

**MINUTES
CITY OF ST. CHARLES, IL
PLAN COMMISSION
TUESDAY, MAY 21, 2019**

Members Present: Chairman Wallace
Vice Chairman Kessler
James Holderfield
Jeffrey Funke
Tom Pretz
Jennifer Becker
Suzanne Melton

Members Absent: Vargulich
Purdy

Also Present: Ellen Johnson, Planner
Rachel Hitzemann, Planner
Court Reporter

1. Call to order

Chairman Wallace called the meeting to order at 7:02 p.m.

2. Roll Call

Vice Chairman Kessler called the roll. A quorum was present.

3. Presentation of minutes of the April 16, 2019 meeting of the Plan Commission.

Motion was made by Mr. Kessler, seconded by Mr. Pretz and unanimously passed by voice vote to approve the minutes of the April 16, 2019 Plan Commission meeting.

4. Vet IQ, 855 S. Randall Rd. – Meijer PUD (Community Veterinary Clinics LLC/PetIQ LLC)

Application for Special Use

a. Public Hearing

The attached transcript prepared by Planet Depos Court Reporting is by reference hereby made a part of these minutes.

Motion was made by Mr. Kessler and seconded by Mr. Pretz to close the public hearing.

Roll call vote:

Ayes: Kessler, Holderfield, Funke, Pretz, Becker, Melton, Wallace

Nays:

Absent: Vargulich, Purdy

Motion carried 7-0

b. Discussion & Recommendation

Minutes – St. Charles Plan Commission
Tuesday, May 21, 2019
Page 2

The attached transcript prepared by Planet Depos Court Reporting is by reference hereby made a part of these minutes.

Motion was made by Mr. Kessler and seconded by Mr. Pretz to recommend approval of a Special Use for Animal Hospital – VetIQ, Meijer PUD (855 S. Randall Rd.)

Roll call vote:

Ayes: Kessler, Holderfield, Funke, Pretz, Becker, Melton, Wallace

Nays:

Absent: Vargulich, Purdy

Motion carried 7-0

- 5. Additional Business from Plan Commission Members or Staff-None.**
- 6. Weekly Development Report**
- 7. Meeting Announcements**
 - a. Plan Commission
 - Tuesday, June 4, 2019 at 7:00pm Council Chambers
 - Tuesday, June 18, 2019 at 7:00pm Council Chambers
 - Tuesday, July 2, 2019 at 7:00pm Council Chambers
 - b. Planning & Development Committee
 - Monday, June 10, 2019 at 7:00pm Council Chambers
 - Monday, July 8, 2019 at 7:00pm Council Chambers
- 8. Public Comment- None.**
- 9. Adjournment at 7:24 p.m.**



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Transcript of Hearing

Date: May 21, 2019

Case: St. Charles Plan Commission

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BEFORE THE PLAN COMMISSION
OF THE CITY OF ST. CHARLES

-----x
In Re: :
Application for Special Use; :
Vet IQ, 855 South Randall Road, :
Meijer PUD (Community :
Veterinary Clinics LLC/ :
PetIQ LLC). :
-----x

REPORT OF PROCEEDINGS
St. Charles, Illinois 60174
Tuesday, May 21, 2019
7:02 p.m.

Job No.: 218464
Pages: 1 - 24
Reported by: Paula M. Quetsch, CSR, RPR

1 Report of proceedings held at the location of:

2

3 ST. CHARLES CITY HALL

4 2 East Main Street

5 St. Charles, Illinois 60174

6 (630) 377-4400

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10 Before Paula M. Quetsch, a Certified Shorthand

11 Reporter, Registered Professional Reporter, and a

12 Notary Public in and for the State of Illinois.

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1 PRESENT:

2 TODD WALLACE, Chairman

3 TIM KESSLER, Vice Chairman

4 JENNIFER BECKER, Member

5 JEFFREY FUNKE, Member

6 JIM HOLDERFIELD, Member

7 SUZANNE MELTON, Member

8 TOM PRETZ, Member

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10 ALSO PRESENT:

11 ELLEN JOHNSON, Planner

12 RACHEL HITZEMANN, Planner

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P R O C E E D I N G S

CHAIRMAN WALLACE: This meeting of the
St. Charles Plan Commission will come to order.

Tim, roll call.

VICE CHAIRMAN KESSLER: Becker.

MEMBER BECKER: Here.

VICE CHAIRMAN KESSLER: Funke.

MEMBER FUNKE: Here.

VICE CHAIRMAN KESSLER: Pretz.

MEMBER PRETZ: Here.

VICE CHAIRMAN KESSLER: Holderfield.

MEMBER HOLDERFIELD: Here.

VICE CHAIRMAN KESSLER: Melton.

MEMBER MELTON: Here.

VICE CHAIRMAN KESSLER: Wallace.

CHAIRMAN WALLACE: Here.

VICE CHAIRMAN KESSLER: Kessler, here.

CHAIRMAN WALLACE: All right. Item 3 is
presentation of minutes of the April 16th, 2019,
meeting of the Plan Commission. Is there a motion
to approve?

VICE CHAIRMAN KESSLER: So moved.

MEMBER PRETZ: Second.

CHAIRMAN WALLACE: It's been moved and

1 seconded. All in favor.

2 (Ayes heard.)

3 CHAIRMAN WALLACE: Opposed.

4 (No response.)

5 CHAIRMAN WALLACE: The next item on the
6 agenda is Vet IQ, 855 South Randall Road, Meijer
7 PUD (Community Veterinary Clinics LLC/Pet IQ, LLC),
8 application for special use.

9 This is here tonight for public hearing,
10 and in the course of the public hearing we will
11 receive testimony and evidence from the applicant,
12 and if there is anyone who wishes to ask any
13 questions or offer any additional testimony, we'll
14 take that, as well.

15 After the testimony has been offered, then
16 Plan Commissioners will ask questions. If we feel
17 we have enough information to make a decision,
18 then we'll close the public hearing and then take
19 action on the item.

20 After that, it will be forwarded to the
21 City Council planning development committee
22 whatever our recommendation is, whether for
23 approval or denial, and the City Council will
24 ultimately take action on it at the end.

1 Any questions?

2 (No response.)

3 CHAIRMAN WALLACE: All right. I'd ask that
4 you raise your hand and be sworn. I'm assuming
5 you're the applicant.

6 (Witness sworn.)

7 CHAIRMAN WALLACE: I would just ask that
8 you use the lectern and the microphone. State
9 your full name, spell your name, and state your
10 address for the record.

11 Do you have any questions?

12 MR. LONGSON: I appreciate everybody
13 coming out for me. This is great.

14 So my name is Chad Longson, L-o-n-g-s-o-n.
15 Address is 923 South Ridgeway Place in Eagle,
16 Idaho 83616.

17 So just a brief overview, appreciate the
18 opportunity to stand before you. We are a company
19 that does veterinary services throughout the
20 country. We have about 2700 locations that are
21 mobile clinics. So we do a lot of mobile clinics,
22 and then we are just actually starting with major
23 retailers to implement what we're doing here,
24 which is a full wellness center within retailers.

1 So we do a lot with Walmart, a lot with Meijer,
2 Pet Supplies Plus, different pet specialty stores
3 around, also.

4 So the concept here is we do not do any
5 major surgeries or any overnight stays, no
6 kenneling. We strictly do health and wellness.
7 So education of your pet, you come in, you do
8 vaccines, microchipping, nail trims, prescriptions,
9 minor illnesses. We have our own full-time
10 veterinarian on staff, and we utilize the
11 pharmacies right there at Meijer and Walmart. We
12 usually fill the scripts there when they're there,
13 and then when they come back, we'll send them to
14 the Meijer pharmacy to do that.

15 So I guess going through this -- I can go
16 through this unless we have questions. The location
17 is right here on the -- if you look at the Meijer
18 store, it's on the left-hand side. It's not
19 freestanding but typically we're within the tenant
20 spaces right up front, so after the cash registers
21 you're right there and you'll see it there. Since
22 obviously Meijer does not allow pets within the
23 store, we build a wall on the -- to separate our
24 space and theirs, and we have windows that you

1 kind of look in, and you're able to see kind of
2 the vet operating -- not operating but functioning,
3 working and everything else.

4 So we have our ingress egress from the
5 front of the building, but in this case we're on
6 the far corner, which is almost like a standalone
7 building by itself. So we have -- already in
8 there there's an ingress/egress from that site
9 that we're not having to cut a hole in the front
10 of the building. So it's already there.

11 We do minor build-out. We have typically
12 two exam tables that we function, but it's really
13 open, and, you know, people come in, like I said.
14 We sell prescription food, cat and dog food in
15 there within the Hill Science brand, and then we do
16 our services that we have right there.

17 So we typically have a full-time vet, a
18 supervisor, and then two vet techs that work with
19 them to help handle all the animals that come in.
20 And primarily we do dogs and cats. That's kind of
21 the -- no one is bringing their horses in.

22 But with that if -- I'll stand for any
23 questions if you have any.

24 MEMBER BECKER: I have a couple questions.

1 On your floor plan it shows that you have
2 kennel space, but that is not for overnight,
3 that's just a staging area?

4 MR. LONGSON: What we do, because this is
5 a retail store, for a convenience factor if
6 somebody comes in and uses our services and they
7 say, "Hey, we want to grab a prescription from the
8 pharmacy or grab something from the store," we
9 will hold that animal for an hour max and let them
10 go do that and come back. So there's no overnight
11 kenneling, no.

12 MEMBER BECKER: And if they want to fill
13 their prescription, they have to exit the building
14 go around the main entrance?

15 MR. LONGSON: That's correct. But what we
16 do is we fill that prescription, the first script
17 in our veterinary clinic, and then for return, for
18 refills or ongoing we send them to the pharmacy
19 with a script.

20 MEMBER BECKER: Final question. I notice
21 and you said that -- the staff report said there
22 will be no signage, exterior signage on the
23 building face. Is that part of your plan to just
24 have window signage?

1 MR. LONGSON: Well, that was one of the
2 things that we -- I might have dropped the ball on
3 that. No, we need exterior signs, but I believe
4 that --

5 I think you had mentioned that Meijer
6 already had it max'd out or no?

7 MS. JOHNSON: Yes, they are. Window
8 signage is not regulated, so you can have signage
9 on the windows. There may be an opportunity to do
10 an a canopy sign since there's that canopy but
11 we'll look into that. But as far as wall signage,
12 they're max'd out.

13 MR. LONGSON: That slipped past me. So
14 thank you for bringing that up. We might have to
15 have Meijer take a sign down, but if that happens,
16 then on the corner we will have a sign.

17 So I didn't -- sorry that slipped past me.
18 I did not -- I know that Ellen had said that.

19 CHAIRMAN WALLACE: Would it be like the
20 sign that's shown in your application, the kind of
21 oval sign above the door?

22 MR. LONGSON: Yeah, it would be. So let
23 me get to that.

24 CHAIRMAN WALLACE: There you go.

1 MR. LONGSON: On this corner, if you look
2 where this is located at on the corner right here --
3 right here. We would have signage right here.
4 Can everybody see that?

5 CHAIRMAN WALLACE: We see it here.

6 MR. LONGSON: But if we could actually do
7 a canopy, if you would allow that on the canopy, I
8 don't know if that's allowable or not for the
9 signage. Definitely there's a kind of a block
10 wall in front of these windows, and so the windows
11 would be very tough to have any signage there, but
12 if we could utilize a canopy and have kind of a
13 bigger signage there, then that might work, too.

14 Other than that, we had planned on this
15 right here on the front. It would be a similar
16 sign to what we have over the doors there. It's
17 less than 20 square feet, but then on the other
18 side we would just have it on the doors that are
19 there, so it wouldn't be wrapped around the side
20 there.

21 So we are max'd out; is that --

22 MS. JOHNSON: For wall signage. And I'll
23 have to -- the way the ordinance is written it's --
24 the PUD ordinance is not clear whether an additional

1 canopy sign would be allowed since those are in
2 the zoning ordinance listed separately than the
3 wall signage. So we'll look into that.

4 MR. LONGSON: So I'm not 100 percent.
5 I've seen so many of these, I'm not sure. Do you
6 know what signs are up right now?

7 MS. JOHNSON: There's a Meijer sign, Fresh
8 Home, then a pharmacy sign, a Starbucks sign, and
9 a U.S. Bank sign.

10 MR. LONGSON: So yeah, we would love signage.

11 VICE CHAIRMAN KESSLER: So what do we do --

12 CHAIRMAN WALLACE: Would we be able to add
13 something to our recommendation to the City Council
14 in regards to signage?

15 MS. JOHNSON: In order to increase the
16 signage allotted the PUD ordinance would need to
17 be amended, and that's not what was filed. This
18 is a special use instead of a PUD amendment, so
19 that would have to be done with a separate
20 application.

21 VICE CHAIRMAN KESSLER: So if he came in
22 with an application for signage, and he had some
23 arrangement with Meijer to remove or reduce the
24 existing signage, that wouldn't have to come back?

1 MS. JOHNSON: Meijer is limited to the
2 number of signs that are there now and the square
3 footage, so if they were to remove one, then that
4 would be fine. That wouldn't require a new approval.

5 VICE CHAIRMAN KESSLER: But if it required
6 approval because they weren't going to remove any,
7 then it would be an application to amend the PUD.

8 MR. LONGSON: Thanks for clarifying that,
9 but I guess I will get with you on the canopy
10 signage.

11 VICE CHAIRMAN KESSLER: Would that be
12 acceptable?

13 MR. LONGSON: The canopy? You know what?
14 That's not preferred, but I think if we could
15 utilize that, I think we might be able to make
16 that work if we can't get a sign up there. Yeah,
17 it's obviously crucial that you have signage.

18 VICE CHAIRMAN KESSLER: It sounds like you
19 need to talk to Meijer first.

20 MR. LONGSON: Meijer is open for it, but
21 at the same time with them taking another tenant
22 down, it's probably going to be not what they want.

23 VICE CHAIRMAN KESSLER: But can they
24 reduce the sizes of some signage?

1 MR. LONGSON: They're at 20 feet right
2 now, so reducing the other ones?

3 MS. JOHNSON: Potentially. We'll have to
4 look at it. The way the ordinance is written it's
5 limited to a certain number of signs and the
6 square footage.

7 CHAIRMAN WALLACE: I wouldn't have any
8 problem with amending the PUD to allow an
9 additional sign. I mean, I don't know what other
10 Commissioners -- I know it's not appropriate for
11 us to discuss that since that application is not
12 before us, but I'm just thinking of the standpoint
13 whether it be worth your while to bring it back.

14 MR. LONGSON: Does that come through you
15 guys, or is it a vote with City Council?

16 VICE CHAIRMAN KESSLER: Well, it's both.

17 CHAIRMAN WALLACE: It goes through us for
18 a recommendation to City Council.

19 MR. LONGSON: Okay. Well, we might have
20 to do that if we can't work out something else.
21 We'll get together on that and figure it out. If
22 not, I probably will come back.

23 CHAIRMAN WALLACE: I'm thinking that might
24 be your path of least resistance because I'm

1 betting Meijer isn't going to be excited about
2 taking a sign down, especially since they're all
3 new that they just put up.

4 MR. LONGSON: I know. Yeah, we'll have to
5 see -- I guess I didn't look at the square footage
6 limits on that, so we'll talk about that. So I
7 appreciate that, the guidance there. So we will
8 do that. If we can't work something out there,
9 then we'll work on a PUD amendment. So thank you
10 for that.

11 CHAIRMAN WALLACE: Any other questions?

12 MEMBER MELTON: I have a question. So if
13 I'm remembering this correctly, there's parking on
14 the side. It's like a side lot right next to your
15 space. Is there going to be dedicated parking for
16 your folks signage-wise or is it just --

17 MR. LONGSON: It's all cross parking for
18 Meijer. There's not a whole a lot of people
19 parking on that side, so we're not going to label
20 it as it is our parking; it's just open cross
21 parking. So our customers can park in Meijer
22 parking lot, and that would be part of it.

23 MEMBER MELTON: Okay. Thank you.

24 MEMBER FUNKE: I have a question on the

1 dogs. Are the dogs typically walked, or where do
2 they use the restroom? Do you guys create an area
3 outside?

4 MR. LONGSON: We do not create anything.
5 The visit is very short. It's less than -- I mean,
6 it's 10 minutes. If they go inside, we have cleaning
7 materials and everything else that we do that with.

8 CHAIRMAN WALLACE: I think that's a
9 perfect location for it.

10 MR. LONGSON: I do, too.

11 CHAIRMAN WALLACE: That parking right next
12 to it, and a ton of traffic goes through there.

13 MR. LONGSON: We're pretty happy with that.
14 Typically, like I said, we go in the main part of
15 the store because they don't have something else,
16 but we're very excited about this. It's not a
17 standalone but almost. So it's good. But we do
18 need signage.

19 CHAIRMAN WALLACE: You need people to know
20 you're there.

21 MR. LONGSON: We do.

22 CHAIRMAN WALLACE: Other questions?

23 MEMBER HOLDERFIELD: I do have a question.
24 I'm trying to relate the floor plan that you show

1 here, and I don't quite understand. As you come
2 in the entrance, then there's a kennel on the left
3 of the door going back. You said there's a wall
4 between.

5 MR. LONGSON: So this is just a door that's
6 not used. It's lockable for our employees to go
7 out and use the restroom within Meijer, but no
8 customers are going through that door.

9 MEMBER HOLDERFIELD: I understood initially
10 it was going to be closed off entirely. But there
11 is a door?

12 MR. LONGSON: There is a door. It's this
13 door right at the top here. The front of the
14 building is right here. This is the side of the
15 building where we were talking about parking.

16 MEMBER HOLDERFIELD: That's the main
17 entrance right there?

18 MR. LONGSON: That's the main entrance but
19 this door is existing already, and then that door
20 that you are talking about back here will be
21 there, but it has a key code on it and so for
22 employees only to go to the restrooms in Walmart --
23 in Meijer, sorry -- so they don't have to go clear
24 around and go back in.

1 CHAIRMAN WALLACE: Is there -- I know it
2 doesn't show here, but if you continued this wall,
3 the easterly wall up more, is there a door coming
4 out of Meijer? I know there's the main entrance
5 way up.

6 MR. LONGSON: So this was I think for food
7 before, and they cut that in half. We would have
8 taken that whole space, but they needed something
9 for kind of an eatery for them. So they kind of
10 cut that off right there, and we share that half,
11 and there is a door, side door right here that
12 comes out.

13 CHAIRMAN WALLACE: So if people wanted to
14 come out from Meijer, they could go out that door --
15 theoretically they could go out that door and in
16 your door. You should see if Meijer will give you
17 signage inside.

18 MR. LONGSON: They do but this is over in
19 the corner. You can hardly see it. If you look
20 at it, we have a real big -- I thought it was on
21 this one but it's not. Similar to kind of this
22 looking at it -- we revamped it.

23 This is the inside from the cash registers
24 looking at our space. So windows are here and you

1 can actually look in, see the vet and see what's
2 going on inside. We have wall graphics; we have
3 a, you know, Vet IQ sign. So it really kind of
4 talks and communicates right from the front.

5 In this location there's plusses and
6 minuses because we are a standalone almost, and
7 from the inside it's way in the corner, and so we
8 really don't have any communication on the inside
9 of Meijer store.

10 CHAIRMAN WALLACE: I think people will
11 notice it, though. Because when they're over in
12 the produce, they'll look over.

13 MR. LONGSON: You're right. But it's a
14 little difficult because they can't enter from
15 right there. So it's like pull them all the way
16 over there, and it's like, "Where do I go?" We're
17 working through that, too, but it's one of those
18 things it's like typically we can tell a story
19 right there from when they check out, they're
20 like, "What is this" and kind of tell that story.

21 But it's proven to be a huge asset with
22 affordability and ease of people being able to
23 have a service there.

24 MEMBER MELTON: Is it more of a convenient

1 care or appointments?

2 MR. LONGSON: No, it's walk-in and no
3 appointment necessary.

4 CHAIRMAN WALLACE: Any other questions?

5 (No response.)

6 CHAIRMAN WALLACE: All right. If the Plan
7 Commission feels they have enough information to
8 make a decision, then a motion to close the public
9 hearing is in order.

10 VICE CHAIRMAN KESSLER: So moved.

11 MEMBER PRETZ: Second.

12 CHAIRMAN WALLACE: It's been moved and
13 seconded. Is there any discussion on the motion
14 to close public hearing?

15 (No response.)

16 CHAIRMAN WALLACE: Tim.

17 VICE CHAIRMAN KESSLER: Becker.

18 MEMBER BECKER: Yes.

19 VICE CHAIRMAN KESSLER: Funke.

20 MEMBER FUNKE: Yes.

21 VICE CHAIRMAN KESSLER: Pretz.

22 MEMBER PRETZ: Yes.

23 VICE CHAIRMAN KESSLER: Holderfield.

24 MEMBER HOLDERFIELD: Yes.

1 VICE CHAIRMAN KESSLER: Melton.

2 MEMBER MELTON: Yes.

3 VICE CHAIRMAN KESSLER: Wallace.

4 CHAIRMAN WALLACE: Yes.

5 VICE CHAIRMAN KESSLER: Kessler, yes.

6 CHAIRMAN WALLACE: Public hearing is closed.

7 Next is recommendation for this application.

8 Is there a motion?

9 VICE CHAIRMAN KESSLER: I would make a
10 motion to recommend approval to the planning and
11 development committee of the City Council for the
12 Vet IQ, 855 south Randall Road, Meijer PUD
13 (Community Veterinary Clinics LLC/PetIQ LLC) for
14 its application for special use.

15 MEMBER PRETZ: Second.

16 CHAIRMAN WALLACE: It's been moved and
17 seconded. Any discussion on the motion?

18 (No response.)

19 CHAIRMAN WALLACE: Is there anything from
20 staff?

21 (No response.)

22 CHAIRMAN WALLACE: All right. Tim.

23 VICE CHAIRMAN KESSLER: Becker.

24 MEMBER BECKER: Yes.

1 VICE CHAIRMAN KESSLER: Funke.
2 MEMBER FUNKE: Yes.
3 VICE CHAIRMAN KESSLER: Pretz.
4 MEMBER PRETZ: Yes.
5 VICE CHAIRMAN KESSLER: Holderfield.
6 MEMBER HOLDERFIELD: Yes.
7 VICE CHAIRMAN KESSLER: Melton.
8 MEMBER MELTON: Yes.
9 VICE CHAIRMAN KESSLER: Wallace.
10 CHAIRMAN WALLACE: Yes.
11 VICE CHAIRMAN KESSLER: Kessler, yes.
12 CHAIRMAN WALLACE: That passes unanimously.
13 Good luck.
14 MR. LONGSON: Thank you.
15 CHAIRMAN WALLACE: Any additional business
16 from Plan Commission members or staff?
17 (No response.)
18 CHAIRMAN WALLACE: Weekly development
19 meeting. How are we on upcoming meetings?
20 MS. JOHNSON: We will be having a meeting
21 June 4th.
22 VICE CHAIRMAN KESSLER: Will we be
23 discussing the comprehensive plan at that meeting?
24 MS. JOHNSON: I don't believe so. We have

1 a pretty full agenda, but I'm not sure if it's
2 been decided yet.

3 CHAIRMAN WALLACE: Any public comment?

4 (No response.)

5 CHAIRMAN WALLACE: Is there a motion to
6 adjourn?

7 VICE CHAIRMAN KESSLER: So moved.

8 MEMBER FUNKE: Second.

9 CHAIRMAN WALLACE: Moved and seconded.

10 All in favor.

11 (Ayes heard.)

12 CHAIRMAN WALLACE: Opposed.

13 (No response.)

14 CHAIRMAN WALLACE: City of St. Charles
15 Plan Commission is adjourned at 7:24 p.m.

16 (Off the record at 7:24 p.m.)

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CERTIFICATE OF SHORTHAND REPORTER

I, Paula M. Quetsch, Certified Shorthand Reporter No. 084-003733, CSR, RPR, and a Notary Public in and for the County of Kane, State of Illinois, the officer before whom the foregoing proceedings were taken, do certify that the foregoing transcript is a true and correct record of the proceedings, that said proceedings were taken by me stenographically and thereafter reduced to typewriting under my supervision, and that I am neither counsel for, related to, nor employed by any of the parties to this case and have no interest, financial or otherwise, in its outcome.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal this 27th day of May, 2019.

My commission expires: October 16, 2021



Notary Public in and for the
State of Illinois