



Monday, June 15, 2026
Village Board Regular Meeting Agenda

PUBLIC NOTICE - in accordance with the applicable statutes of the state of Illinois and Ordinances of the Village of Wheeling, notice is hereby given that the Regular Meeting of the President and Board of Trustees will be held in the Board Room, Wheeling Village Hall, 2 Community Boulevard, Wheeling, Illinois, at 6:30 PM, during which meeting it is anticipated there will be discussion and consideration of and, if so determined, action upon the matters contained in the following agenda:

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1. **Call to Order**

 2. **Pledge of Allegiance**

 3. **Roll Call**

 4. **Approval of Minutes**
 - A. Approval of Minutes of the Regular Meeting of June 1, 2026

 5. **Changes to the Agenda**

 6. **Proclamations**

 7. **Appointments and Confirmations**

 8. **Administration of Oaths**

 9. **Citizen Concerns and Comments**

 10. **Staff Reports**

 11. **Consent Agenda**

All items listed on the Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from the general order of business and considered after all other Agenda items.

 - A. Resolution Accepting a Bid and Approving a Contract with National Power Rodding Corp. for the 2026 Sanitary Sewer Lining Project in the Amount of \$164,400
 - B. Resolution Approving a One-Year Renewal of a Previously Bid Contract with Superior Road Striping, Inc. for the FY 2026 Pavement Markings Program in an Amount Not to Exceed \$34,504.92
 - C. Ordinance Amending Chapter 9.10 "Stopping, Standing and Parking" of the Village of Wheeling Municipal Code to Institute Parking Restrictions on Larkin Drive
 - D. Resolution Authorizing an Addendum to the Professional Services Agreement with CaseWorthy, Inc. for Data Migration Services for the Social Services Division Case Management Database System in the Amount of \$10,375 for a Total Cost of \$104,206
 - E. Ordinance Approving and Adopting Amended Rules and Regulations of the Board of Fire and Police

Commissioners of the Village of Wheeling

- F. Resolution Approving and Authorizing the Village Manager to Execute an Agreement with Public Safety Testing (PST) for Pre-Employment Testing Services

12. **Old Business**

13. **New Business**

All Listed Items for Discussion and Possible Action

- A. Ordinance Amending Ordinance No. 5678, Which Granted Special Use for Final Planned Unit Development (PUD) Approval for the Forest View Mixed-Use Development (350 E. Dundee Road) [Docket No. PSU26-0002]
- B. Resolution Authorizing the Village President and Village Clerk to Execute an Agreement between the Village of Wheeling and the Chicago's North Shore Convention and Visitors Bureau Relative to the Village's Membership in the Bureau in the Amount of \$88,070.07
- C. Resolution Awarding a Restaurant, Entertainment, and Retail Build-Out Grant to Osteria Wheeling, LLC D/B/A Saranello's Restaurant at 601 N. Milwaukee Avenue for an Amount Not to Exceed \$225,000

14. **Official Communications**

15. **Approval of Bills**

- A. Approval of Bills for May 27–June 10, 2026

16. **Executive Session**

17. **Action on Executive Session Items**

18. **Adjournment**

REGULAR meetings will be televised on channels 17 and 99. If you would like to attend a Village meeting but require an auxiliary aid such as a sign language interpreter, call 847-499-9085 AT LEAST 72 HOURS PRIOR TO THE MEETING. To view the full agenda packet, visit <https://wheelingil.portal.civicclerk.com/>.



MEMORANDUM

DATE: June 15, 2026
FROM: Daniel Kaup, Deputy Village Manager/Public Works Director
SUBJECT: Resolution Accepting a Bid and Approving a Contract with National Power Rodding Corp. for the 2026 Sanitary Sewer Lining Project in the Amount of \$164,400
DOLLAR AMOUNT: 164,400
BUDGETED: Yes
BUDGET SOURCE: Sanitary Sewer Capital Improvement Funds
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Transportation & Infrastructure

EXECUTIVE SUMMARY

The 2026 Sanitary Sewer Lining Project includes installation of a cured-in-place pipeliner (CIPP) within approximately 4,842 linear feet of existing sanitary sewer pipes. This resolution approves a contract with National Power Rodding Corp. for the 2026 Sanitary Sewer Lining Project in an amount not to exceed \$164,400.

MEMO

Background:

The Sanitary Sewer Lining Project is part of an every other year activity wherein the first year inspects and makes waterproof the affected manholes, and the second year relines the adjacent pipes. The CIPP process essentially re-establishes existing sanitary sewer pipe systems as new sanitary sewers with an expected service life extension of 30 to 50 years. The proposed sewer lining material is made of a rubberized fiberglass material that is extended within a certain length of pipe, then heated and expanded, bonding the material to the pipe while in place. The result is a smooth new surface that also seals the pipe, reducing leakage and infiltration.

Discussion:

The scope of work the Village is seeking includes evaluation of existing sewer pipe condition through sewer television videotaping and subsequent cleaning, installation of the sewer lining product, and post-lining television videotaping. Locations where piping is inadequate due to deterioration or drainage problems are to be noted and repaired before the lining is installed.

On June 4, 2026, Public Works staff received and read five bids ranging in price from \$164,400 to \$245,871.58. Staff reviewed the bid proposals and determined National Power Rodding Corp. to be the lowest-cost qualified and responsible bidder meeting all contract requirements with a bid in the amount of \$164,400. National Power Rodding Corp. performed this work for the Village in 2024 and is capable of completing this project in a timely, professional manner. The televising and cleaning phase of this project will start in late June and take about two weeks to complete. The installation of the liner will take place in late July and will take approximately two weeks to complete. There will be minimal disruption to traffic during this project.

Budget:

Sanitary Sewer Capital Improvement Funds in the amount of \$180,000 have been approved for this work during FY2026.



MEMORANDUM

DATE: June 15, 2026
FROM: Daniel Kaup, Deputy Village Manager/Public Works Director
SUBJECT: Resolution Approving a One-Year Renewal of a Previously Bid Contract with Superior Road Striping, Inc. for the FY 2026 Pavement Markings Program in an Amount Not to Exceed \$34,504.92
DOLLAR AMOUNT: 34,504.92
BUDGETED: Yes
BUDGET SOURCE: Capital Improvement Plan
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Transportation & Infrastructure

EXECUTIVE SUMMARY

Pavement markings for both concrete and asphalt surfaces have been a consistent Village investment over the years to delineate crosswalks, directional arrows, stop bars, and other necessary markings on pavements. This resolution approves a one-year contract with Superior Road Striping, Inc.—previously bid through the Suburban Purchasing Cooperative’s Governing Board—for the 2026 Pavement Marking Program for an amount not to exceed of \$34,504.92.

MEMO

Background:

Each year, Public Works personnel develop a list of surface locations that require pavement markings, either to replace existing markings that have faded or to create new ones, often due to previous or planned pavement maintenance work.

Discussion:

In 2024, the Suburban Purchasing Cooperative issued a request for bids (RFB) for pavement marking services and determined Superior Road Striping, Inc. to be the lowest responsive and responsible bidder in compliance with all bid specification requirements. In May 2025 the Village Board approved the Village’s one-year participation in the Suburban Purchasing Cooperative’s contract with Superior Road Striping, which allows up to three additional one-year terms upon mutual agreement on a negotiated basis.

Superior Road Striping, Inc. specializes in pavement marking work, performed effective work on the Village’s 2025 Pavement Markings Program, and is capable of completing this project in a timely and professional manner.

The project is estimated to be done this summer and will take approximately two weeks to complete. Access to roads during the project will be minimally impacted by the work.

Budget:

Capital Improvement Plan funds in the amount of \$35,000 have been allocated for pavement markings in 2026.



MEMORANDUM

DATE: June 15, 2026
FROM: Ross Klicker, Community Development Director
SUBJECT: Ordinance Amending Chapter 9.10 "Stopping, Standing and Parking" of the Village of Wheeling Municipal Code to Institute Parking Restrictions on Larkin Drive
DOLLAR AMOUNT: n/a
BUDGETED: No
BUDGET SOURCE: n/a
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Transportation & Infrastructure

EXECUTIVE SUMMARY

The proposed ordinance prohibits parking on a portion of the east side of Larkin Drive in order to improve traffic flow on the roadway, which is frequently obstructed by semi-trailer trucks serving adjacent industrial facilities.

The Police and Community Development Departments have received complaints from motorists and nearby businesses regarding traffic flow on Larkin Drive. Semi-trailer trucks backing into the loading dock of 1110 Larkin Drive frequently result in the complete blockage of the roadway for extended periods if cars are parked on the east side of the roadway.

Staff from both departments have evaluated parking and traffic in this area and determined that a no-parking restriction on the east side of Larkin Drive, from opposite the loading dock of 1110 Larkin Drive to the north corner, will improve traffic flow by increasing their amount of unobstructed roadway. The attached ordinance adds that parking prohibition to the municipal code and directs the Public Works Department to post signage implementing the restriction.



MEMORANDUM

DATE: June 15, 2026
FROM: Yuritzi Garduno, Social Services Manager
SUBJECT: Resolution Authorizing an Addendum to the Professional Services Agreement with CaseWorthy, Inc. for Data Migration Services for the Social Services Division Case Management Database System in the Amount of \$10,375 for a Total Cost of \$104,206
DOLLAR AMOUNT: 10,375.00
BUDGETED: Yes
BUDGET SOURCE: General Fund
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Governance

EXECUTIVE SUMMARY

The Wheeling Police Department Social Services Division is currently transitioning from its previous case management database system to the new ClientTrack case management platform through CaseWorthy, Inc. To maintain continuity of records and ensure uninterrupted access to client information, a one-time fee for migration of existing case management data from the prior system into ClientTrack is required. This expense was anticipated and budgeted, but was not included as part of the original contract.

MEMO

Background:

The Social Services Division maintains confidential client records and case management information necessary to support crisis intervention, victim services, case management, older adult services, and other community-based programs. In 2025, the Village Board approved a five-year professional services agreement with CaseWorthy, Inc. to adopt its ClientTrack case management database system. As part of the Division's transition to the ClientTrack platform, historical data from the prior database system must be securely migrated into the new system to preserve operational continuity, reporting capabilities, and access to client history.

Project Scope:

Eccovia Solutions, LLC (a subsidiary of CaseWorthy, Inc.) will provide professional data migration services, including the migration of client demographic information, incidents, case records, service records, and related data into the ClientTrack platform. Migration will support continuity of operations while improving long-term data management and reporting functionality for the Division.

Cost and Implementation:

An addendum to the original agreement is necessary for a one-time professional services cost of \$10,375 for migration services. These services will be completed as part of the ongoing implementation of the ClientTrack case management system. This addendum brings the total professional services agreement cost to \$104,206.

Action Requested:

Staff respectfully requests the Village Board's acceptance of the addendum for professional data migration services in the amount of \$10,375. Approval of this agreement will support the successful transition to the new case management platform and ensure continuity of critical records and operations within the Social Services Division.



MEMORANDUM

DATE: June 15, 2026
FROM: Marisol Leyva, Assistant Village Manager/HR Director
SUBJECT: Ordinance Approving and Adopting Amended Rules and Regulations of the Board of Fire and Police Commissioners of the Village of Wheeling
DOLLAR AMOUNT: n/a
BUDGETED: No
BUDGET SOURCE: n/a
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Governance

EXECUTIVE SUMMARY

Staff requests Village Board approval of amended rules and regulations of the Board of Fire and Police Commissioners (BOFPC), which were unanimously approved by the BOFPC at its June 1 meeting. The amendments modernize the Village's entry-level police officer and firefighter recruitment process by transitioning from Village-administered testing to Public Safety Testing (PST), a centralized testing platform which broadens the candidate pool, reduces administrative costs, and positions Wheeling competitively in a challenging hiring market. A detailed summary of the amendments and a clean copy of the amended rules are attached. A resolution approving an agreement with PST immediately follows this ordinance on the July 15 regular meeting agenda.

MEMO

Background

The Board of Fire and Police Commissioners (BOFPC) unanimously approved amended rules at its June 1, 2026 meeting. The amendments are the result of a comprehensive review conducted with Police and Fire Department command staff, the Village Attorney, and Village staff to modernize the entry-level recruitment process and position Wheeling competitively in an increasingly challenging hiring environment.

Summary of Key Changes

A detailed summary of proposed amendments is attached. The changes include:

- Acceptance of validated third-party examination scores from Public Safety Testing (PST) in lieu of BOFPC-administered written exams and physical ability tests. The agreement with PST will be before the Village Board under a separate resolution.
- A new officers' pre-screening interview for Fire Department candidates, mirroring the existing police command interview process.

Fiscal Impact

The PST agreement is a per-candidate access fee model; candidates pay their own testing fees directly to PST. The Village's cost is limited to a per-candidate fee for accessing qualified candidate information. This replaces the current costs of administering, proctoring, and grading Village-run examinations. The agreement terms and fee schedule are included in the attached PST agreement.

Requested Action

Staff recommends the Board approve the amended rules and regulations of the Board of Fire and Police

Commissioners as presented.



MEMORANDUM

DATE: June 15, 2026
FROM: Marisol Leyva, Assistant Village Manager/HR Director
SUBJECT: Resolution Approving and Authorizing the Village Manager to Execute an Agreement with Public Safety Testing (PST) for Pre-Employment Testing Services
DOLLAR AMOUNT: To be determined
BUDGETED: Yes
BUDGET SOURCE: General Fund
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Governance

EXECUTIVE SUMMARY

Staff requests Village Board approval of an agreement with Public Safety Testing (PST) to provide pre-employment testing of police and fire candidates. Recent amendments to the rules of the Board of Fire and Police Commission—which are also before the Board at its June 15 regular meeting—modernize the Village’s entry-level police officer and firefighter recruitment process by transitioning from Village-administered testing to PST, a centralized testing platform which broadens the candidate pool, reduces administrative costs, and positions Wheeling competitively in a challenging hiring market.

MEMO

Background

The Board of Fire and Police Commissioners unanimously approved amended rules at its June 1, 2026 meeting. The amendments are the result of a comprehensive review conducted with Police and Fire Department command staff, the Village Attorney, and Village staff to modernize the entry-level recruitment process and position Wheeling competitively in an increasingly challenging hiring environment.

What is Public Safety testing (PST)?

Public Safety Testing is a centralized, validated testing platform used by municipalities across Illinois. Candidates complete one standardized written examination and one physical ability test through PST, then select which agencies they wish to apply to. This replaces the current model in which the Village independently administers, proctors, and grades its own examinations. The transition reduces administrative costs, broadens the candidate pool beyond those who can attend a Village-specific test date, and uses industry-recognized testing instruments.

Fiscal Impact

The PST agreement is a per-candidate access fee model, under which candidates pay their own testing fees directly to PST. The Village’s cost is limited to a per-candidate fee for accessing qualified candidate information. This replaces the current costs of administering, proctoring, and grading Village-run examinations. The agreement terms and fee schedule are included in the attached PST agreement.

Requested Action

Staff recommends the Board authorize the Village Manager to execute the agreement with Public Safety Testing.



MEMORANDUM

DATE: June 15, 2026
FROM: Ross Klicker, Community Development Director
SUBJECT: Ordinance Amending Ordinance No. 5678, Which Granted Special Use for Final Planned Unit Development (PUD) Approval for the Forest View Mixed-Use Development (350 E. Dundee Road) [Docket No. PSU26-0002]
DOLLAR AMOUNT: N/A
BUDGETED: No
BUDGET SOURCE: N/A
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Economic Development

EXECUTIVE SUMMARY

Petitioner Forest View, LLC seeks an amendment to Ordinance No. 5678 which granted special use for Final Planned Unit Development (PUD) approval of the Forest View mixed-use development at 350 E. Dundee Road. The requested amendment modifies select components of the PUD, including building elevations, lighting, and residential unit layouts. Pursuant to the Village Code, changes to an approved special use involving modifications to the site plan require an amendment to the original approval. This process ensures that the revised plan continues to comply with the applicable approval standards and remains compatible with surrounding properties. The amendment also provides the Village with the opportunity to evaluate the updated site design in conjunction with the special use and confirm the proposed improvements are consistent with the intent of the original approval.

MEMO

The petitioner is requesting amendments to the approved Final PUD for the Forest View mixed-use development at 350 E. Dundee Road. In summary, the PUD changes include the following:

- A design update to the previously approved metal awnings to reduce maintenance concerns, which also results in a change to the previous recessed canopy lighting, with rope lighting embedded within the storefront façades (to provide additional lighting at the ground-floor commercial-unit spaces).
- Increasing parking lot light pole heights from 23 feet to 30 feet to match existing site conditions and provide uniform light pole heights throughout the PUD.
- Refinement of the residential floor plans (Floors 2 through 4), which also increases the minimum dwelling unit size from 567 square feet to 583 square feet.
- Updating the number of dwelling units below the R-4 minimum dwelling unit size from seven to ten units.
- Modifying the fourth-floor rooftop deck areas to include larger outdoor spaces and privacy divider walls.

As these revisions modify components of the previously approved PUD zoning relief and site design, an amendment to Ordinance No. 5678 is required.

Plan Commission Recommendation

At the May 13, 2026, Plan Commission hearing, Commissioner Myer moved, seconded by Commissioner Smart, to recommend approval of Docket No. PSU26-0002, granting an amendment to Ordinance No. 2024-5678, which granted special use for Final Planned Unit Development (PUD) approval for the Forest View mixed-use development located at 350 E. Dundee Road, as required under Title 19, Zoning, of the Wheeling Municipal Code,

- and associated sections, and in accordance with the exhibits listed below and subject to the following conditions:
1. Construction shall be in substantial compliance with the Detail Sheet, Elevations, Floor Plans and Lighting Plans last revised 4/21/2026, as well as the plans and documents of the Final PUD approved under Ordinance No. 2024-5678 not expressly modified and/or replaced by this Docket No. PSU26-0002.
 2. All required Wheeling construction permits shall be obtained prior to commencement of any work.

There being seven affirmative votes, the motion was approved.

After publication of the Plan Commission agenda, the petitioner submitted revised floor plans to correct an error in the total number of dwelling units and their associated sizes. The corrected dwelling unit number and sizes were presented at the Plan Commission hearing and the corrected plans have been incorporated into the attached Ordinance.

Community Development Director's Review and Recommendation

I concur with the findings of fact and recommendation provided by the Plan Commission. An ordinance is attached for the Board's consideration to reflect the Commission's recommendation to grant an amendment to Ordinance No. 2024-5678, which granted special use for Final Planned Unit Development (PUD) approval for the Forest View Mixed-Use Development, subject to conditions.

Attachments

Ordinance – Special Use Approval [Docket No. PSU26-0009]

Exhibits:

- Project Description letter prepared by Shapiro & Associates dated 3/18/2023
- PUD Departures List received by the Village on 7/11/2024
- Proposed Overall Site Plan prepared by Forza Design & Consulting, Inc. last revised 7/31/2024
- Color Elevations by Forza Design & Consulting, Inc. last revised 7/1/2024
- Final Plat of Subdivision prepared by Norman J. Toberman & Associates, LLC last revised 7/29/2024
- Detail Sheet A305 prepared by JSM Architect, last revised 4/21/2026
- Engineering Plans prepared by Norman J. Toberman & Associates LLC last revised 7/31/2024
- Floor Plans prepared by JSM Architect, last revised 5/7/2026
- Landscape Plans prepared by Forza Design & Consulting, Inc. last revised 7/1/2024
- UNILOCK Paver Specifications
- Irrigation Plan prepared by Reinders dated 3/10/2024
- Trash Enclosure Detail prepared by Forza Design & Consulting, Inc. last revised 7/10/2024
- Lighting Plan by PG Enlighten dated last revised 4/21/2026
- Emergency Parking Plan (Staff)
- Parking Plan prepared by Forza Design & Consulting, Inc. last revised 7/1/2024
- Bike Rack Specification Sheet
- Three Rivers Gold Slate Specification Sheet
- New Tech Wood Composite Paneling Specification Sheet
- Stormwater Report prepared by Norman J. Toberman & Associates LLC dated 6/6/2024
- Traffic Study prepared by Toberman & Associates dated 6/6/2024
- Opinion of Probable Cost for Landscape Improvements dated 7/8/2024
- Engineer's Opinion of Probable Cost prepared by Norman J. Toberman & Associates LLC dated 6/6/2024
- Petitioner's Project Description Letter prepared by Dennis Stratievsky, dated 4/23/2026
- Elevations prepared by JSM Architect, last revised 4/21/2026
- Outdoor Lighting Rendering

PC Staff Report

Report Attachments (staff)

Findings of Fact (Draft)

Certificate of Publication



MEMORANDUM

DATE: June 15, 2026
FROM: Leonard Becker, Economic Development Director
SUBJECT: Resolution Authorizing the Village President and Village Clerk to Execute an Agreement between the Village of Wheeling and the Chicago's North Shore Convention and Visitors Bureau Relative to the Village's Membership in the Bureau in the Amount of \$88,070.07
DOLLAR AMOUNT: \$88,070.07
BUDGETED: Yes
BUDGET SOURCE: General Fund
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Economic Development

EXECUTIVE SUMMARY

The Village has been a member of Chicago's North Shore Convention and Visitors Bureau (CNSCVB) since 2015, with the current agreement expiring on June 30, 2026. If approved, the attached agreement would continue the Village's membership for one year. The membership requires a Village contribution of \$88,070.07, which is paid with hotel-motel tax monies through the Village's general fund.

MEMO

The primary mission of the Chicago's North Shore Convention and Visitors Bureau (CNSCVB) is to promote hotels, restaurants, businesses, and visitor attractions in its 10 member communities by conducting outreach to tour groups, convention representatives, event planners, and individuals who plan to visit the area, with the ultimate goal of increasing tax revenues and stimulating economic growth. As part of its programming, the CNSCVB utilizes trade shows, direct sales calls, sales missions, printed collateral, print advertising, e-mail campaigns, interactive websites, online advertising, social media networking, familiarization trips, site inspections, and public relations. The CNSCVB has consistently helped bring large travel groups to Wheeling.

As the Village of Wheeling collects revenue through a hotel-motel tax, Illinois law requires that the proceeds be used strictly to promote tourism, conventions, and special events to attract non-residents. A municipality can fulfill this tourism promotion requirement by funding its own municipal tourism department, hosting local community events, or contracting out marketing efforts. Joining an existing CVB is the most common and best use of these resources.

The CNSCVB has assisted the Village by cross-promoting the Village's choosewheeling.com and dineinwheeling.com websites, targeting social media advertisements to residents in specific geographic areas via the CNSCVB Facebook page, Instagram, LinkedIn, and others. The CNSCVB continuously promotes new and emerging businesses in Wheeling, and these marketing efforts have assisted many Wheeling businesses and augmented Village efforts.

The cost structure of the Village's annual membership fee payment to the Bureau is calculated in two parts: 1) a formula that considers the annual gross hotel rental revenue, which equates to a final cost of \$72,995.07, and 2) a charge of \$25 per hotel room (\$25 x 603 hotel rooms, or \$15,075). The attached agreement for \$88,070.07 reflects the total cost.

In order for the Westin Chicago North Shore hotel, or any Wheeling business, to work with the CNSCVB and obtain vitally important leads, the Village must enroll as a municipal member, certify the CNSCVB as its Bureau of Record with the Illinois Office of Tourism, and pay the annual membership and hotel dues. Since the Westin is the largest hotel based on the number of rooms within the CNSCVB's member communities, it is prudent to sustain the sales leads that are generated from the CNSCVB to the Westin and other hospitality businesses. Maintaining this membership also facilitates the promotion of Wheeling's hospitality businesses in the region.

Additionally, the continuation of Wheeling's membership within the CNSCVB advances several of the Village's strategic objectives, which include maintaining and growing sources of tax revenue and promoting the vitality of Wheeling's hospitality industry, along the Milwaukee Avenue corridor and throughout the Village.



MEMORANDUM

DATE: June 15, 2026
FROM: Leonard Becker, Economic Development Director
SUBJECT: Resolution Awarding a Restaurant, Entertainment, and Retail Build-Out Grant to Osteria Wheeling, LLC D/B/A Saranello's Restaurant at 601 N. Milwaukee Avenue for an Amount Not to Exceed \$225,000

DOLLAR AMOUNT: \$225,000
BUDGETED: Yes
BUDGET SOURCE: North Milwaukee TIF District
RECOMMENDED ACTION: Approve
STRATEGIC PLAN THEME: Economic Development

EXECUTIVE SUMMARY

Saranello's Restaurant has submitted an application for the Wheeling Restaurant, Entertainment, and Retail Build-Out Grant (Program C) seeking assistance for interior building renovations and upgrades. The property is in the North Milwaukee Avenue Tax Increment Financing (TIF) District, and the applicant exceeds the program's minimum eligibility requirements, including facility size, guest capacity, and food and beverage tax generation. Under Program C, eligible businesses may receive assistance of up to \$225,000, or reimbursement of 50% of eligible material costs and 25% of eligible labor costs, whichever amount is less. The requested grant amount is not to exceed \$225,000.

MEMO

Background

The property at 601 N. Milwaukee Avenue is home to Saranello's, a 7,826-square-foot full-service restaurant, private event venue, and banquet facility located within the Westin Chicago North Shore hotel. Operated by Lettuce Entertain You Restaurants, a nationally recognized hospitality group, Saranello's opened in July 2011 and serves as the anchor restaurant for the hotel.

Over the past fifteen years, Saranello's has established itself as one of Wheeling's premier dining and event destinations, serving Wheeling residents, hotel guests, corporate clients, and visitors from throughout the Chicago region. The restaurant benefits from its strategic location near major employers, corporate campuses, regional hotels, sports and recreation facilities, and the broader North Shore residential market. A key differentiator between Saranello's and competing establishments is its ability to accommodate private events and banquets, ranging from intimate gatherings of 20 guests to larger functions of up to 250 attendees.

Since opening, Saranello's has consistently provided high-quality dining experiences while actively participating in community events and engagement initiatives. The restaurant has played an important role in strengthening the Village's reputation as a regional destination for dining, meetings, conferences, weddings, and special events, while generating significant food and beverage tax revenue and supporting local economic activity. As part of its long-term commitment to Wheeling and the hotel, Saranello's management has been working with Village staff for the past two years to evaluate opportunities for reinvestment in the facility and to determine eligibility for assistance through the Village's Restaurant, Entertainment, and Retail Build-Out Grant Program. Concurrent with planned guest room renovations at the adjoining Westin Chicago North Shore Hotel this year, Saranello's is preparing to undertake a comprehensive two-phase renovation

of its event and banquet facilities.

Grant Request

The proposed improvements represent the first major renovation to the event spaces since the restaurant opened in 2011. The renovations are intended to modernize the facility, enhance the guest experience, and ensure the venue remains competitive in attracting corporate meetings, weddings, social events, and other private functions. Planned improvements are expected to increase booking potential, improve operational efficiency, optimize natural lighting, enhance technology and digital infrastructure, and improve acoustics and sound mitigation throughout the event spaces.

Phase One, which is expected to commence during the summer of 2026, focuses on renovations to the two-story Grand Salon ballroom. Improvements include replacement of flooring, ceiling panels, and acoustic treatments; electrical upgrades; and the addition of decorative elements. The renovation is intended to modernize the space, improve functionality, and create a visually distinctive environment that appeals to contemporary event planners and guests. The estimated cost of Phase One improvements is \$170,350.

Phase Two, expected to begin in late 2026, includes renovations to the second-floor private event and bar areas. This phase is designed to provide greater flexibility for a wider variety of corporate and social events. Planned enhancements include reconfiguration of the bar area to increase seating capacity, upgrades to bridal and groom suites, and improvements to circulation and connectivity between the restaurant and hotel event facilities. The estimated cost of Phase Two improvements is \$597,254. Combined, the two phases represent a total private investment of \$767,604. Details of the proposed improvements are attached for reference.

The property is located within the North Milwaukee Avenue Tax Increment Financing (TIF) District, and the applicant qualifies for assistance under Program C – Anchor Restaurant, Entertainment, and Retail Grant Program. Saranello's exceeds the program's minimum eligibility requirements, including facility size, guest capacity, and food and beverage tax generation. Under Program C, eligible businesses may receive assistance of up to \$225,000, or reimbursement of 50% of eligible material costs and 25% of eligible labor costs, whichever amount is less.

Based on staff's review of the application and supporting documentation, the proposed project meets all eligibility requirements established under Program C. Given the total project cost of \$767,604, the applicant qualifies for the program's maximum grant award of \$225,000, which is the amount being requested.