ELKGROVE BUSINESS September 2022 Control of the co

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Registration for 2022 Manufacturing and Technology Expo Now Open!



The Made in Elk Grove Technology Expo is back once again! The Expo is a great opportunity for Elk Grove-based manufacturers and the local manufacturing community to build new partnerships with local suppliers, gain insight into the latest manufacturing, meet new suppliers in precision machining, plastics, metal, electronics, industrial services, and more, and to connect with the region's top manufacturing experts.

The Expo is open to all Elk Grove-based manufacturers who are looking to connect with local suppliers and vendors, build great relationships, and ultimately capture new leads. Before the Expo begins, exhibitors are invited to an exclusive luncheon for a special business awards ceremony.

The 2022 Made in Elk Grove Technology Expo will be held on Monday, October 17, from 1 - 4:30 p.m. at Elk Grove High School (500 W. Elk Grove Boulevard).

Register to attend for free by visiting <u>madeinelkgroveexpo.com/attendee-registration</u>.

Interesting in exhibiting? Please contact jgrodzin@elkgrove.org.

After 50 Years, Nothing is the Same at CARR Except the Name

As CARR Machine and Tool celebrates its 50th year in business, President Jim Carr comfortably admits nothing in the company looks the same as it was when his father opened it in December of 1972. No color-coded binders filled with reams of paper. A brand new state-of-the-art facility. And no limit to what the future holds.

CARR provides low volume, high mix and high quality Computer Numerical Control (CNC) solutions for a variety of industries, including aerospace, defense, semiconductor, and medical. To align itself, its people, technology, and communication to match the industries it serves, CARR recently earned AS9100D certification. The accreditation tells aerospace manufacturers that Carr has the expertise and processes in place to identify risk, counterfeit, maintain a high level of quality control, traceability, and a lot more.

Hear How the Greater O'Hare Area Industrial Real Estate Market is Poised for the Second Half of 2022

LISTEN NOW >

The Village's Strictly Business Podcast is the official podcast of the nation's largest industrial park. Hosted by Josh Grodzin, the podcast shares news and information about the Village's diverse business community, highlighting the people and companies that make, invest and live in Elk Grove Village.

EP 55: Mid-Year Industrial Real Estate Review with Craig Hurvitz

Over the past 18 months, everything about Chicago's industrial market

has been unprecedented. Demand for all sizes and ages of buildings has reached record highs, even as recession looms ahead. What does that mean for landlords and tenants looking for a new building? The market is as tight as it's ever been, so it's best to know what spaces are on the market, when they're available, and how to move quickly.

Josh Grodzin recently sat down with Craig Hurvitz, Vice President of Market Research at Colliers during Episode 55 of the Strictly Business Podcast for a mid-year industrial real estate review.

The conversation touches on the following topics:

- How is Elk Grove Village positioned to weather an economic recession?
- How did the pandemic impact the demand for warehouse space?
- What does the current industrial real estate market mean for landlords and tenants in the Greater O'Hare area?

Listen to Episode 55 of the Strictly Business Podcast now by visiting egybizhub.com/strictly-business-podcast/ep-55-mid-year-industrial-real-estate-review.



Showcase Your Business with a Visit from the Village

Elk Grove Village Trustees and staff are continuing Business Ambassador Visits! We make it easy to connect with the Village leadership by coming to your location for an introduction and tour. Pick a time that works for you, and together, we will discover new ways to support your business and help your team thrive!

To schedule your visit, contact Josh Grodzin, Director of Business Development and Marketing at 847-357-4005 or at jgrodzin@elkgrove.org. ■



Elk Grove BUSINESS MATTERS www.elkgrove.org

After 50 Years, Nothing is the Same at CARR Except the Name

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Jim Carr has grown the company very intentionally since becoming President and sole shareholder in 2004 as part of his father's succession plan. Having worked at CARR for 41 years now, the company is all he has ever known. He learned the family trade by taking classes at the Technology and Manufacturing Association (TMA), where he landed a machinist apprenticeship and started at CARR on the shop floor in the early 1980s.

He has personally seen the industry evolve with the introduction of CNC machining in the mid to late 80s and in a managerial role in the 90s. Since then, Carr grew to serve on the TMA Board of Directors, eventually becoming its Chairman.

"I learned this business from the back door to the front door," Carr said.

After suffering through the gut-wrenching 2008 recession, Carr leaned on his TMA relationships to learn about marketing and networking. His goal, he said, was to make sure the next recession wasn't as painful.

In spite of the whispers of another global recession, CARR is on track for a record year, building on the company's 600% growth over the past decade. Earlier this year, CARR moved into a new 15,000 square foot high-tech facility in the Elk Grove Village industrial park, the largest in the nation and recently named the #1 Ranked Business Park in the United States. The first-class aerospace machine shop is three times the size of its previous location on Jarvis Avenue.

With a young and passionate staff of only 12 craftsmen and a challenging (to say the least) labor market, CARR has to be as efficient as possible in order to maximize its revenue. Earlier this year, CARR implemented a new Doosan DVF5000 5-Axis
Machining
Center to
produce complex
parts with
precision from a
single setup while
also leveraging
automation.
In fact, "lights



out" machining hours (the holy grail of automation) have increased eightfold from Q1 to Q2. All the while, set-up hours are actually down 38% during the same time period.

As passionate as Carr is about manufacturing, marketing, and networking, he is just as passionate about sharing his experience to help others in the industry. In 2005, he and Jason Zenger (Zengers Industrial) launched the Making Chips podcast, now the number one manufacturing podcast in the world.

For the past four years, CARR has been an EOS company, implementing Traction, an entrepreneurial operating system created by Gino Wickman. The structure positioned CARR to find its "three uniques": in this case, People, Technology, and Communication. It's this framework that also brings the company's core values to the forefront and helps put the right people in the right seat inside the growing manufacturing company. It has also forced Carr, himself, to focus on the company's succession plan, as he prepares his son, Ryan, to lead the business in the future.

To learn more about CARR Machine and Tool, visit carrmachine.com.

Elk Grove Village Business Park Ranked #1 in the U.S.

Business Facilities Magazine, a leading publication servicing the site selection marketplace, has named the Elk Grove Village Business Park the #1 Business Park in the United States.

Over 70,000 employees come to work in the Elk Grove Business Park every day. It is home to over 63 million square feet of industrial space and over 3,600 businesses, including over 700 manufacturers. The Elk Grove Village Business Park has access to O'Hare Airport, interstates and highways, as well as access to over 20 miles of railroad.

The 18th Annual Business Facilities Rankings Report takes into consideration size, growth, potential, recent expansions, and unique assets among other weighted categories. This ranking comes right on the heels of the Village earning the "Municipality of the Year" distinction from Real Estate Journals Magazine. ■



Overnight Parking Reminder

As a reminder, parking is prohibited on all Village streets between 2 and 5 a.m. This overnight parking restriction assists the Police Department in overnight street patrols, helps prevent the storage/abandonment of vehicles on public streets, and allows for safe and effective street cleaning.

If you have a temporary need to park your vehicle on the street overnight, you may request overnight parking permission online at elikgrove.org/OvernightParking or over the phone by calling the Police Information Center at 847-357-4100.

Meet Your Elk Grove Economic Development Point-Person!



Josh Grodzin, CEcD

Director Business Development and Marketing

With over 20 years of experience in economic development, Josh Grodzin is Elk Grove's leader of business development and marketing. He works side-by-side with businesses looking to expand in, or relocate to, the Village.

Contact Josh at 847-357-4005 or <u>igrodzin@elkgrove.org</u>.

Upcoming GOA Events

Harper@Work - Celebrating Alumni in the Workplace September 28, 7:30 - 9:00 a.m.

Chandler's Chophouse & Banquets

Please join us for the Harper@Work breakfast with GOA Regional Business Association! The Harper@Work Alumni Corporate Recognition Program recognizes Harper College alumni who are employed by the GOA member companies and celebrates the employers who have hired Harper alumni or who are Harper alumni business owners. Enjoy breakfast and recognition for participating businesses and giveaways for alumni. This is a free event, but registration is required. To register, visit harpercollege.edu/alumni. Please call 847-925-6701 or email alumni@harpercollege.edu with questions or for more information.

Business After Hours September 29, 5 - 7:00 p.m.

Church Street Brewing Company

Join us for some relaxed networking with fellow members and guests. Make new connections while enjoying complimentary food & drinks. Appetizers and beverages provided by host. Advance reservations are appreciated. Bring plenty of business cards for GOA's very own Business Card Blitz.



For more information on the GOA and upcoming events, visit thegoa.com.

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ELK GROVE September 2022 EIR Grove VILLAGE VILLAGE

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- Cook County Awards \$125,000 Grant for Oakton Street Bike Path

Elk Grove Village Delivers Economic Relief to Residents in Form of \$200 Gift Card

Elk Grove Village residents will be the recipients of \$200 pre-paid gift cards that they can redeem to offset the increased prices for food, gasoline, and other staples, thanks to a \$3 million residential economic relief initiative by the Village.

The Village mailed \$200 gift cards redeemable at gas stations, grocery stores, and general retailers to over 14,000 Elk Grove Village households. The cards will provide some small level of relief to residents who may have been experiencing economic challenges due to this summer's soaring gas prices and inflation.

Residents will receive two letters —a letter from the Mayor & Board of Trustees explaining the relief initiative and a letter with the pre-paid card with instructions to activate it. The Village also posted an FAQ on its website (www.elkgrove.org/giftcard) to provide further instructions to residents about how to utilize the cards. The Village

contracted with a third-party rebate card vendor to assist with the distribution of the cards.

When announcing the initiative at the September 13 Village Board meeting, Mayor Johnson thanked the Board of Trustees for authorizing the relief program and also urged residents to spend the relief money locally so that Elk Grove businesses can benefit.

This is not the first time the Village has delivered economic relief during challenging times. The Village provided a \$200 water bill credit to each Elk Grove household two separate times during the COVID-19 pandemic.

With the two water bill relief initiatives and the current residential economic relief initiative, the Village has provided over \$8.9 million in direct economic assistance to the Elk Grove community over the last two years.



Migrants Arrive in Elk Grove Village from Texas

On Saturday, September 10, a busload carrying approximately 90 migrants who entered the United States at the Texas border arrived in Elk Grove Village. The Village was informed of this by State of Illinois officials the day before. Upon hearing of the arrival of the Venezuelan migrants, Village officials worked closely with federal and state agencies to gain a better understanding of the situation.

Message from the Board

Oktoberfest and Hometown Parade

We are thrilled to have hosted another successful Oktoberfest and Hometown Parade! Thank you to all of our volunteers who helped make these annual traditions possible. We look forward to celebrating once again next year.

Holiday Tree Lighting Ceremony

While our fall and summer events have come to an end, it's not too early to make plans for the annual tree lighting ceremony!

Held on Friday, November 25 at 4 p.m., the tree lighting ceremony will include a holiday concert featuring New Colony Six. The concert will be followed by Mayor Johnson throwing the switch to light up over 250,000 lights around the town center. Don't miss this family-friendly holiday event!

Cop on a Rooftop Fundraiser

Last month, the Elk Grove Village Police Department participated in "Cop on a Rooftop" - a fundraiser aimed to support the Special Olympics

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The Village Hall is open 8:30 a.m. to 5:00 p.m. Monday through Friday for payment of water bills, local fines and general Village information. In addition, the Finance and the Community Development counters are open on the first Saturday of the month of May through August from 9:00 a.m. to noon.

Village Board meetings are generally held on the second and fourth Tuesday of the month at 7:00 p.m.

of Illinois. We would like to thank all who participated and donated to the cause. Together, we raised over \$3,700 for the Special Olympics.

National Overdose Awareness Day Event

On August 31, the Kenneth Young Center hosted an International Overdose Awareness Day event, which featured an evening of remembrance, speakers, resources, and community connection to honor those who we have lost due to overdose.

At the event, the Elk Grove Village Police Department was presented with an award for recognizing support for overdose awareness. To date, the Elk Grove Village Cares program has made 115 connections and has saved 27 lives through the use of Narcan by EGVPD officers.

Fall Leaf Collection Schedule

This fall, we are pleased to announce new changes to the fall leaf collection program, which will now feature weekly collection dates. For more details and a section map, please see page 9.



Pictured in front row from left to right are Trustee Tammy Miller, Mayor Craig Johnson, and Trustee Christine Prochno. Pictured in the second row from left to right are Trustee Jeffrey Franke, Trustee Stephen Schmidt, Trustee Samuel Lissner, and Trustee Patton Feichter.

Coffee with the Mayor & Board

Our next Coffee with the Mayor & Board will take place on Saturday, November 5, from 9 - 11 a.m. at Village Hall.

Upcoming Community Blood Drive

Save the date for the next community blood drive at Village Hall on Saturday, November 12, from 8 a.m. to 1 p.m. More information will be announced in the next issue of the Villager.

Contact Us Any Time!

Residents are always invited to share thoughts, concerns, or questions by clicking "Contact Us" on the Village website (www.elkgrove.org). ■

Be Aware & Park with Care

Please remember to be courteous by keeping sidewalks and crosswalks open when parking your vehicle.

Maintaining access to sidewalks and crosswalks throughout our community provides safety and mobility to pedestrians, strollers, bicyclists, and people who rely on wheelchairs or motorized vehicles to get around.

Always remember to be aware and park with care! ■

Town Hall Meeting - October 13, 2022

Town Hall Meeting
October 13 7:00 p.m.
901 Wellington Ave.

Residents are invited to a Town Hall Meeting on Wednesday, October 13, at 7:00 p.m. to discuss various matters of interest to the public.

This is an opportunity for community members to ask questions about what is happening in the Village. The Mayor and Board will first take questions asked by those attending in-person, followed by questions submitted in advance online at elkgrove.org/ townhall.

The meeting will take place at Village Hall in the Council Chambers and will be streamed live on egtv.viebit.com. For more information, please visit elkgrove.org/townhall.

Village Seeks Partner to "Re-imagine and Redevelop" Elk Grove Woods Plaza Shopping Center

Earlier this month, the Village issued a request for proposals (RFP) seeking a development partner to transform the aging Elk Grove Woods Plaza shopping center into a vibrant, mixed-use development that will serve as a gateway to the community. The Village has purchased parcels at the 60 year-old shopping mall late last year so that it could drive its vision for reinventing the property into a high-end residential and commercial development that will provide new, attractive housing options within the community.

"The vision we have for this gateway project represents the best opportunity we've had in decades to create a development that provides modern housing and commercial options for current and future Elk Grove Village residents and businesses," said Mayor Craig Johnson. "We are looking forward to this process because it is the next step in forwarding our vision to create a gateway into Elk Grove Village that really represents who we are as a community."

The RFP outlines a detailed proposal submission process. Residents will have an opportunity to weigh in on the top proposals at an open house event tentatively scheduled for November 9. Village officials will evaluate resident input and conduct final interviews with bidders with the goal of identifying a qualified bidder no later than January 2023.

The RFP also calls for submissions to be "creative, innovative, and to provide architecturally significant solutions for this redevelopment opportunity." Officials said they expect the winning developers to be ready to begin construction no later than in the spring of 2024.

The full request for proposals can be viewed online at <u>elkgrove.org/bids</u>.

Migrants Arrive in Elk Grove Village from Texas

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After speaking with federal and state agencies, the Village learned that the migrants from Venezuela have been granted legal status and have received health screenings and background checks prior to arrival in Elk Grove Village.

During the September 13 Village Board meeting, Mayor Johnson recounted how the Village was notified of the situation and, while the Village has no official role, Mayor Johnson ensured that the migrants will be welcomed into the community. "This Village takes pride in welcoming and working with every person," stated Mayor Craig Johnson. "These migrants have a right to be treated with dignity. We care about them as we care about everyone else who comes to this Village".

The Village has received a significant number of inquiries from community members and groups regarding relief efforts and donations to assist the migrants. Those who are interested in providing assistance, whether in the form of employment, resources, or donations, should contact the Village's Social Services Division at 847-357-4120 to learn how to become involved.

The Village will continue to keep the community informed as the situation progresses.

Fall Large Branch Collection



The Village appreciates residents' efforts to maintain their property and recognizes that disposing of tree debris from cleanup activities may be difficult. Therefore, the Public Works Department has implemented a Large Branch Collection Program to assist residents. The Large Branch Collection Program occurs every fall and spring.

The Fall 2022 large branch collection weeks are: Residences east of IL Route 53: September 26 - September 30 Residences west of IL Route 53: October 3 - October 7

Important Large Branch Collection Program Rules:

- Large branches 3 1/2 to 8 inches in diameter from trees and bushes (except evergreens) are eligible for pickup (not bundled with twine).
- Residents MUST contact the Public Works Department to get their addresses listed for pickup by either calling Public Works at 847-734-8800 Monday through Friday between 8 a.m. and 4:30 p.m., or by creating an online service request by visiting elkgrove.org/branchcollection. Requests must be received no later than Friday by 4:30 p.m. the week prior.
- Branches must be stacked in the parkway with cut ends pointing towards the curb.
- Branches should be placed in the parkway no sooner than the weekend before the designated pickup week.
- The following items are NOT part of the collection program: logs, lumber, paneling, stumps, and evergreens. Please contact Groot at 847-734-6400 for guidelines regarding the disposal of these items.

Homeowners are reminded that the Groot Yard Waste Program includes the removal of bagged yard waste from April 1 through December 15. Branches must be bundled with biodegradable twine or string. Branches up to 3 1/2 inches in diameter and no more than 4 feet in length or over 50 pounds in weight will be picked up by Groot free of charge. Please note that using yard waste bags requires the purchase of a yard waste sticker.

Fire Hydrant Painting in Progress

After several years of touch up painting and over-coating fire hydrants, the Village will be removing layers of paint down to bare metal, priming, and re-painting all Village-owned fire hydrants. Contracted crews began work mid-September and will continue to work in the area generally bounded by Plum Grove Rd., Meacham Rd., and Biesterfield Rd.

Don't be concerned if you see a white fire hydrant! The hydrants will temporarily be white after the primer is applied. After the selected fire hydrants have been prepared and primed, the contractor will paint them the traditional red color. By late fall, expect many of the fire hydrants in that area to look improved.

For more information, call the Public Works Department at 847-734-8800.







Fall Leaf Collection

This fall, the Village is pleased to announce an expanded leaf collection program, offering additional pickup dates for each leaf section. The primary objective of expanding the program is to increase the level of leaf collection services for Village residents.

The Public Works Department will offer residents weekly disposal of their fall leaves over the course of nine weeks, beginning Monday, October 3 and concluding Friday, December 2. See below for a section map and corresponding collection schedule.

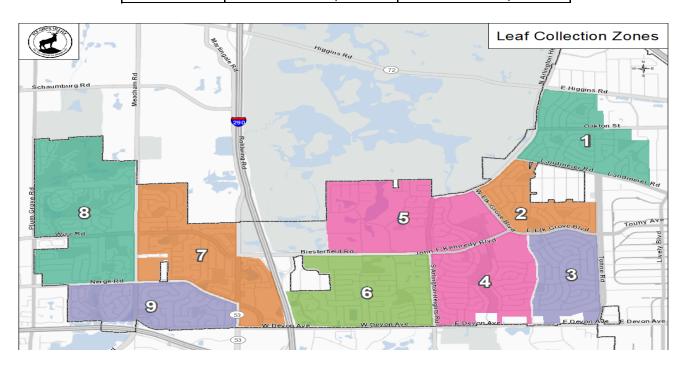
Important Program Rules:

- Leaves should be raked into the street after 3:00 p.m. the day before collection and before 7:00 a.m. the day of collection.
- Only rake leaves into the street. Grass, branches, and other yard waste are NOT permitted and will damage Village equipment.
- Place leaves in a continuous row on the pavement approximately 2 feet from the curb.
- Do not place leaves on state or county roadways, nor on the following Village streets: Tonne Road, Elk Grove Boulevard, Rev. Morrison Boulevard, J.F.

- Kennedy Boulevard, Biesterfield Road, and Wise Road. Residents along these streets are asked to place leaves in the parkway. In the event of rain, you should still place your leaves in the street. Leaves will be collected as soon as possible.
- Parking in the street will be prohibited on the day of collection from 7:00 a.m. until the leaves are removed.
- In the event of snow, leaf pickup will be rescheduled for another day. Additionally, any leaves that are placed on the street and not picked up by the initial collection will eventually be collected by crews at a later date.

If you have any questions about the program, please call Public Works at 847-734-8800 Monday through Friday between the hours of 8:00 a.m. and 4:30 p.m. For more information, visit elkgrove.org/leaves. ■

Section Number	Leaf Collection Day Excluding Week of Thanksgiving	Thanksgiving Week Collection Day Week of November 21 Only
Section 1	Thursday	Tuesday
Section 2	Tuesday	Tuesday
Section 3	Wednesday	Wednesday
Section 4	Monday	Monday
Section 5	Monday	Monday
Section 6	Friday	Wednesday
Section 7	Tuesday	Tuesday
Section 8	Thursday	Monday
Section 9	Wednesday	Wednesday



Cook County Awards \$125,000 Grant to Village to Support the Construction of Oakton Street Bike Path

Elk Grove Village has been awarded \$125,000 in grant funding through the Invest in Cook grant program to support the construction of the Oakton Street Bike Path from Bonnie Lane to Crossen Avenue, which will serve to advance usability and safety for residents and visitors by closing an existing gap in the Village's bicycle network.

Oakton Street is a major thoroughfare connecting the Village's Industrial District, Business Park, and residential areas, providing access to numerous business facilities, shopping centers, and the Busse Woods Forest Preserve.

The Village secured \$125,000 in funding through the Invest in Cook grant program for the bicycle and pedestrian

improvements along Oakton Street. Invest in Cook supports transportation improvements sponsored by local and regional governments which align with the Connecting Cook County Long Range Plan.

The project provides for the construction of an 8-foot wide off-street bike path to fill the gap between two recently constructed paths to the east and west of this location.

These pedestrian and bicycle improvements will serve as an essential link to the Village's future goal for a complete pedestrian/bike path network that will connect the Busse Woods Forest Preserve trails to Village residents and businesses through the Oakton Street Corridor.



Fire Department Annual Open House

Residents are invited to attend the Annual Elk Grove Village Fire Department Open House, on Saturday, October 8, from 12 - 3 p.m. Come out to explore safety exhibits, fire apparatus and ambulances, demonstrations from the Department's Special Teams, meet firefighters, paramedics, and so much more!

Elk Grove Village Fire Department Annual Open House

Saturday, October 8th Noon - 3pm Fire Station #7 101 Biesterfield Road





If You See Something, Say Something!

September 25 is National "If You See Something, Say Something" Awareness Day! We all play an essential role in maintaining safe communities. If you see something suspicious, report it to law enforcement immediately by dialing 9-1-1. Remember to use the 5 Ws when reporting suspicious activity:

- WHO did you see?
- WHAT did you see?
- WHEN did you see it?
- WHERE did it occur?
- WHY is it suspicious?

You can protect your family, neighbors, and community by being alert and reporting suspicious activity to your local law enforcement!



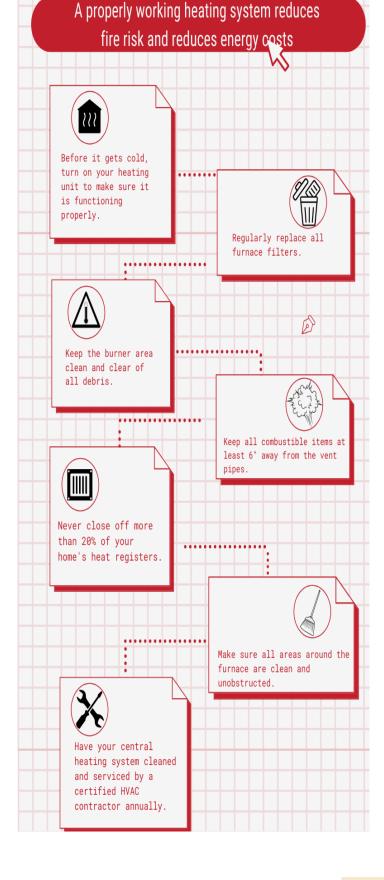
Halloween House Decorating Contest

The Elk Grove Village Leo and Lions Club are holding a Halloween House Decorating Contest for residents during October.

Decorated houses, townhouses, and condos will be judged in one of four categories: Outstanding Overall Halloween Theme, Outstanding Scariest Display, Outstanding Children's Display, and Outstanding Use of Decorations on a Condo/Apartment.

Judging will take place from October 15 - October 22, from 6:30 p.m. to 9:30 p.m.

For questions or to enter the Halloween Decorating Contest, please email your name, address, phone number, and category entering to lionbarbara@comcast.net. The deadline to enter is October 13.



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ELKGROVE Villager

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Early Voting

The Elk Grove Village Hall is an Early Voting site for the November 8 Gubernatorial General Election. Early Voting will take place in Room E, located at the southwest corner of Village Hall. Signs will be posted to guide residents to the correct entrance.

Early Voting will take place from October 24 through November 7.

The hours are as follows: Monday - Saturday: 9:00 a.m. to 5:00 p.m. Sunday: 9:00 a.m. to 4:00 p.m.

Early Voting is open to anyone that lives in suburban Cook County. Mail ballot applications are now available on the Cook County Clerk website, or you may contact the Village Clerk's Office at 847-357-4040 to have one mailed to you.

Residents in Cook County can verify their voter information as well as register to vote online by visiting the Cook County Clerk's Office at cookcountyclerkil.gov/agency/elections.

Groot observes the following annual holidays:

- New Years Day 1/1/22
- **■** Memorial Day 5/30/22
- **Fourth of July 7/4/22**
- Labor Day 9/5/22
- Thanksgiving 11/24/22
- Christmas 12/25/22

If these holidays fall on a weekday on or before your scheduled collection, service will be delayed by one day for the remainder of the holiday week. If the holiday falls on a Sunday, it will be observed on Monday.

Coffee with a Cop Day October 5

National Coffee with a Cop Day encourages communication and positive interactions between law enforcement agencies and the public.

Enjoy a complimentary coffee and meet our officers for National Coffee with a Cop Day, taking place on Wednesday, October 5, from 7 − 9 a.m. at the McDonald's located at 947 Meacham Road, Elk Grove Village ■

Property Cleanup Reminders

Are you looking to start a cleanup project? Here are some ideas to consider to ensure your property stays beautiful! Homeowners are responsible for the upkeep of their property, which includes preventing the accumulation of excess items stored outside (i.e. ladders, yard tools, lawn mowers, snow blowers, etc.). When not in use, these items must be stored in a garage or shed out of public view.

If you are disposing of items, here are some friendly important reminders for garbage and recycling. Garbage containers, recycling containers, and yard waste bags must be stored on the side of your property or within the garage on non-garbage collection days. You may place your containers at the curb no earlier than 6 p.m. on the evening prior to pick up day. Please remember they must be brought back to their proper location no later than 7 p.m. on the day of collection.