



MEMORANDUM

TO: Scott R. Niehaus, Village Manager

FROM: William J. Heniff, AICP, Director of Community Development *WJH*

MEETING DATE: January 3, 2019

SUBJECT: **PC 18-31; 105-115 W. Maple Street, Calvary Episcopal Church/Tri-Town YMCA**

As the Village Board is aware, PC 18-31 was continued from the December 6, 2018 Board meeting to January 3, 2019 to allow staff additional time to research any parking agreements. Staff received correspondence from Calvary Church that there were no parking agreements with the Library or other entities.

Staff received an email this past week from a resident who filed a FOIA with the library. Upon their review, the Village received the attached documentation that the Library has paid for the Church's parking lot to be plowed since at least 2015. In light of this new information, staff recommends the Board continue the matter to the February 7, 2019 Board meeting so the new information can be researched in greater detail.

ACTION REQUESTED

Staff recommends the Board continue the petition to the February 7, 2019 Village Board meeting.



SNOW DIVISION LLC.
515 E. Taylor Rd.
Lombard, IL 60148

630-669-0196 (Dave)

630-330-3327 (Tom)

fax 630-495-1660

COMMERCIAL SNOW PLOW AGREEMENT

FOR:

Helen M. Plum Memorial Library
110 W. Maple St.
Lombard, IL 60148

This agreement's period of coverage: November 1, 2014 through April 1, 2015

Snow Division LLC shall provide snow and ice removal for Helen M. Plum Library, to be billed on a per event basis.

Scope of work included in service agreement:

- Labor, trucks, machines, and material for the snow removal of parking lots, drives, and walks as specified below.
- Snow plow church lot across the street (on south side) of Maple, the driveway on house to the west of the library, and the service drive on west side of library.
- Shovel and salt walkways to include the public walk at house across the street (from west side of house to east corner of library), the public walk on south side of Maple in front of commuter lot, the front entrance to the library, and the east side employee entrance to the library.
- Snow removal services will begin when snow reaches a depth of 1 inch.
- Salt services will begin when snow reaches a depth of 1 inch, or whenever an unsafe condition warrants.
- If we plow, we salt (using calcium).

Per Event Pricing:

- Shovel all walkway as listed above \$125.00
- Salt (calcium) all walkways above \$ 85.00
- Plow all lots and drives above (1"- 4") \$155.00
- Salt (calcium) lots/drives above (1"- 4") \$140.00

For each additional 2" increment, please add 35% to the per event plow price.

For each "show up" fee to open lanes (plow), please add 60% to the per event plow price.

Above salt prices are as of 9/10/2014, and can change due to supply, demand, and/or shortage. Any additional costs for salt will be billed as an extra.

All bills are payable within 30 days of the invoice date. In the event that the account is not paid within 30 days, the customer shall pay to Snow Division LLC all past due amounts, a late fee of 1.5% monthly, or \$5.00, whichever is greater, all associated collection costs, and reasonable attorney fees. In addition, if payment is not made within 45 days of the invoice date, Snow Division LLC reserves the right to discontinue all services and work until payment is made. Work shall then resume with the next snowfall after your account is paid in full. Any days missed due to work stoppage for that month shall still be invoiced at the full rate.