AMX MT 10" G5 Touch Panel Black	MT-1002	$2,574.00	$2,214.00	$2,214.00
Supplies- Equipment					
1 Each	Custom Installation Supplies	CSUPPLIES	$400.00	$400.00	$400.00

Abt Entertainment System Design

Qty.	Product	Model #	MSRP	Abt Price	Ext. Price

Project Notes

These notes and requirements are applicable to this proposal in its entirety.

1) All products and materials need to be paid for upfront before delivery of any products or the start of work.
2) Not withstanding anything to the contrary in the Contract Documents, by the United States Marshal Service/Department of Justice agreeing to the provision of good and services set forth in this quote, the payment terms in this Quote will govern and it is acknowledged and agreed that this is as a material condition to the performance of work.
3) All equipment comes with its standard manufacturer's warranty. Installation and service calls are covered by a 120 day warranty. A complete 4 year equipment, installation and service call warranty is available and is listed below.
4) Electrical installation and or drywall patching services are available for an additional charge.
5) Any changes to system scope or layout will be reflected in change orders and will detail additional costs or credits.
6) Any equipment being reused is assumed to be in working order until determined otherwise. Abt will then suggest the best course of action to either repair or replace defective equipment for an additional charge.
7) If your organization is exempt from sales tax, proper documentation must be provided upon proposal acceptance.
8) Supplies included within this proposal will cover all additional parts and/or connectors needed for installation.
9) This proposal is valid for 30 days.

Equipment Total	$62,380.64
Commercial Installation Labor	$18,480.00
AMX Programming	$12,384.00
DSP & EQ Programming	$3,096.00
Additional Abt Samsung TV Discount	-$500.00
Sales Tax	$0.00
TOTAL	$95,840.64
Optional 4 Year Custom Warranty	$8,109.48

We appreciate the opportunity to provide you with this proposal. If you have any questions or require further information, please do not hesitate to contact us. We look forward to hearing from you.

Yours Truly,

Devin Ohlsen

Phone: 847.544.2528
Fax: 847.544.2459
Devin.Ohlsen@Abt.com

X _____ Date: _____
Signature of Acceptance

September 18, 2023

Paul Fahey
Mt. Prospect EOC
1720 West Central,
Mount Prospect, IL 60056
847.875.0886
pfahey@mountprospect.org

Submitted By: Dylan Lusinski
Advanced Communications, Inc.

PROJECT: VILLAGE OF MT. PROSPECT – EMERGENCY OPERATION CENTER
SUBJECT: AUDIOVISUAL RENOVATIONS – BASED ON 8/29/23 SITE VISIT

SUMMARY OF WORK

During a recent site visit, Advanced Communications Inc. (ACI) was made aware of several areas where equipment was deemed to be at the end of life and several areas where additional features were requested. ACI is to provide demo for all non-functional equipment and features. ACI will be providing new equipment and features to the Break Room, renovation work to the Multipurpose room, and renovation work to the Command Room.

REMOVAL OF EXISITNG MATERIAL

Where equipment is being replaced or being removed due to lack of utilization, ACI will be providing demo for all associated audiovisual equipment. ACI will hand over all material to the owner or locate material to the owners requested on-site location.

BREAK ROOM

ACI proposes to furnish and install a 55" Ultra HD display to be wall mounted in lieu of the existing display. The Break Room will feature a point-to-point HDMI connection for the display. Mounted onto the owner requested table, ACI will install an HDMI transmitter. Through a provided patch cable, the table mounted transmitter will then connect to a data connection in the existing floor box tying back to the headend rack. ACI will then pull cable from the head end rack to a receiver box that will be located directly behind the display. Audio playback will be done via the display integrated speakers and control for the display will be done via the included IR remote.

MULTIPURPOSE ROOM

ACI proposes to furnish and install (2) 75" Ultra HD displays to be wall mounted in lieu of the existing displays. ACI will be replacing the existing video transmit devices that are currently wall mounted below the displays. ACI will be installing (2) video input options utilizing HDMI and USB-C connection types. Video signals will be transmitted to a new digital matrix switcher replacing the existing. The new digital matrix switcher will also include an internal control processor which will be utilized by the newly installed touch panel. ACI will furnish and install a new wired 10" touch panel that will rack mounted on a custom rack panel. Lastly, ACI is to install an occupancy sensor

that will offer features such as automatic power on/off features for the Audiovisual system. This sensor will trigger based on when end users enter/ leave the space. ACI will provide programming for this device to accommodate owner requested settings based on the devices programming capabilities.

COMMAND ROOM

ACI will be providing a multitude of renovations for the Command Room. ACI will be furnishing and installing a total of (6) 65" Ultra HD displays to replace the existing (4) displays located in the Command Room. While (2) of newly installed displays will strictly utilize an HDTV Tuner, the other (4) displays will be receiving a point-to-point video connection done similarly to the Break Room. Phone Tables 7109, 7111,7113, and 7115 will each receive a single HDMI transmitter box. Utilizing the provided patch cables, each table mounted transmitter will run down to the nearest floor box data connection, back to the head end rack, then to their respective displays.

Additionally, ACI was notified that the existing projector is at its end of life and needs to be replaced. ACI purposes to furnish and install a Digital Projection 8500 lumen laser projector. The new projector will feature 20,000 hours of illumination and will provide a far superior picture quality than what was previously available. ACI will be replacing the projector mount as well to accommodate for increased weight requirements.

Located at the podium position, ACI will be replacing video input devices for the projector, relocating the existing Blu-ray player to the headend rack, and replacing the existing wireless touch panel. Provided at the podium, ACI will install (2) video input options that will be able to send video signals to the projector. Video input options available will be a single HDMI and USB-C connection point. ACI will be replacing the existing wireless touch panel with a wired 10" table top touch panel.

To accommodate included audiovisual renovations, ACI will be replacing the existing digital matrix switcher and control processor. The newly installed matrix switcher and control processor will allow for current/ future system renovations, 4K video resolution capabilities, and improved functional speeds for newly installed audiovisual devices. ACI plans to reuse existing cable for new devices where applicable and to reuse the existing equipment rack.

Notes:

- Roof antenna penetration & mast by owner.
- VHF/ UHF TV antenna, antenna splitter, and RF amp provided and installed by ACI.
- All newly furnished and installed displays will feature built in HDTV tuners.
- ACI to integrate wireless Crestron control application for owner provided iPad.
- Existing Audio System to remain

TOTAL TURN-KEY INSTALLED COST:	$115,870

ALTERNATE ADD – AIRMEDIA DEVICE (PER ROOM)

Upon acceptance of this alternate, ACI will furnish and install an AirMedia device for requested spaces. This device addition will allow end users to send video signals wirelessly over the building Wi-Fi and may be controlled as another input selection option via the newly installed touch panels.

TOTAL ADDITIONAL COST (PER ROOM):	$1,419

ALTERNATE ADD – COMMAND ROOM BLUETOOTH PAIRING

Upon acceptance of this alternate, ACI will furnish and install an RDL Bluetooth pairing device for the Command Room. This device addition will allow end users to pair their Bluetooth enabled devices for wireless audio playback from downloaded personal applications. Audio playback from Bluetooth paired devices will source through existing audiovisual ceiling speakers.

TOTAL ADDITIONAL COST:	$1,186

~TAX NOT INCLUDED~

PLEASE NOTE:

- Skilled Union Craftsmen will perform all work.
- The Proposal Total **Does Not** include electrical conduit or power outlets.
- The entire installation carries a one-year warranty.
- This proposal is only effective **30 days** from date of issue.
- Applicable sales tax not included. Please provide state tax exempt certificate or tax will be applied.
- Product availability & lead times have become unpredictable due to global supply chain disruptions. ACI will communicate all product arrival & lead time dates with the owner and will assist in finding appropriate substitutions as possible upon owner request.

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment is to be by 35% deposit; net due upon completion of work.

Date of Acceptance: _____ **Signature:** _____

Advanced Communications, Inc.
201 Woodcreek Drive, Michigan City, IN 46360-3180
219.874.3333 www.advancedcom.biz

Village of Mount Prospect
Fire Department

INTEROFFICE MEMORANDUM

TO: VILLAGE MANAGER

FROM: FIRE CHIEF

DATE: DECEMBER 1, 2023

SUBJECT: EOC TECHNOLOGY UPGRADE VENDOR SELECTION

Information

The Fire Department is requesting Village Board approval to upgrade the technology located in the Emergency Operation Center (EOC).

The Village EOC was built and finalized in 2010. The EOC's purpose is to be used as a central information hub and command area in the case of disasters man-made or natural. Based on the nature of the EOC, its uses have evolved to host trainings, meetings, and other village events. The technology for A/V displaying, radio monitoring, signal monitoring, and interoperability features has not been updated since 2010. During the command operations for the COVID-19 epidemic of 2020-2021, it became evident that several updates were needed to address current technology and to ensure proper functioning of the EOC in cases of disasters.

Based on the needs indicated above, a team was assembled with representatives from the following divisions; Public Works, the Fire Department, Emergency Management, the Police Department, Village Hall Staff, and the Information Technology Division. These representatives met as a group to discuss and prioritize all technology updates needed for the EOC. Team members then met with vendors to determine the best course of action to implement the list of needs. Below is the recommendation of the committee.

The funding for technology updates would come from the Village CIP, (Capital Improvement Plan). Currently, the EOC technology update has $100,000 allocated to it. The Fire Department requests to make the technology updates in the 2023-2024 year(s). Based on the vendors' pricing, the CIP funding will cover the full cost of the update.

Improvements / Updates

The EOC updates would include the following:

1. Replace projector in the EOC Command Room.
2. Update Police and Fire radio monitoring capability in the EOC Command Room.
3. Add Digital antenna for TV and local news feed in the EOC Command, Breakout and Meeting Rooms.
4. Update all monitors and TVs for the EOC Command, Breakout, and Meeting Rooms.
5. Upgrade EOC Command Room audio/visual control system with multi-functional monitoring display capability.
6. Replace switching and integration hardware for the EOC Command Room.

All these updates were reviewed by the EOC Committee and determined to be necessary needs for the multiple functions that the EOC is expected to perform.

Review of Vendors

The Fire Department/Emergency Management, Information Technology, and Public Works reviewed three different vendors. Below are the cost comparisons along with the Fire Department's recommendation.

Table 1 Cost

Submittal Company	Cost Proposal (Total)
AVI	$86,569.00
ABT	$95,840.64
Advanced Communication	$115,870

AVI is the vendor being recommended based on the factors below:

1. AVI is the lowest cost and comes in more than $13,000 under the approved CIP budget.
2. AVI appears to have the best understanding of the EOC technology update.
3. A review of other public references indicates jobs are completed to high standards.
4. Customer service is local and is very responsive.
5. Address immediate needs in the EOC.

Alternatives

1. Accept vendor AVI for $86,569
2. Action at the discretion of the Village Board.

Staff Recommendation

Fire Department staff recommends the Village Board move forward with the EOC technology upgrade with AVI as the selected vendor for the $86,569, funding requested from the 2023 CIP. The project/funding will need to be carried over until fiscal year 2024 for completion.

VILLAGE OF MOUNT PROSPECT
MARKETING PLAN
2023

PREPARED BY:
Kylie Cerk
Director of Marketing
& Public Relations

DRAFT

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PART 1

Executive Summary

A marketing plan is a strategic road map used to identify, implement, and track marketing goals. The purpose of this marketing plan is to provide a framework to guide the promotional efforts of the Village of Mount Prospect through 2023-2026 and market the Village as a vibrant community destination. The role of marketing within the Village of Mount Prospect is to enhance its reputation as a great place to live and do business through effective outreach methods.

In the 2022-2023 Strategic Plan, Village leadership identified community promotion and the implementation of a marketing campaign as a top priority. Under the direction of the Director of Marketing and Public Relations, a new position hired in December 2022, and in partnership with the Village's Community Development Department, the following Village of Mount Prospect Marketing Plan was developed.

As a result of forward-thinking leadership, the Village of Mount Prospect is experiencing significant growth through the redevelopment of several key commercial corridors. The creation and implementation of a marketing plan is essential in keeping and building on this momentum. This plan is focused on customer and business attraction/retention to support economic growth, strengthen community, and improve Mount Prospect's image for all who live, work, and visit within the Village. The Marketing Plan includes an analysis of Mount Prospect's current environment, illuminates strategic priorities for the Village, and delves into a plan of action using various marketing and outreach strategies.

Market research, community input, and local demographic data were identified through the creation of the Village's Branding Plan (see page 5) in 2018-2020. The Branding Plan provides the foundation for which Village marketing efforts are to be built upon. The Marketing Plan will work alongside the Village's existing Communications Plan and Branding Plan.

Village Brand

Summary

In February 2020, the Village's Branding Plan was presented to the Village Board. The Branding Plan is an implementation component of the Village's Communications Plan. From fall 2018 throughout 2019, MECO consulting worked with Village staff to gather input from a variety of stakeholders, draft documents and finalize the Branding Plan. The plan summarizes community input and influencing factors such as local demographics and provides a description of target audiences and brand strategy recommendations that help bring the Village's brand to life.

All aspects of the Branding Plan are taken into consideration for the Village's marketing strategies.

The goal of the Branding Plan is to capture the qualities of Mount Prospect that produce positive emotional reactions; it should capture the essence of what the Village represents and is the foundation upon which marketing and outreach efforts are based.

There are four categories of tactics to be used to "bring the brand to life:"

1. Public Relations tactics help develop the brand and enhance the reputation of the Village. Communication using key messages are essential to this tactic.
2. Marketing/Outreach is, much like the term suggests, the advertising of the Village to specific target audiences.
3. Economic Development initiatives focus on implementation of programs to strengthen the Village's economic base and public/private partnerships.
4. Product Development tactics refer to the Village itself as a "product," encouraging staff to look at the Village in terms of what it's offering to the public via public spaces, events/festivals, customer service and infrastructure.

Village Brand

Key Takeaways

- Mount Prospect is a welcoming community that offers an exceptional quality of life with a forward-focused perspective for those who live, work and visit here.
- The Village is a thriving place with diverse neighborhoods, tree-lined streets and top-rated schools.
- Mount Prospect provides friendly events and gatherings, and delivers full-service retail, dining, recreation, and entertainment amenities.
- Home to Fortune 500 companies along with entrepreneurial mom-and-pop ventures, Mount Prospect's business environment is unbeatable.
- The welcome sign is out…the excitement is building…be a part of it!

Village Mission, Vision & Motto

Mission

The Village of Mount Prospect's mission is to advance our community's collective quality of life and potential through adaptive leadership and leading-edge service delivery.

Vision

A community that is thriving, proud, diverse and connected – having a rich heritage, strong values and a timeless yet contemporary atmosphere.

Motto

"Where friendliness is a way of life"

Village Summary

A mere 23 miles northwest of Downtown Chicago and minutes from O'Hare International Airport and Chicago Executive Airport, Mount Prospect is the ideal hub for both businesses and residents alike. Mount Prospect has been named "One of the Top Places to Live" by Money Magazine and "One of the Best Places to Raise Your Kids" by Bloomberg Businessweek.

Mount Prospect has several vibrant commercial corridors - from the Randhurst Corridor to the culturally rich South Mount Prospect area, to downtown, the heart of Mount Prospect. In addition to the many and varied shopping and dining options, Mount Prospect is known for its festivals and celebrations including Downtown Block Party, 56 Music Fix, Fridays on the Green and Oktoberfest. Here, everyone is welcome and made to feel like family.

Residents and visitors alike also enjoy the Village's top-rated amenities and high-performing schools. With over 100 dining establishments, over 40 beautiful parks, weekly free outdoor concerts, and farmers markets, Mount Prospect offers something for everyone to enjoy. Along with entertainment and shopping, Mount Prospect is also home to seven school districts. Prospect High School, which has a student body of over 2000, received exemplary designation by the Illinois State Board of Education in 2019 and was designated a National Blue Ribbon school in 2023. These amenities, combined with Mount Prospect's diverse housing stock, make the Village an attractive location for young professionals, seniors, and families alike.

Demographics

The Village being centrally located with less than hour commute time to Downtown Chicago, Chicago O'Hare International Airport, and Chicago Executive Airport has resulted in being a premier residential community. With a population of 56,852, a growth of 5% from 2010-2020 and outpacing the Cook County average of 1.6%, the Village is home to a diverse population ranging all ages.

Location

20 miles	40 minutes	15 minutes	20 minutes
from Downtown Chicago	**to Downtown Chicago via car/train**	**to Chicago O'Hare International Airport**	**to Chicago Executive Airport**

General Information

Population: 56,852
Population Growth: 5%
Cook County: 1.6%
(2010-2020)

Median Income: $84,353
Cook County: $67,886

Median Housing Value: $338,800
Cook County: $299,600

Unemployment: 3.5%
Cook County: 7%

Total Retail Sales: $3.2 Billion
Total Sales per Capita: $40,474
Cook County: $12,807

44% bachelor's degree or Higher

Top Employment
Industries in Mount Prospect:
1. Administration
2. Retail Trade
3. Manufacturing
4. Wholesale Trade
5. Construction

Top Employment of
Mount Prospect Residents:
1. Health Care
2. Retail Trade
3. Professional
4. Manufacturing
5. Education

Higher median income of $84,000 and unemployment at half the Cook County average of 7% has resulted in a strong local economy and translating to $3.2 billion in total retail sales.

Source: CMAP Community Data Snapshot/U.S. Census Bureau

Target Audiences

One of the first steps of any marketing strategy is identifying who you are trying to reach. Messaging needs to be altered for different groups and demographics to connect with each audience most-effectively.

Current Residents

Examples

- Seniors
- Young families
- “English as a second language” residents

Current Businesses

Examples

- Restaurants & retail
- Large corporations
- Home-based businesses
- “Mom & Pop” small businesses

Regional Visitors

Examples

- People who work in town
- People with family in town
- People visiting for shopping, dining, or entertainment

Prospective Residents

Examples

- Young professionals
- Residents of surrounding communities
- Former residents moving “back home”

Prospective Businesses & Developers

Examples

- Information technology and light industrial developers
- Businesses seeking to expand

Guiding Principles

The guiding principles broadly cover five topic areas that encompass the vision for the community. This plan aims to achieve these aspirations through marketing.

Guiding principles were identified from the Strategic, Comprehensive, and Branding Plans.

GUIDING PRINCIPLES

Represent a long-term aspiration to achieve the vision of the community and provide direction for how to market the Village.

GOALS

Identify specific targets to support the intent of the principle.

STRATEGIES

Recommended actions that support the implementation of the plan.

Guiding Principles

1 A *livable built environment with leading-edge service delivery

The infrastructure, amenities, and services provided by the Village of Mount Prospect meet the needs of present and future residents, businesses, and visitors. Marketing this principle aims to strengthen the Village's competitive identity.

References: Guiding Principle 1, page 9 of Comprehensive Plan | Key Branding Concepts – "Mount Prospect is Home," page 7 of Branding Plan | Key Branding Concepts – "Mount Prospect Works," page 7 of Branding Plan

2 Economic vitality

Location, support, and exceptional customer service make the Village of Mount Prospect an ideal place to do business. Marketing this principle aims to attract, retain, and grow Mount Prospect's business community.

References: Guiding Principle 6, page 10 of Comprehensive Plan | Key Branding Concepts – "Mount Prospect is Building Momentum," page 8 of Branding Plan | Goal 5, 2023 Strategic Plan

3 A socially vibrant community

Events and entertainment options are abundant in Mount Prospect. Marketing this principle aims to increase the quality of life of current residents, attract visitors from other communities, and draw attention to the business community.

References: Mount Prospect Brand Positioning Statement, page 5 of Branding Plan | Key Branding Concepts – "Mount Prospect Celebrates," page 7 of Branding Plan

*A "livable built environment" provides a diverse mix of uses so that residents can live close to where they work, learn or shop. It provides convenient access to community resources such as parks in the neighborhood; encourages an active and healthy lifestyle; and creates a desirable sense of place through the character of the community.

Guiding Principles

4 A diverse community with contemporary yet timeless charm

Mount Prospect is a melting pot of languages and cultures. Paired with the Village's rich history, Mount Prospect has a unique charm unlike any other community. Marketing this principle aims to create a strong sense of place and build community pride.

References: Goal 2, 2023 Strategic Plan | Key Branding Concepts – "Mount Prospect is Home," page 7 of Branding Plan

5 Focus on growth and improvement

The Village is dedicated to improving the collective quality of life in Mount Prospect. Marketing this principle aims to foster a positive, transparent, and trustworthy image of the Village.

References: Key Branding Concepts – "Mount Prospect is Building Momentum," page 8 of Branding Plan
Guiding Principle 3, page 9 of Comprehensive Plan

Numbering System

- Guiding principles are numbered 1-5 and referred to as "Guiding Principle [number]."
- Goals are numbered and referred to as "Goal [number]."
- Strategies are numbered and referred to as "Strategy [number]."
    - When referencing strategies, they are identified by the guiding principle number followed by the strategy number within that section.
    - Example: Strategy 3 under Guiding Principle 1 is referenced as Strategy 1.3.

PART 2

Mount Prospect Downtown Block Party 2023

1. A livable built environment with leading-edge service delivery

The infrastructure, amenities, and services provided by the Village of Mount Prospect meet the needs of present and future residents, businesses, and visitors. Marketing this principle aims to strengthen the Village's competitive identity.

Goal 1: Promote unique projects, initiatives, and services provided by the Village of Mount Prospect. Highlight new programs that showcase innovation and progress.
Goal 2: Better communicate amenities offered and promote community collaboration by building partnerships with other taxing bodies, Mount Prospect service providers, and non-profit organizations.
Goal 3: Effectively communicate information about why Mount Prospect is a great place to live.

Implementation Strategies	Internal or External Audience	Goals Accomplished	Needs Additional Funding
Short-Term			
1. Redesign print newsletter and e-newsletter to more effectively display information.	External	1, 2, 3	Yes
2. Form quarterly communications committee consisting of staff members from other taxing bodies and Mount Prospect service providers.	Internal	1, 2, 3	No
3. Develop signage and marketing strategies to educate the community on free parking options in the Village.	External	1, 2	Yes
4. Build relationships with realtors and property managers to promote housing opportunities.	Both	1, 2, 3	No
Long-Term			
5. Develop Community Ambassador Program to improve Village-to-resident communications.	External	1, 3	No
6. Develop informational pieces for new residents.	External	1, 3	Yes
Ongoing			
7. Continue meeting bi-weekly with internal Communications Team made up of representatives from each Village Department.	Internal	1	No
8. Continue updating and improving website pages to make information more easily accessible.	External	1	No

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9. Continue use of communications tools including social media, print and email newsletters, and Everbridge.	External	1, 2, 3	No
10. Continue hosting Citizens Civics Academy and open house events.	External	1, 3	No

Strategies in Action! Guiding Principle 1

Meets Goal 1, Strategy 8

MPCT, Mount Prospect Communications Team, was recently created and consists of staff members spanning each Department. MPCT meets every two weeks to discuss what is going on in each Department and how it can be best communicated to the public.

Meets Goal 1, Strategy 9

The Village's email newsletter was increased from bi-weekly to weekly. The increase in usage allows the Village to share time-sensitive information to a group of engaged individuals and has increased subscribers (Average net subscriber growth of 1.8 per day).

Mount Prospect Police at the Special Events Commission's 2023 Family Bike Ride

2. Economic vitality

Location, support, and exceptional customer service make the Village of Mount Prospect an ideal place to do business. Marketing this principle aims to attract, retain, and grow Mount Prospect's business community.

Goal 1: Promote Village of Mount Prospect's business-friendly brand.
Goal 2: Promote existing Mount Prospect businesses to the community.
Goal 3: Provide opportunities for collaboration, innovation, and entrepreneurism.
Goal 4: Attract new businesses and developments.

Implementation Strategies	Internal or External Audience	Goals Accomplished	Needs Additional Funding
Short-Term			
1. Relaunch Dish'n Out Mount Prospect to promote restaurants.	External	1, 2	No
2. Create standard operating procedure for ribbon cuttings.	Both	1, 2	No
3. Develop and promote policy for business promotions.	Both	1, 2, 3	No
4. Attend conferences and trade shows .	External	1, 4	Yes
5. Market available sites for sale and lease throughout the community.	External	1, 3, 4	No
6. Effectively communicate business incentives and information on relocation, expansion, and starting a business in Mount Prospect.	External	1, 3, 4	Yes
7. Develop plan for business profiles and storytelling.	External	1, 2	No
Long-Term			
8. Refresh business-focused aspect of Experience Mount Prospect brand.	External	1, 2, 4	Yes
9. Create a business support and recruitment marketing program.	External	1, 3, 4	Yes
10. Coordinate/work with Small Business Development Center.	External	1, 2, 3, 4	No
11. Relaunch initiatives of the Economic Development Commission, such as the Entrepreneurial Business Awards.	External	1, 2, 3	Yes

Continued from page 17

Ongoing			
12. Continue building Mount Prospect Entrepreneurs Initiative and partnerships with the Mount Prospect Library, Chamber of Commerce, and Downtown Merchant's Association.	Both	1, 3, 4	No
13. Continue promoting Economic Development news and updates.	External	1, 2, 4	No
14. Continue promoting interactive Restaurant Guide in new and creative ways.	External	1, 2	Yes
15. Continue conducting Business Retention Visits.	External	1, 2, 3	No

Strategies in Action! Guiding Principle 2

Meets Goal 1, Strategy 13

Economic Development related news is more frequently shared on the Village's social media. Since the time it was posted, the Village's Facebook post announcing The Prospect restaurant was the highest performing post for the following three months.

Meets Goal 3, Strategy 12

The Mount Prospect Entrepreneurs Initiative is hosting a panel discussion for the business community highlighting topics of interest that were identified in the MPEI survey.

Mr. Kimchi grand opening at Randhurst Village

3. Socially vibrant community

Events and entertainment options are abundant in Mount Prospect. Marketing this principle aims to increase the quality of life of current residents, attract visitors from other communities, and draw attention to the business community.

Goal 1: Promote community *events within the Village of Mount Prospect to a wider audience.
Goal 2: Promote **entertainment opportunities in Mount Prospect.
Goal 3: Identify opportunities to reimagine or expand existing events to serve more populations.
Goal 4: Attract new visitors to Mount Prospect to explore what the Village has to offer.

Implementation Strategies	Internal or External Audience	Goals Accomplished	Needs Additional Funding
Short-Term			
1. Promote Village events in different languages.	External	1, 4	Yes
2. Utilize strategy 1.2 to encourage organizations to share events that can be incorporated in the Experience Mount Prospect calendar and e-newsletter and Village print newsletter.	Both	1, 2, 3	No
3. Build relationships with businesses and organizations that offer entertainment options.	External	2, 4	No
Long-Term			
4. Utilize tourism bureaus including Meet Chicago Northwest, Chicago's Northshore Convention and Visitors Bureau, Choose Chicago, and Enjoy Illinois.	External	1, 3	Yes
5. Refresh and relaunch Experience Mount Prospect brand.	External	1, 2, 3	Yes
6. Work with Human Services Department to reach aging population about events targeted towards seniors.	External	1, 3	No
7. Utilize paid advertising slots to promote events, including bus shelters, billboards, online platforms, and radio	External	1, 2, 4	Yes

*For purpose of this plan, "event" refers to a large community gathering hosted by the Village of Mount Prospect, the Mount Prospect Special Events Commission, or other Mount Prospect organizations and partners.

**For purpose of this plan, "entertainment" refers to an individualized experience provided by a business. Examples: Seeing a movie, playing a golf simulation, going bowling

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Ongoing			
8. Continue hosting existing Village events.	External	4	No
9. Continue working with the Special Events Commission to assist with Mount Prospect events.	External	1, 3, 4	No
10. Continue event partnerships per the Special Events Report.	External	3, 4	No

Strategies in Action! Guiding Principle 3

Meets Goal 1, Strategy 7

Bus shelter ads and a paid Facebook/ Instagram ad were posted to promote the 2023 Celebration of Cultures event. The planning committee reported the highest attendance to date.

Meets Goal 3, Strategy 9

The Special Events Commission introduced a Halloween Decorating Contest in October 2023. The event had 50 participants, and People's Choice voting (through a post on the Village's Facebook page) had a reach of 61,964, 1,563% higher than the Village's median average.

Residents enjoying Fridays on the Green

4. Diverse community with contemporary yet timeless charm

Mount Prospect is a melting pot of languages and cultures. Paired with the Village's rich history, Mount Prospect has a unique charm unlike any other community. Marketing this principle aims to create a strong sense of place and build community pride.

Goal 1: Foster community pride among residents and businesses.
Goal 2: Promote vibrant sense of place.
Goal 3: Promote diversity of Mount Prospect.

Implementation Strategies	Internal or External Audience	Goals Accomplished	Needs Additional Funding
Short-Term			
1. Create "MP Profiles" campaign to highlight residents, businesses, and Village employees – past and present.	External	1, 2	No
2. Develop promotional items.	External	1	Yes
Long-Term			
3. Identify banner and signage opportunities for improvement.	External	1, 2, 3	Yes
4. Develop media placements telling the story of Mount Prospect.	External	1, 2, 3	Yes
5. Work with community ambassadors per strategy 1.5 to identify unique Mount Prospect facts and stories.	External	1, 2, 3	No
6. Implement strategies identified in Branding Plan.	External	1, 2	Yes
Ongoing			
7. Continue to increase use of social media platforms to tell stories, build community pride, and increase engagement.	External	1, 2, 3	No
8. Continue work on Diversity, Equity, and Inclusion practices per the Village's DEI Report.	Both	1, 2, 3	No
9. Continue partnership with Mount Prospect Historical Society to celebrate Mount Prospect's rich heritage.	External	1, 2	No

Strategies in Action! Guiding Principle 4

Meets Goal 1, Strategies 7 and 8

Good news stories are shared on the Village's social media. For example, the Village's Facebook post congratulating Prospect High School on its Blue Ribbon designation had 762 reactions, 2,077% more than the Village's median average.

Meets Goal 1, Strategy 7

In 2023, the Village included social media postings for different cultural and religious holidays, including Lunar New Year, Ramadan, and Dia de los Muertos.

Performers at the 2023 Celebration of Cultures

5. Focus on growth and improvement

The Village is dedicated to improving the collective quality of life in Mount Prospect. Marketing this principle aims to foster a positive, transparent, and trustworthy image of the Village.

Goal 1: Foster a contemporary and positive image.
Goal 2: Continue building trust and credibility with stakeholders.
Goal 3: Promote continued growth in Mount Prospect's downtown corridor.
Goal 4: Promote growth and improvements in Mount Prospect as a whole.

Implementation Strategies	Internal or External Audience	Goals Accomplished	Needs Additional Funding
Short-Term			
1. Develop media strategy for interacting with the press both locally and regionally. Include recommendation for media training to better prepare Village representatives for successful media appearances.	Internal	1, 2, 3, 4	Yes
2. Increase communication with the public on Village initiatives, including Aging in Community and Sustainability.	External	1, 2, 4 – Also accomplishes goals in Guiding Principle 1	No
Long-Term			
3. Develop branding to market downtown as mixed-use urban center. Example: 60056 or "The 56"	External	1, 3	Yes
4. Develop style guide for Village staff to communicate in a uniform fashion and increase professionalism.	Internal	1, 2	No
Ongoing			
5. Continue utilizing strategy 1.7 to make sure front-facing staff are well-informed.	Internal	1, 2	No
6. Continue working with Community Development Department to share news about new developments in Mount Prospect.	External	1, 4	No
7. Continue with increase of press releases.	External	1, 2, 3, 4	No
8. Continue working with Aging in Community Information & Communication Work Group to find the best ways to reach seniors.	Both	2, 4	No

Strategies in Action! Guiding Principle 5

Meets Goals 1 and 2, Strategy 2

A press release, e-newsletter article, website news post, print newsletter article, and social media posts were crafted to announce the Aging in Community and Sustainability Plans.

Meets Goals 1 and 4, Strategy 8

The Aging in Community Information & Communication Work Group began the process of redesigning the "Senior Hub" at Village Hall to make it more aesthetically pleasing and accessible for older adults to find information.

Staff from the Village's Human Services Department celebrating Mount Prospect's certification into the AARP Network of Age-Friendly States & Communities.

Future Opportunities

Data Center Analysis

The 2023-2024 Strategic Plan identifies opportunities for growth through the recruitment of data centers to build in Mount Prospect. Following the start of construction on the Cloud HQ Technology Center in the South Mount Prospect TIF District, Mount Prospect is in a prime position to keep building momentum.

Why should data centers choose Chicagoland?

- Location: The region's central location in the county makes it well-suited for business operations continuity and recovery for both the East and West coast markets.
- Power: $0.06-0.07 per kilowatt-hour (kWh) relatively low power rates for Tier-1 data center markets
- Climate: Second fewest number of Cooling Degree Days (CDD) among all Tier-1 data center markets, reducing operation costs
- Natural Disasters: Low risk for natural disasters compared to other Tier-1 data center markets
- Incentives: State of Illinois Data Center Investment Tax Exemptions and Credits

Why should data centers choose Mount Prospect?

- Location: Proximity to Kent Ave. ComEd Substation | New CloudHQ Substation | 15 minutes to O'Hare Airport | 40 minutes to Downtown Chicago | Located on Metra Union-Pacific Northwest Commuter Line
- Prospect & Main (Downtown) TIF
- South Mount Prospect TIF
- Cook County Class 6b Tax Incentive
- Exceptional customer service in Building Department throughout the entitlement and construction process.
- Great housing opportunities and schools for employees and their families.

Recommendations:

- Create marketing campaign for industrial sites airport, broadcast media, radio, print advertising, and online ads.
- Run targeted marketing campaign highlighting what South Mount Prospect has to offer.
- Consider advertising at O'Hare airport, broadcast media, radio, print advertising, and online ads.
- Generate buzz around Cloud HQ opening.

Related strategies: 1.8, 2.4, 2.5, 2.6, 2.8, 2.9, 4.4, 5.7

Recreation Destination Analysis

The 2023-2024 Strategic Plan identifies the opportunity to brand Mount Prospect as a recreation destination. This accomplishes three goals: supporting existing locations, attracting new locations, and drawing in visitors and potential residents seeking easy access to amenities.

The Village boasts an impressive list of high-end sports complexes and recreation centers, including:

- Nicholas Sportsplex - Ice Arena, Sports Fields and Sports Performance Facility
- Lakeshore Academy of Gymnastics
- Threshold Martial Arts
- W. Kim Tae Kwon Do Mount Prospect
- Hi-Five Sports Club Mount Prospect - sports camps, leagues and sports birthday parties
- Play Ball USA - baseball and softball training facilities
- The Golf Factory - state-of-the-art golf simulator facility
- Bowlero - hosting the Pro Bowling Association's League Bowler Certification (PBA LBC) National Championships in 2024
- Mt. Prospect Park District:
  - Art Studio at Melas Park
  - Big Surf Pool
  - Canine Commons Dog Park
  - Central Community Center
  - Friendship Park Conservatory
  - Lions Recreation Center
  - Meadows Pool
  - Mt. Prospect Golf Club
  - RecPlex
  - Veterans Memorial Bandshell
- River Trails Park District:
  - Burning Bush Community Center
  - Marvin S. Weiss Community Center
  - Rob Roy Golf Course
  - Woodland Trails Driving Range, Miniature Golf & Pool
  - The Zone

Recommendations:

- Run targeted marketing campaign highlighting Mount Prospect as a recreation destination.
- Consider sports-centric advertising and drawing attention by hosting tournaments.
- Use success stories of athletes, awards and designations, and unique offerings as hooks.
- Involve sports complexes in more events.
- Sponsor or have presence at relevant sporting events and tournaments.

Related Strategies: 1.6, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 2.9, 3.3, 3.4, 3.7, 4.4

PART 3

Summary of Existing Marketing Channels

Digital

• Website: Village of Mount Prospect, Experience Mount Prospect, Mount Prospect Block Party, Mount Prospect Police Recruitment
• Facebook: Village of Mount Prospect, Experience Mount Prospect, Mount Prospect Police Department, Mount Prospect Fire Department, Mount Prospect Human Services Department, Mount Prospect Public Works Department, Mount Prospect Block Party, Mount Prospect Entrepreneurs Initiative
• Instagram: Village of Mount Prospect, Mount Prospect Police Department
• Twitter: Village of Mount Prospect, Experience Mount Prospect, Mount Prospect Police Department, Mount Prospect Fire Department, Mount Prospect Public Works Department, Public Works Road Resurfacing
• LinkedIn
• YouTube
• Nextdoor: Village of Mount Prospect, Mount Prospect Police Department
• Everbridge: Text and email notifications for press releases, public meetings, and community alerts
• Mailchimp: Weekly e-newsletters
• MPDC Cable Channel
• mpDelivers via SeeClickFix, Citizenserve, Recycle Coach, and Emergency Management apps

Print

• Village Newsletter: 9 issues a year, mailed to every home in Mount Prospect
• Senior Buzz Newsletter: 6 issues a year, mailed/emailed to seniors who have signed up
• Event rack cards & posters: distributed throughout the community
• Streetlight banners & event banners
• Program-specific Postcards
• Weekly Journal & Topics ad: plus three special placements a year for Progress edition, Veterans edition, and Mount Prospect Block Party
• Bus shelter ads
• Press releases

Wayfinding & Infrastructure

• Wayfinding signage in downtown corridor
• Event panels on wayfinding signs located throughout downtown corridor
• Civic Events Sign
• Algonquin Road digital billboard

Per the 2020 Community Survey...

The data below shows what percentage of survey respondents get their information from which Village channels.
New Community Survey data will be available in 2024.

79% Village Newsletter

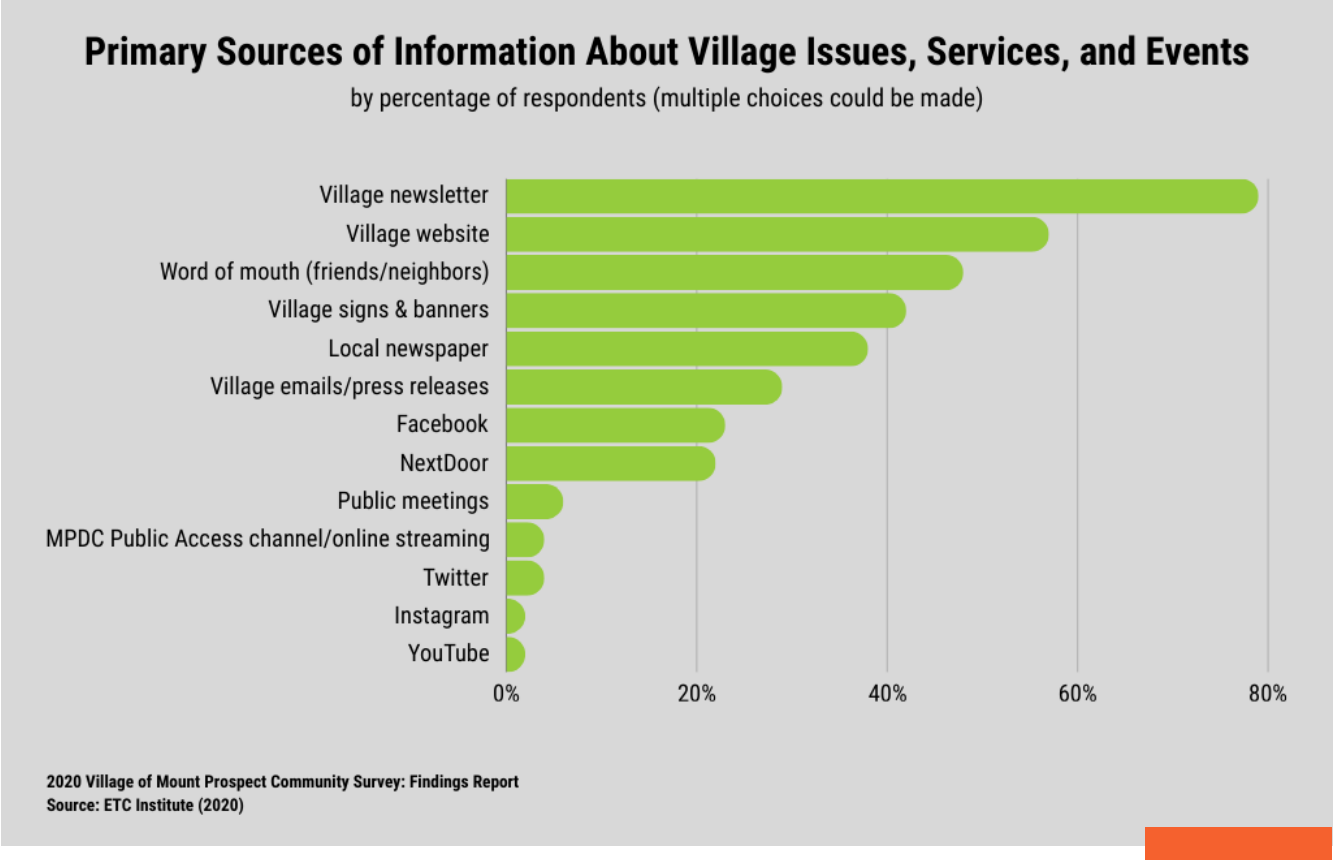
57% Village Website

48% Word of Mouth

42% Village Signs & Banners

38% Local Newspapers

29% Village Emails & Press Releases



Metrics

Examples of key performance indicators are listed below for consideration.

Primary Measurements

The effectiveness of the marketing plan could be measured as follows:

Perception Surveys:

Conduct an annual consumer survey to measure perceptions of key issues and campaign recall. As appropriate, leverage other relevant research (Community Survey, MPEI Survey, etc.).

Positive Press/Media:

Track number of positive articles and references in local and regional media.

Paid Media Reach and ROI on media investment

New business & resident recruitment

Online Initiatives:

Website
- i. Traffic
- ii. Engagement
  1. Time spent on site
  2. Entry and exit points

E-newsletters
- i. Subscription numbers
- ii. Engagement
  1. Open rates
  2. Click-through rates

Social Media
- i. Followers
- ii. Engagement
- iii. Reach

Secondary Barometers

1. Promotional response (e.g. offer redemptions, business participation)
2. Event attendance compared to years prior
3. Use of QR codes and friendly URLs
4. Print material inventory
5. Future/Other (e.g. market research software)

Budget Considerations

The numbers below are estimates for items not currently budgeted for. With direction and approval from the Village Board and Village Manager, it can be determined which items should be prioritized short-term and long-term.

For example, if the Village wanted to focus heavily on recruiting young professionals to move to Mount Prospect, Metra ads and social media would be a priority. Similarly, if the focus was on economic growth, design services, photography services, billboards, and media placements would be a priority.

Item	Cost
Print Materials	$15,000
Banners & Signage	$10,000
Design & Graphics	$10,000
Advertising: Online ads | Billboards | Metra ads | Print ads | Radio ads	$100,000
Social Media	$2,000
Print Media Placements	$7,500-$10,000
Promotional Items	$5,000
Translation Services	$200
Tourism Bureau Memberships	$100-$500
Branding Consultations	$5,000-$20,000
Photography	$2,000

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