



**SPECIAL VILLAGE BOARD MEETING  
OF THE BOARD OF TRUSTEES  
VILLAGE OF MAYWOOD  
TUESDAY, OCTOBER 6, 2020  
AT 7:00 PM  
40 MADISON ST.  
MAYWOOD, IL 60153**

**Physical attendance at this public meeting is limited to 50 individuals or 50% occupancy, with priority given to Village officials, Village staff and consultants.**

**The public is encouraged to stay at home and watch and listen to the public meeting via electronic means.**

**Public comments and any responses will be read into the public meeting record.**

**Please submit public comments via email in advance of the public meeting to: [cthompkins@maywood-il.org](mailto:cthompkins@maywood-il.org) or [tpavlik@maywood-il.org](mailto:tpavlik@maywood-il.org) and/or faxing to (708) 681-8818.**

**Options to watch and listen to the public meeting:**

**Live Stream at Village Website Home Page: Go to [www.maywood-il.org](http://www.maywood-il.org) and Click "Video On Demand".**

**AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation**
- 4. Pledge of Allegiance to the Flag**
- 5. Approval of Special Board Meeting Minutes of the Board of Trustees Tuesday, September 15, 2020.**
- 6. Oaths, Reports, Proclamations, Announcements and Appointments**
- 7. Finance Management Report(s):**
  - A. Approval of Village of Maywood Warrant List No. 200499 through September 30, 2020 in the amount of \$739,459.93.
- 8. Mayor's Report and Theme: "A SHIFT IS COMING, THINGS ARE CHANGING IN OUR FAVOR, WHEN THE PEOPLE GET A MIND TO WORK"**
  - A. Consideration to recommend amending Chapter 117.23, Class F License by including Class F1 License and Class F-2 License.
  - B. Consideration to recommend approval of the Class N "Bar and Grill" License application for Mariella's Banquet Hall, 124 So. 5th Ave. and Mariella's II, 134 So. 5th Ave., with the approval being subject to Mariella's Banquet Hall and Mariella's II current Class F License being converted to a Class F1 License and Class F2 License, based on the Village Board of Trustees recommendation on amending the Village Code for Class F1 License and Class F2 License.
  - C. Consideration to recommend approving "Extended Hours" request from Lucky Bernie's located at 614 South 5th Avenue, Maywood, IL 60153.
  - D. Discussion regarding Village of Maywood 2020 Halloween trick-or-treating guidance and designated hours.
- 9. Public Comments:**
- 10. Village Manager's Report:**
  - A. Discussion and consideration regarding Seaway Supply Company appealing to the Village of Maywood for a resolution to submit to a renewal application to Cook County Assessor's Office for a 6B Tax Incentive Assessment Program. This program is designed to make property taxes paid by industrial business in Cook County competitive with property taxes in the collar counties and neighboring communities.
  - B. Preliminary Discussion of 2020 Tax Levy and 2021 Annual Budget Process and Documents:
    - a. Cover memo dated September 30, 2020 from Klein, Thorpe and Jenkins, Ltd.
    - b. NOTICE OF PROPOSED REAL ESTATE TAX LEVY PUBLIC HEARING FOR THE VILLAGE OF MAYWOOD FOR YEAR 2020.

- c. AGENDA FOR TRUTH IN TAXATION PUBLIC HEARING ON THE PROPOSED 2020 REAL ESTATE TAX LEVY.
- d. RESOLUTION DETERMINING THE ESTIMATED VILLAGE OF MAYWOOD REAL ESTATE TAX LEVY FOR YEAR 2020.
- e. TENTATIVE VILLAGE OF MAYWOOD FISCAL ADOPTION SCHEDULE FOR 2020 REAL ESTATE TAX LEVY AND 2021/2022 OPERATING BUDGET.
- f. ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY, with Certification of Compliance with Truth in Taxation Law.
- g. ORDINANCE AUTHORIZING CERTAIN AMENDMENTS TO THE FISCAL YEAR 2020/2021 (MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET (Amendment No. 1).

**11. Village Attorney Report:**

- A. Status Report on 12 Year Term Extension of Madison Street - Fifth Avenue TIF District with updated Tentative Schedule for Adoption and Approval of Amendments to the Redevelopment Project and Plan for the Madison Street - Fifth Avenue TIF District dated September 30, 2020.
  - 1. Announcement of availability of the draft Amended Redevelopment Plan and October 20, 2020 Public Meeting to be held at 6:30 p.m. in the Village Board Room at 125 South 5th Avenue Building and conducted by the Director of Community Development Department regarding the amendments to the TIF District Redevelopment Project and Plan for the Madison Street - Fifth Avenue TIF District
- B. Status Report on 12 Year Term Extension of Roosevelt Road TIF District with updated Tentative Schedule for Adoption and Approval of Amendments to the Redevelopment Project and Plan for the Roosevelt Road TIF District dated September 30, 2020. (Same attachment as Status Report 1).

**12. Omnibus Agenda Items:**

- A. Approval of a payment to Allied Waste Service for garbage and rollover services in the Village of Maywood for the months of February, June, July and August 2020 in the amount of \$210,439.80.
- B. Approval of payment to AT&T for phone service for the months of July and August 2020 in the amount of \$10,527.66.
- C. Approval of payment to Azavar Audit for Contingency payment as contracted in the amount of \$5,908.05.
- D. Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of October in the amount of \$287,441.99.
- E. Approval of payment to City of Chicago for water services provided to the Village of Maywood from the City of Chicago July 16, 2020 to August 18, 2020 in the amount of \$343,623.18.
- F. Approval of payment to Civic Systems, LLC for Semi-Annual Software Support Fees from July 1, 2020 through December 31, 2020 in the amount of \$9,417.00.
- G. Approval of payment to ComEd for Streetlight Services for the Village of Maywood in the amount of \$39,427.40.
- H. Approval of payment to Fire Services, Inc. for routine vehicle maintenance and repair for Fire Engine 506 in the amount of \$7,158.60.
- I. Approval of payment to First Insurance Funding for General Liability Insurance installment payment due October 1, 2020 in the amount of \$14,898.45. Finance Department notes that this item was already paid.
- J. Approval of payment to Ford Credit Municipal Finance for the Annual Municipal Lease Agreement in the amount of \$88,521.01.
- K. Approval of payment to Hancock Engineering for engineering services rendered for the Village of Maywood Public Works Department in the amount of \$59,941.00.
- L. Approval of payment to Insurance Program Managers Group for the Village of Maywood in the amount of \$54,385.00.

- M. Approval of payment to LWM Research for investigative work done on fatal accident June 16, 2019 for the Village of Maywood Police Department in the amount of \$5,000.00.
- N. Approval of payment to Municipal Employee V.E.B.A. Trust for Health and Dental Insurance Premiums for the month of September 2020 in the amount of \$94,239.86.
- O. Approval of payment to Scot Decal Company for the purchase of the 2021 Vehicle/Business License Decals for the Village of Maywood in the amount of \$9,216.94.
- P. Approval of payment to Triggs Construction for the Village of Maywood 2020 Alley and Roadway Improvements Project in the amount of \$820,264.50.
- Q. Approval of payment to Village of Melrose Park for water services provided to the Village of Maywood July 20, 2020 to August 19, 2020 from the Village of Melrose Park in the amount of \$58,507.91.
- R. ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU FACILITY AND CERTAIN VARIATIONS WITHIN THE C-2 PEDESTRIAN ORIENTED COMMERCIAL DISTRICT FOR THE COMMERCIAL DEVELOPMENT OF NORTHWEST CORNER OF 1ST AVENUE AND LAKE STREET (Subject Property: 101 Lake Street, 107 Lake Street and 115 Lake Street and 210 and 212 North 1st Avenue) (Developer/Applicant: Maywood Equity Group, LLC), with a cover memo dated September 30, 2020 from Klein, Thorpe and Jenkins. Ltd.
- S. ORDINANCE AMENDING THE MAYWOOD VILLAGE CODE TO ADD SECTION 95.03 (HOME KITCHEN OPERATION) TO CHAPTER 95 (FOOD SERVICE ESTABLISHMENTS) OF TITLE IX (GENERAL REGULATIONS), AND AMEND SECTION 111.10 (FOOD ESTABLISHMENT OPERATORS) TO CHAPTER 111 (GENERAL BUSINESS REGULATIONS) OF TITLE XI (BUSINESS REGULATIONS) TO AUTHORIZE AND REGULATE HOME KITCHEN OPERATIONS, with a cover memo dated September 30, 2020 from Klein, Thorpe and Jenkins, Ltd.
- T. RESOLUTION APPROVING AN APPLICATION FOR AN ELECTRONIC BILLBOARD AT 1600 SOUTH 10TH AVENUE (NORTH SIDE OF HARRISON STREET AT APPROXIMATELY 12TH AVENUE) AND APPROVAL AND EXECUTION OF AN ELECTRONIC BILLBOARD SIGN AGREEMENT BY AND BETWEEN THE VILLAGE OF MAYWOOD AND FHE, LLC, with a cover memo dated September 30, 2020 from Klein, Thorpe and Jenkins, Ltd.
- U. RESOLUTION APPROVING THE CONTENT OF AND/OR RELEASE OF CERTAIN CLOSED MEETING MINUTES OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD (2020 HALF YEAR REVIEW), with a cover memo dated September 30, 2020 from Klein, Thorpe and Jenkins, Ltd. (Minutes provided in Closed Session)

**13. New Business:**

- A. Discussion and consideration on freezing all village water shut-offs through the remainder of 2020. (Trustee N. Booker)

**14. Old Business:**

**15. Board of Trustees Comments/Information**

**16. For Information Only**

**17. Closed Meeting Session**

- A. Pending Litigation per 5 ILCS 120/2(c)(11))
- B. Discussion of minutes lawfully closed under OMA, for the purpose of approval by the body of the minutes or semi-annual review of the minutes per 5 ILCS 120/2(c)(21) and 2.06
- C. The setting of a price for sale or lease of property owned by the Village (5 ILCS 120/2(c)(6)).

**18. Adjournment**

cc: Mayor Edwenna Perkins  
Trustees:  
Nathaniel G. Booker  
Isiah Brandon  
Miguel Jones  
Melvin L. Lightford  
Antonio Sanchez

Village Clerk  
Village Manager

Kimyada Wellington  
Viola Mims  
Willie Norfleet, Jr.

**The above Public Meeting restrictions are authorized by the Open Meetings Act, the CDC directive (social distancing guidelines) and Illinois Governor Disaster Proclamation dated September 18, 2020 (Phase 4 Restore Illinois Plan), and Executive Order 2020-55 extending the Governor's prior Executive Orders relating to the COVID-19 pandemic and his implementation of Phase 4 of the "Restore Illinois" Plan (Community Revitalization Order - COVID-19 E.O. No. 51)**

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 15, 2020**

**Call to Order**

The Special Regular Board Meeting of Tuesday, September 15, 2020 was called to order by Mayor Edwenna Perkins at 7:04 p.m. in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153.

**Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington (via telephone), and N. Booker. **Absent:** Trustee M. Lightford. There being a Quorum present, the meeting was convened.

Staff Attendance:

Willie Norfleet Jr., Village Manager  
David Myers, Director of Community Development  
Edgar Lara, Planning/Zoning Officer  
Angela Smith, Business Coordinator  
John West, Public Works Director  
Valdimir Talley Jr., Police Chief  
Craig Bronaugh Jr., Fire Chief  
Lanya Satchell, Finance Director  
Michael Jurusik, Village Attorney  
William Peterhansen, Village Engineer

**Invocation** - Trustee Brandon

**Pledge of Allegiance to the Flag** - Everyone remained standing and recited the Pledge of Allegiance to the Flag of the United States of America.

**Approval of minutes for the Special Board and Public Hearing Meeting of the Board of Trustees on Tuesday, September 1, 2020.**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to approve.**

**Discussion:** Trustee Wellington mentioned Page 7 of the Boardbook and Page 3 of the minutes on Agenda Item G to add "item" to the Note: This agenda item..... and mentioned the phrasing of the amended motion on the same item. An amended motion to follow:

**Motioned by Trustee Brandon and Seconded by Trustee Jones to approve the minutes for the Special Board and Public Hearing Meeting of Tuesday, September 1, 2020 with corrections.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Oaths, Reports, Proclamations, Announcements and Appointments**

- Mr. Norfleet announced Chief Talley is now the third Maywood Chief and the third African American Chief to hold the position of President of the West Suburban Chiefs of Police Association and mentioned a WTTW video of "In the Neighborhood" featuring the Village of Maywood.

Recess the Special Board Meeting and called the Public Hearing to order at 7:32 p.m.

**Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington (via phone), and N. Booker. **Absent:** Trustee M. Lightford.

**PUBLIC HEARING:** Request of Applicant FHE LLC for the installation of an Electronic Billboard Sign at 1600 South 10<sup>th</sup> Avenue, Maywood, Illinois (North side of Harrison Street at approximately 12<sup>th</sup> Avenue).

**A. FHE, LLC PROPOSED ELECTRONIC BILLBOARD:** (Attachments)

- |  |   |  |
|--|---|--|
| * <b>Public Hearing Agenda –<br/>Electronic Billboard at 1600<br/>Harrison</b>                               | * <b>September 15, 2020 Billboard<br/>Public Hearing Village Notice</b> | * <b>Village Billboard Mail<br/>List 250ft</b> |
| * <b>Applicant Legal Notice of<br/>Public Hearing</b>  | * <b>Applicant Onsite Posting and<br/>Newspaper Proofs</b>              | * <b>Billboard Construction<br/>Drawings</b>   |
| * <b>Billboard Electrical Drawings</b>   | * <b>Billboard Photometric Study</b>                                    | * <b>Topographic Survey<br/>1113 2017</b>      |
| * <b>Electronic Billboard Sign<br/>Agreement Unsigned</b>  | * <b>Signed Operating Agreement</b>                                     | * <b>Warranty Deed (NA)<br/>0108 1979</b>      |
| * <b>Applicant Letter to Village –<br/>Chapter 153 Billboards<br/>Ordinances Compliance<br/>confirmation</b> | * <b>Chapter 153 – BILLBOARDS</b>                                       |  |

**Public Hearing Agenda -**

- \* **Presentation by Applicant (FHE LLC)** – Mr. Joseph Ponsetto made comments regarding financial advantages for District 89 and the Village of Maywood.
- \* **Comments by Village Staff and Village Attorney** – Mr. Lara gave an overview of the request. Attorney Jurusik made comments.
- \* **Questions by Village Board Members** – Trustees Brandon made comments on residential concerns. Mr. Lara and Trustee Booker responded and/or made comments.
- \* **Questions and Public Comment by Public** – C. Vandiver, F. Brown-Nelson, G. Clay, J Macias, and K. Moore made comments.
- \* **Final Statement by Applicant** – Mr. Tom Walsh responded to comments.
- \* **Discussion and Recommendation by Village Board Members** – Trustees Brandon, Jones, Sanchez and Booker make comments. Mr. Walsh, Mr. Ponsetto and Attorney Jurusik responded.

**Motioned by Trustee Booker and Seconded by Trustee Jones per Attorney Jurusik “to recommend approval of the Billboard Application with Village Staff and Village Attorney to prepare the necessary Ordinance and the Agreement to come back on the next agenda as an Action Item”.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Adjournment:**

**Motioned by Trustee Sanchez and Seconded by Trustee Jones to adjourn the Public Hearing and reconvene the Special Board Meeting at 8:58 p.m.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carries**

**Finance Management Report(s):**

- A. Approval of Village of Maywood Warrant List No. 200498 through September 4, 2020 in the amount of \$1,607,476.54.

**Motioned by Trustee Sanchez and Seconded by Trustee Jones to approve.**

**Discussion:** Trustee Booker questioned Check Nos. 103161, 103178 and 103207. Trustee Sanchez questioned 103210. Ms. Satchell and Mr. Norfleet responded accordingly.

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Discussion pursuant to the Village of Maywood Open Invoices Report as of September 4, 2020 in the amount of \$217,138.62.

**Information Only**

**Mayor’s Report and Theme: “A shift is coming; things are changing in our favor, when the people get a mind to work”.**

- A. Reconsideration to reinstate the discussion pertaining to the 1<sup>st</sup> and Lake and First and Ohio Avenue of the Popeyes Development.

**Motioned by Trustee Jones to table the item to the next meeting for additional information.** Motion died due to lack of a second. Discussion ensued and Trustee Booker is waiting for additional documents.

**Motioned by Trustee Booker and Seconded by Trustee Jones to reconsider this item until a time when all documents have been received.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** Trustee I. Brandon

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Discussion and consideration concerning a budget amendment to hire police officers for the Village of Maywood Police Department. No Attachments.

Discussion ensued. Item to be discussed at the Finance Meeting scheduled on Thursday, September 17, 2020.

**No Action Taken**

**Public Comments: Comments from the Public** – C. Sharp, J. Wilson, O. Davenport, G. Clay, F. Brown-Nelson, L. Redmond. **Response to Public Comments:** Mr. Norfleet

**Village Manager’s Report:**

- A. Discussion and consideration regarding status update for the Traffic and Safety Commission request to assign permit numbers to individuals asking for handicap parking signs.

**Motioned by Trustee Jones and Seconded by Trustee Brandon to approve.**

**Discussion:** Chief Talley mentioned the permit numbers would tie the sign to the requester.

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Discussion and consideration regarding PC/ZBA Case #20-004 Findings of Fact – A proposal for Zoning Variances and Special Use to allow a drive-thru for a development project to construct two commercial and retail structures. “(Northwest corner of 1<sup>st</sup> Avenue and Lake Street: 210 to 212 North 1<sup>st</sup> Avenue and 101 to 115 Lake Street, Maywood, IL)” .

Mr. Lara gave an overview. Trustees Brandon and Booker made comments. Mr. Walsh and Ms. Smith responded to concerns.

**Motioned by Trustee Jones and Seconded by Trustee Sanchez to approve and accept the findings and recommendations, draft the Ordinance Approving the variation for Special Use for final approval at the next Board Meeting.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**Village Attorney Report:**

- A. Memorandum regarding Village Regulation of Home Kitchen Occupations, Cottage Food Operations and Retail Sale of Baked Goods Ordinance, dated September 9, 2020 from Klein, Thorpe and Jenkins, Ltd.

**Motioned by Trustee Jones and Seconded by Trustee Sanchez to allow the attorney and staff to bring forth a draft Ordinance in regard to Home Kitchen.**

**Discussion:** Discussion ensued.

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones and K. Wellington

**Nays:** Trustees S. Sanchez and N. Booker

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- B. Memorandum regarding the Status of the Northwest Corner of 1<sup>st</sup> and Lake Development (Maywood Equity Group, LLC) dated from September 9, 2020 from Klein, Thorpe and Jenkins, Ltd.

**Information Only**

**Omnibus Agenda Items:****Motioned by Trustee Jones and Seconded by Trustee Brandon for the approval of the Omnibus Agenda Items A – O.**

**A.** Approval of payment to AccuTron Systems, Inc. for computer consulting services for the month of September 2020 in the amount of \$6,300.00. **B.** Approval of payment to Allied Waste Service for garbage and rollover services for the months of June 2020 and July 2020 in the amount of \$309,790.00. **C.** Approval of payment to Blue Cross Blue Shield for Health Insurance Premiums for the month of September 2020 in the amount of \$287,441.99. **D.** Approval of payment to City Wide of Chicago for janitorial services for the Village of Maywood in the amount of \$15,049.04. **E.** Approval of payment to First Insurance Funding for General Liability Insurance installment payment due September 1, 2020 in the amount of \$14,898.45. According to the Finance Department, this item has already been paid. **F.** Approval of payment to Hancock Engineering for engineering services rendered for the Village of Maywood Public Works Department in the amount of \$37,920.00. **G.** Approval of payment to Illinois Environmental Protection Agency for the Water Revolving Fund-Drinking Water Project in the amount of \$27,106.99. **H.** Approval of payment to Village of Melrose Park for water services provided from the Village of Melrose Park to the Village of Maywood in the amount of \$54,600.25. **I.** Approval of payment to West Central Municipal Conference for Fiscal Year 2020-2021 Membership Dues in the amount of \$21,462.07. **J.** Approval of payment to Word Systems, LLC for contract base billing September 1, 2020 to August 31, 2021 for the Village of Maywood Police Department in the amount of \$5,762.52. **K.** A Resolution Approving and Authorizing the Execution of a Bid Response and Construction Contract between the Village of Maywood and M&J Asphalt Paving Company, Inc. in the amount of \$395,858.50 to complete the 2020 MFT Roadway Improvements Project and Authorizing the Expenditure of MFT Funds to pay for the work. **L.** A Resolution Authorizing and Approving the Execution of an Agreement Between the Village of Maywood and Service Employees International Union (SEIU) Local No. 73 for all Technical Support Bargaining Unit Members (Term: December 1, 2019 To November 30, 2022), with the Agreement attached to the Resolution as Exhibit "A". **M.** Statement for Legal Services for July 2020 Pertaining to General Matters, in the amount of \$4,130.00. **N.** Statement for Legal Services for July 2020 Pertaining to Employment and Labor Matters, Litigation Matters, and Economic Redevelopment Matters and Miscellaneous Matters, in the total amount of \$31,014.30. **O.** Consideration to approve payment for Fire Department Reserve Ambulance 508 Accident Repairs that was involved in an accident with a civilian vehicle at the intersection of 17th Ave. and Bataan Road. Requesting payment in the amount of \$13,334.38 to be paid to Area Towing for the restoration services performed on this vehicle "with a bid waiver."

**Discussion:** None**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker**Nays:** None**Abstain:** None**Absent:** Trustee M. Lightford**Motion Carried****New Business:**

A. Discussion and consideration pursuant to 150.027 "Boarding Windows and Doors". (Trustee N. Booker)

Discussion ensued. Trustee Booker and Mr. Myers will communicate on this matter.

**No Action Taken**

B. Discussion and consideration pursuant to "Business Loitering Ordinance Violations". (Trustee N. Booker)

Discussion ensued. Trustees Brandon, Jones and Sanchez made comments. Chief Talley responded.

**No Action Taken**

- C. Discussion and consideration pursuant to 92.24 "High Grass and Weeds; Trees and Bushes". (Trustee M. Lightford)

Discussion ensued. Trustees Booker and Sanchez made comments. Mr. Norfleet responded.

**No Action Taken**

- D. Discussion of Notice of Termination of Professional Services Agreement Regarding Digital Photo Red Verra Mobility) (copy of Notice of Termination prepared by KTJ), with a memorandum prepared by Police Chief Val Talley.

**No Action Required**

- E. Motion to Approve Execution and Delivery of Notice of Termination of Professional Services Agreement Regarding Digital Photo Red Light Traffic Enforcement between the Village of Maywood and American Traffic Solutions, LLC (now Verra Mobility). (Same attachment as Item 1 under New Business).

**Motioned by Trustee Sanchez and Seconded by Trustee Jones to approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- F. Discussion and consideration concerning Mexico Flag being raised to National Hispanic Heritage Month. Propose the Village of Maywood raise the Mexico Flag for National Hispanic Heritage Month from September 15 to October 15, 2020. (Trustee M. Jones).

**Motioned by Trustee Brandon and Seconded by Trustee Jones to approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

- G. Discussion concerning acknowledging the "Citizen of the Month" in the Village of Maywood. No attachments (Trustee A. Sanchez)

Mayor Perkins responded her office is already working on this.

**Old Business:**

- A. Discussion and consideration for MyCivic a comprehensive mobile app designed to promote civic engagement and enhance the quality of life in your community. (Trustee N. Booker).

Trustee Booker made a presentation.

**Motioned by Trustee Booker and Seconded by Trustee Sanchez to work with Civic 311 to transition away from the Q & A.**

**Discussion:** Trustee Brandon and Mayor Perkins mentioned proper procedures. Mr. Norfleet mentioned the similar Village system already in place not being implemented.

**Ayes:** Trustees A. Sanchez, K. Wellington and N. Booker

**Nays:** Mayor Perkins, Trustees I. Brandon and M. Jones

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Failed**

- B. Discussion of Intergovernmental Agreement between the Village of Maywood and the Maywood Park District relative to the Conveyance of Village-Owned Park Property, Equipment and Facilities.

Trustee Brandon questioned the bullet point referencing deleting restrictions prohibiting transferred properties from being sold, conveyed or lease for private residential, commercial, industrial or manufacturing development or purposes, or for any other non-recreational purposes. Attorney Jurusik suggested adjustments with Board approval, to keep the Village’s right for first refusal to get the property back for non-recreational purposes can be applied Mr. Norfleet sought clarity for the bullet point referencing interfund loans made to the Village’s Recreation Fund in prior years. Attorney Jurusik was directed to handle this matter with the Park District.

**No Action Taken**

- C. Discussion and consideration regarding proposed Juneteenth Holiday to become a paid holiday.

**Motioned by Trustee Brandon and Seconded by Trustee Jones to move forward with Juneteenth as a paid holiday.**

**Discussion:** Trustees Brandon, Sanchez, Booker and Wellington made comments and suggestions. Mr. Norfleet mentioned overtime calculating issues with the police department and difficulty in defining time off with the “split holiday” method as suggested by Trustee Wellington.

**Ayes:** Trustees I. Brandon, M. Jones and A. Sanchez

**Nays:** Mayor Perkins, Trustees I. Wellington and N. Booker

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Failed**

**Board of Trustee Comments/Information - None**

**For Information Only – None**

**Closed Meeting Session:**

**Motioned by Trustee Brandon and Seconded by Trustee Sanchez to recess into Closed Session at 12:35 a.m. for the purpose of discussing:**

- A. The setting of a price for sale or lease of property owned by the Village (5 ILCS 120/2(c)(6)).

**Motioned by Trustee Brandon and Seconded by Trustee Jones to approve.**

**Discussion:** None

**Ayes:** Mayor Perkins, Trustees I. Brandon, M. Jones, A. Sanchez, K. Wellington and N. Booker

**Nays:** None

**Abstain:** None

**Absent:** Trustee M. Lightford

**Motion Carried**

**The Special Board Meeting was reconvened and Motioned by Trustee Brandon and Seconded by Trustee Jones to adjourn at 12:46 a.m.**

---

Edwenna Perkins, Mayor

---

Viola Mims, Village Clerk

cc: Mayor Perkins  
 Board of Trustees  
 Village Clerk, Viola Mims  
 Willie Norfleet Jr., Village Manager

**VILLAGE OF MAYWOOD**

**Warrant List #200499 through September 30, 2020**

The President and Board of Trustees of the Village of Maywood approve the following Warrant, as stated below and authorize the payment when funds are available.

\_\_\_\_\_  
President

\_\_\_\_\_  
Village Manager

Attest

\_\_\_\_\_  
Clerk

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103229	CLIFFE PRINTING COMPANY	FIR-BUSINESS LETTERHEAD	FIRE	152.00
103229	CLIFFE PRINTING COMPANY	POL PRINTING PRISONERS FORMS	POLICE	1,128.00
103229	CLIFFE PRINTING COMPANY	POL PRINTING	POLICE	410.00
103229	CLIFFE PRINTING COMPANY	POL ENVELOPES	POLICE	850.00
103229	CLIFFE PRINTING COMPANY	POL-ENVELOPES/CASE JACKETS	POLICE	850.00
Total 103229:				3,390.00
103297	A&M Fence Corporation	FENCE REPLACEMENT *411 N 4TH	HUMAN RESOURCES	1,810.00
Total 103297:				1,810.00
103298	ALLIED WASTE SERVICES	P/U & GARBAGE DISPOSAL JUN 2020	WATER COLLECTIONS	154,895.00
103298	ALLIED WASTE SERVICES	P/U & GARBAGE DISPOSAL JUL 2020	WATER COLLECTIONS	154,895.00
Total 103298:				309,790.00
103299	BETTYE J. BROWN	VMO-TEMP RCPTIONIST 8/24-9/4	HUMAN RESOURCES	1,200.00
Total 103299:				1,200.00
103300	COOK COUNTY DEPARTMENT	RETAIL FOOD REPORTS JAN-MAR 2020	CODE ENFORCEMENT	7,100.00
Total 103300:				7,100.00
103301	DEPT.OF CENTRAL MANAGEMENT SV	TECHNOLOGY MANG REVOLVING	POLICE	1,957.88
103301	DEPT.OF CENTRAL MANAGEMENT SV	COMMUNICATION CHARGES	POLICE	978.94
Total 103301:				2,936.82
103302	EDWIN HANCOCK ENGINEERING CO	2020 MAINTENANCE RFP ASSISTANCE	PUBLIC WORKS	911.00
Total 103302:				911.00
103303	FIRE SERVICE INCORPORATED	FIR- LADDER TRUCK 502 HYDRAULIC FLUI	FIRE	370.13
103303	FIRE SERVICE INCORPORATED	FIR-502-ALTENATOR REPLACEMENT AND	FIRE	4,709.73
Total 103303:				5,079.86
103304	H&H ELECTRIC COMPANY	LOCATES	PUBLIC WORKS	458.86
103304	H&H ELECTRIC COMPANY	ST LIGHT MAINT CMLPTD 4/13/20	PUBLIC WORKS	1,151.64
103304	H&H ELECTRIC COMPANY	ST LIGHT MAINT CMLPTD 5/31	PUBLIC WORKS	108.80
Total 103304:				1,719.30
103305	ICL, INC.	FIN-ACCTNG CNSLTNG SV 5/1-7/31	FINANCE	3,600.00
Total 103305:				3,600.00
103306	MARK DWYER	COD-PLUMBING SVC 08/23/20-09/04/20	CODE ENFORCEMENT	800.00
Total 103306:				800.00
103307	SAMUEL VALTIERREZ	COD*ELECTRICAL SVCS 08/23/20-08/28/20	LAW	600.00
Total 103307:				600.00
103308	UNIQUE PLUMBING CO	ROOSEVELT WATER MAIN PROJECT		165,905.63

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
Total 103308:				165,905.63
103309	VOYA INSTITUTIONAL TRUST CO.	5% CONTRIBUTION *W.NORFLEET	VILLAGE MANAGER	288.46
Total 103309:				288.46
103310	West Regional Enterprise Zone	MISALLOCATED CHECK	CODE ENFORCEMENT	10,000.00
Total 103310:				10,000.00
103311	ACCU-TRON COMPUTER SERVICE IN	COMPUTER CNSTLNG *SEPT 2020	MANAGEMENT INFORMATION SYSTE	6,300.00
Total 103311:				6,300.00
103312	ADT SECURITY SERVICES	BURGLAR ALARM *224 N 1ST	CODE ENFORCEMENT	408.19
Total 103312:				408.19
103313	ALEXZONDREA TAYLOR	P&F-CLERICAL WORK 8/24-9/4/2020	POLICE & FIRE COMMISSION	640.00
Total 103313:				640.00
103314	AMERICAN ICE CREAM VENDORS IN	ICE CREAM CENSUS EVENT	2020 CENSUS GRANT	285.00
103314	AMERICAN ICE CREAM VENDORS IN	ICE CREAM CENSUS EVENT	2020 CENSUS GRANT	250.00
Total 103314:				535.00
103315	ANIBAL JESUS HERNANDEZ	ESCROW RELEASE *1816 S 22ND		4,000.00
Total 103315:				4,000.00
103316	ANIMAL WELFARE LEAGUE	COD-IMPOUNDED DOGS/CATS	CODE ENFORCEMENT	612.00
Total 103316:				612.00
103317	Audrey Chandler	FLOOD CONTROL PROGRAM	WATER & SEWER MAINTENANCE	1,750.00
Total 103317:				1,750.00
103318	BARBARA COLE	REIMB FOR *CENSUS MAILERS	2020 CENSUS GRANT	72.07
103318	BARBARA COLE	REIMB. FOR FOOD *CENSUS	2020 CENSUS GRANT	53.31
Total 103318:				125.38
103319	BELLWOOD ELECTRIC MOTORS INC.	SERVICE PUMPS #2,3,4,5	PUMP STATION OPERATIONS	2,800.00
Total 103319:				2,800.00
103320	CHRISTOPHER BROWN	P&F-MEETING 9/10/2020	POLICE & FIRE COMMISSION	150.00
Total 103320:				150.00
103321	CLIFFE PRINTING COMPANY	INSPECTION NOTICES	LAW	192.00
103321	CLIFFE PRINTING COMPANY	CERT/PERMITS/APPLICATIONS	CODE ENFORCEMENT	1,225.00
Total 103321:				1,417.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103322	COOK COUNTY RECORDER OF DEED	LIENS FILING	LAW	1,184.00
Total 103322:				1,184.00
103323	DeLisa Woods	TREE REMOVAL PROGRAM	COMMUNITY DEVELOPMENT	900.00
Total 103323:				900.00
103324	DOOR AND WINDOW GUARD	BOARD UP SVCS 5/19 - 809 S. 10TH AVE.		274.00
103324	DOOR AND WINDOW GUARD	BOARD UP 811 S. 10TH AVE.		483.00
103324	DOOR AND WINDOW GUARD	RENTAL 7/19 - 811 S. 10TH AVE.		483.00
103324	DOOR AND WINDOW GUARD	RENTAL 8/19 - 811 S. 10TH AVE.		483.00
103324	DOOR AND WINDOW GUARD	RENTAL 8/17 - 809 S. 10TH AVE.		72.00
Total 103324:				1,795.00
103325	EDWIN HANCOCK ENGINEERING CO	2020 ALLEY AND ROADWAY IMPROVEMEN	TIF ADMINISTRATION	12,895.00
Total 103325:				12,895.00
103326	EILEEN OLIVIER	CENSUS EVENT	2020 CENSUS GRANT	299.02
103326	EILEEN OLIVIER	STIPEND *CENSUS WORKERS & REIMBUR	2020 CENSUS GRANT	1,642.74
Total 103326:				1,941.76
103327	FIDELITY NATIONAL TITLE COMPANY	REFUND OVERPAYMENT	WATER COLLECTIONS	58.56
Total 103327:				58.56
103328	FIRST INSURANCE FUNDING	CBP FEE	HUMAN RESOURCES	15.00
103328	FIRST INSURANCE FUNDING	CBP FEE	HUMAN RESOURCES	15.00
Total 103328:				30.00
103329	FORT DEARBORN	DISPOSABLE CLOTH FACE MASKS	PUBLIC WORKS	480.00
103329	FORT DEARBORN	HALF MASK RESPIRATOR	PUBLIC WORKS	172.50
103329	FORT DEARBORN	PARTICULATE FILTERS	PUBLIC WORKS	97.50
103329	FORT DEARBORN	LG NITRILE GLOVES	PUBLIC WORKS	155.41
103329	FORT DEARBORN	NITRILE DISPOSABLE GLOVES	PUBLIC WORKS	530.00
Total 103329:				1,435.41
103330	G & G Group	CENSUS REIMBUSEMRNT	2020 CENSUS GRANT	55.24
Total 103330:				55.24
103331	JAMES T BREWER	P&F-MEETING 9/10/2020	POLICE & FIRE COMMISSION	150.00
Total 103331:				150.00
103332	JAMES T. ESCO JR.	DJ FOR CENSUS EVENT	2020 CENSUS GRANT	400.00
Total 103332:				400.00
103333	JKS VENTURES, INC.	PW-LIMESTONE/GRADE 8 LIMESTONE	MOTOR FUEL TAX	1,570.25
Total 103333:				1,570.25

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103334	JOHN MARSHALL	REFUND RENTAL *VETERANS PARK	RECREATION SERVICES	100.00
Total 103334:				100.00
103335	JOHN RICE	PAVEMENT REPAIR-127 S. 9TH	WATER & SEWER MAINTENANCE	3,600.00
103335	JOHN RICE	PAVEMENT REPAIR-1510 S. 6TH	WATER & SEWER MAINTENANCE	3,600.00
103335	JOHN RICE	STREET PAVEMENT REPAIR 902 S. 4TH	WATER & SEWER MAINTENANCE	2,600.00
103335	JOHN RICE	PAVEMENT-1007 S. 17TH	WATER & SEWER MAINTENANCE	2,000.00
103335	JOHN RICE	PAVEMENT REPAIR-2018 S. 10TH	WATER & SEWER MAINTENANCE	3,600.00
103335	JOHN RICE	PAVEMENT REPAIR-29 N. 8TH	WATER & SEWER MAINTENANCE	3,600.00
103335	JOHN RICE	EMERGENCY BOARD-UP/SHORING		1,000.00
103335	JOHN RICE	REMOVAL OF HANGING GUTTER 9/8 1908		125.00
Total 103335:				20,125.00
103336	JSN Industrial USA, Inc.	CENSUS RENTAL EQUIPMENT	2020 CENSUS GRANT	445.00
Total 103336:				445.00
103337	Justina Howard Young	FLOOD CONTROL PROGRAM	WATER & SEWER MAINTENANCE	1,500.00
Total 103337:				1,500.00
103338	KOPY KAT	CENSUS -PRINTING SERVICE	2020 CENSUS GRANT	330.00
103338	KOPY KAT	BLACK INK SEAL	COMMUNITY DEVELOPMENT	51.00
103338	KOPY KAT	PRINTING BUSINESS CARDS	COMMUNITY DEVELOPMENT	70.00
Total 103338:				451.00
103339	LARRY SHAPIRO	REIMB.SNACKS FOR SENIOR CLUB	SPECIAL EVENT REVENUE	39.97
Total 103339:				39.97
103340	LEWIS LAWN SERVICE INC.	GRASS/DEBRIS 8/18 - 1205 RANDOLPH		40.00
Total 103340:				40.00
103341	MAGNUS AND ANDERSON	CUT/DEBRIS 5/25 - 600 S. 9TH		50.00
103341	MAGNUS AND ANDERSON	CUT/DEBRIS 6/1 - 1908 S. 5TH		50.00
103341	MAGNUS AND ANDERSON	CUT/DEBRIS 6/29 2008 S. 7TH		50.00
103341	MAGNUS AND ANDERSON	CUT/DEBRIS 1938 S. 1ST AVE.		60.00
Total 103341:				210.00
103342	MESIROW INSURANCE SERVICES	SURETY BOND *L.SATCHELL	HUMAN RESOURCES	297.50
Total 103342:				297.50
103343	MICRO CENTER	PURCHASE OF COMPUTER EQPMNT	MANAGEMENT INFORMATION SYSTE	1,499.95
Total 103343:				1,499.95
103344	PIPE-VIEW LLC	2020 SEWER CLEANING/TELEVISION	TIF ADMINISTRATION	346.61
Total 103344:				346.61
103345	RAI LAW LLC	SLOMCZEWSKI SETTLEMENT AGREEMEN	LAW	15,000.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
Total 103345:				15,000.00
103346	Reeltyme Creative Solutions LLC	CENSUS EVENT 8/15/2020	2020 CENSUS GRANT	250.00
Total 103346:				250.00
103347	RICHARD BARNES	REFUND RENTAL *WINFIELD SCOTT PARK	RECREATION SERVICES	100.00
Total 103347:				100.00
103348	RONEY RILEY	P&F-MEETING 9/10/2020	POLICE & FIRE COMMISSION	150.00
Total 103348:				150.00
103349	ROSE O'CAMPO	CENSUS EVENT	2020 CENSUS GRANT	97.21
Total 103349:				97.21
103350	Satin Chair.com	TABLE & CHAIRS RENTAL	2020 CENSUS GRANT	635.00
Total 103350:				635.00
103351	SBC GLOBAL SERVICES, INC.	MAINTENANCE BILLING	POLICE	373.94
103351	SBC GLOBAL SERVICES, INC.	MAINTENANCE BILLING	POLICE	373.94
Total 103351:				747.88
103352	SHEILA WESONGA	GRANT ADMIN SVCS	COMMUNITY DEVELOPMENT	1,937.50
Total 103352:				1,937.50
103353	SHERIDAN PLUMBING	REFUND HYDRANT METER	WATER COLLECTIONS	1,782.60
Total 103353:				1,782.60
103354	SHRED - IT US JV LLC	DOCUMENT SHRED SERVICE	FINANCE	2,543.15
Total 103354:				2,543.15
103355	Simply Rodding Plumbing	FIR- URINAL REPAIR FIRE STATION NO. 1	FIRE	340.00
Total 103355:				340.00
103356	SUN-TIMES MEDIA	LEGAL ADS	LAW	2,685.00
Total 103356:				2,685.00
103357	T.P.I.	COD-ELECTRIC & PLUMBING SVCS	CODE ENFORCEMENT	1,983.00
Total 103357:				1,983.00
103358	THEODORE YANCY	POWER WASH REIMBURSEMENT	POLICE	192.14
Total 103358:				192.14
103359	TRI COUNTY BOARD UP	BOARD UP - 811 S. 10TH AVE.		483.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1304 S. 21ST AVE.		425.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103359	TRI COUNTY BOARD UP	PLYWOOD - 48 S. 19TH AVE.		110.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1201 S. 17TH, UNIT B		75.00
103359	TRI COUNTY BOARD UP	BOARD UP- 501 WASHINGTON BLVD.		270.00
103359	TRI COUNTY BOARD UP	SERV. CHARGES & FRAMING 142 S. 17TH		87.00
103359	TRI COUNTY BOARD UP	BOARD UP - 811 S. 10TH AVE.		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 800 S. 17TH AVE.		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1307 S. 8TH AVE.		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 40 MADISON ST.		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1201 S. 17TH		180.00
103359	TRI COUNTY BOARD UP	BOARD UP -1938 S. 3RD AVE.		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1020 S. 17TH AVE., UNIT C		75.00
103359	TRI COUNTY BOARD UP	BOARD UP- 1205 S. 17TH , UNIT D		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1205 S. 17TH, UNIT C		110.00
103359	TRI COUNTY BOARD UP	BOARD UP- 1205 S. 17TH, UNIT D		110.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1205 S. 17TH, UNIT D		300.00
103359	TRI COUNTY BOARD UP	BOARD UP-1830 S. 20TH AVE		775.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1301 S. 6TH AVE		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 1201 S. 17TH, UNIT B		75.00
103359	TRI COUNTY BOARD UP	BOARD UP- 811 S. 16TH		75.00
103359	TRI COUNTY BOARD UP	BOARD UP - 501 WASHINGTON		145.00
Total 103359:				3,820.00
103360	TYWANNA RAND	CENSUS EVENTS	2020 CENSUS GRANT	1,560.00
Total 103360:				1,560.00
103361	WAYNE WELCH	P&F-MEETING 9/10/2020	POLICE & FIRE COMMISSION	200.00
Total 103361:				200.00
103362	Willie Woods	TREE REMOVAL PROGRAM	COMMUNITY DEVELOPMENT	750.00
Total 103362:				750.00
103363	YOLANA BROWN	BAND PERFORMER *SENIOR CLUB	SPECIAL EVENT REVENUE	500.00
Total 103363:				500.00
103364	CLIFFE PRINTING COMPANY	POL-TOW REPORTS	POLICE	410.00
103364	CLIFFE PRINTING COMPANY	POL-ENVELOPES/CASE JACKETS	POLICE	850.00
Total 103364:				1,260.00
103365	MILLER,CANFIELD,PADDOCK	PROF SVCS *BOND COVENANT	LAW	4,251.00
Total 103365:				4,251.00
103366	ALEXZONDREA TAYLOR	P&F-CLERICAL WORK 9/7-9/18	POLICE & FIRE COMMISSION	800.00
Total 103366:				800.00
103367	ASHLAND ADDISON FLORIST	VMO-SYMPATHY SPRAY	VILLAGE MANAGER	190.82
Total 103367:				190.82
103368	BETTYE J. BROWN	VMO-TEMP RECEPTIONIST 9/7-9/18	HUMAN RESOURCES	1,080.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
Total 103368:				1,080.00
103369	BRIANNA M. WHITE	REFUND SALE CANCELLED	CORPORATE	940.00
Total 103369:				940.00
103370	BROADVIEW TRUE VALUE HARDWAR	PW-MAINTENANCE SUPPLIES	PUBLIC WORKS	587.33
Total 103370:				587.33
103371	CITY WIDE OF CHICAGO	JANITORIAL SERVICES 4/1/20	LAND & BUILDINGS	7,524.52
103371	CITY WIDE OF CHICAGO	JANITORIAL SERVICES 5/1/20	LAND & BUILDINGS	7,524.52
Total 103371:				15,049.04
103372	CONTINENTAL RESEARCH CORPATIO	N.S.H. 2025 (20GAL)	PUBLIC WORKS	3,644.32
Total 103372:				3,644.32
103373	EDWENNA PERKINS	REIMB.FOOD/DRINKS *MUSIC IN THE PARK	SPECIAL EVENT REVENUE	235.36
Total 103373:				235.36
103374	EDWIN HANCOCK ENGINEERING CO	2020 GREEN INFRASTRUCTURE ALLEYS (	PUBLIC WORKS	2,055.00
103374	EDWIN HANCOCK ENGINEERING CO	2020 MFT ROADWAY/RESURFACING & WAT	PUBLIC WORKS	25,025.00
Total 103374:				27,080.00
103375	ENTENMANN-ROVIN CO	POLICE BADGES	POLICE	647.50
Total 103375:				647.50
103376	FANEFARE SPORTS	ADVERTISEMENT	COMMUNITY DEVELOPMENT	509.95
Total 103376:				509.95
103377	FIREGROUND SUPPLY, INC	FIR-FIRE DAMAGED REPAIR OF PROTECTI	FIRE	1,214.90
Total 103377:				1,214.90
103378	GLOBAL SURVELLIANCE.COM, INC.	VIDEO SURVEILANCE CAMERAS	POLICE	2,800.00
Total 103378:				2,800.00
103379	H&H ELECTRIC COMPANY	ST LIGHT MAINT Cmpltd 5/31/20	PUBLIC WORKS	4,129.31
Total 103379:				4,129.31
103380	HINCKLEY SPRINGS	WATER EQUIPMENT RENTAL	CODE ENFORCEMENT	285.76
Total 103380:				285.76
103381	ILLINOIS SECRETARY OF STATE	VEHICLE REGISTRATION	FINANCE	500.00
Total 103381:				500.00
103382	JOHN RICE	PAVEMENT-1200 S. 8TH (LEGION)	WATER & SEWER MAINTENANCE	3,200.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103382	JOHN RICE	SIDEWALK-1717 S. 9TH	WATER & SEWER MAINTENANCE	1,400.00
Total 103382:				4,600.00
103383	KLEIN, THORPE AND JENKINS LTD	LEGAL RETAINER SVCS *MAY 2020	LAW	3,926.50
Total 103383:				3,926.50
103384	LEWIS LAWN SERVICE INC.	GRASS/DEBRIS 8/10 - 302 S. 1ST		40.00
103384	LEWIS LAWN SERVICE INC.	GRASS/DEBRIS 9/21 - 30 N. 16TH		40.00
Total 103384:				80.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 6/22 - 1425 S. 17TH		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 6/22 - 1422 S. 13TH		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 6/22 - 1418 S. 2ND		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 6/22 - 1400 S. 7TH		1,500.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 7/6 - 906 S. 6TH		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 7/6 - 1600 S. 1ST		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 7/20 - 1601 S. 3RD		50.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 9/14 - 1818 S. 1ST		350.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 9/14 - 1607 S. 2ND		1,000.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 9/14 - 1237 S. 20TH		1,700.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 9/14 - 1113 S. 5TH		2,000.00
103385	MAGNUS AND ANDERSON	CUT/DEBRIS 9/14 - 1308 S. 1ST		2,300.00
Total 103385:				9,150.00
103386	MARK DWYER	PLUMBING SERVICES	CODE ENFORCEMENT	533.32
Total 103386:				533.32
103387	MICRO CENTER	COMPUTER EQUIPMENT	MANAGEMENT INFORMATION SYSTE	1,029.96
Total 103387:				1,029.96
103388	MINOLTA BUSINESS SOLUTIONS	COPIER RENTAL *POLICE	POLICE	348.16
103388	MINOLTA BUSINESS SOLUTIONS	COPIER RENTAL *POLICE	POLICE	348.16
103388	MINOLTA BUSINESS SOLUTIONS	COPIER RENTAL *CODE	CODE ENFORCEMENT	181.05
Total 103388:				877.37
103389	MP AUTO SALES & REPAIR, INC	POL UNIT 148 REPLACE RADIATOR	POLICE	780.00
103389	MP AUTO SALES & REPAIR, INC	POL UNIT 869 OIL CHANGE	POLICE	120.00
103389	MP AUTO SALES & REPAIR, INC	UNIT 118 POL MOTOR MOUNT	POLICE	329.00
Total 103389:				1,229.00
103390	NELLIE PITTMAN	POL REBURSEMENT	POLICE	59.52
Total 103390:				59.52
103391	OFFICE DEPOT	COD-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	688.08
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	189.99
103391	OFFICE DEPOT	COD-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	236.48
103391	OFFICE DEPOT	VMO-OFFICE SUPPLIES	VILLAGE MANAGER	417.81
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	205.26
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	249.99

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
103391	OFFICE DEPOT	COD-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	13.59
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	20.48
103391	OFFICE DEPOT	OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	178.52
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	51.14
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	358.17
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	19.99
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	70.99
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	229.99
103391	OFFICE DEPOT	C/DOFFICE SUPPLIES	COMMUNITY DEVELOPMENT	15.99
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	45.14
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	52.76
103391	OFFICE DEPOT	C/D-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	11.59
103391	OFFICE DEPOT	COD-OFFICE SUPPLIES	COMMUNITY DEVELOPMENT	315.39
Total 103391:				3,371.35
103392	OGDEN AUTO GLASS	COD-FORD PICKUP-WINDSHIELD	CODE ENFORCEMENT	140.00
Total 103392:				140.00
103393	PAYLESS AUTO BODY	FIR- BODY AND PAINT REPAIR	FIRE	13,334.38
Total 103393:				13,334.38
103394	SEAWAY SUPPLY COMPANY	FIR- CLEANER, DEODORIZERS AND SQUE	FIRE	284.04
103394	SEAWAY SUPPLY COMPANY	FIR-JANITORIAL SUPPLIES	FIRE	367.52
Total 103394:				651.56
103395	SPRINT	TABLET PLANS	PRESIDENT & TRUSTEES	106.00
Total 103395:				106.00
103396	Starship	FOOD FOR CENSUS EVENT	2020 CENSUS GRANT	447.00
Total 103396:				447.00
103397	TAPPED IN INC	RE-FABRICATE NORTH ENRANCE PLATFO	POLICE	3,000.00
Total 103397:				3,000.00
103398	UNITED HOME LIFE INSURANCE CO.	POLICY #144245 AUG20-DEC20	HUMAN RESOURCES	1,118.65
Total 103398:				1,118.65
103399	VALDIMIR TALLEY JR	POL REIMBURSEMENT	POLICE	230.00
Total 103399:				230.00
103400	VICTOR E. PUSCAS, JR.	ADMIN HEARING SERVICES 9/18/20	COMMUNITY DEVELOPMENT	450.00
Total 103400:				450.00
103401	VOYA INSTITUTIONAL TRUST CO.	5% CONTRIBUTION *W.NORFLEET	VILLAGE MANAGER	288.46
Total 103401:				288.46
103402	WEST CENTRAL MUNICIPAL	FY 2020-2021 MEMBERSHIP DUES	POLICE	4,900.00

Check Number	Name	Description	Invoice GL Account Segment Title	Extended Price
Total 103402:				4,900.00
103403	WESTBROOK LOCK & KEY, INC.	CHANGE ENTRY DOOR LOCKS	POLICE	747.00
Total 103403:				747.00
103404	WIGIT'S TRUCK SERVICE	PW_END LOADER	PUBLIC WORKS	4,107.20
Total 103404:				4,107.20
103405	WINDOM PRODUCTIONS	VILLAGE BOARD MEETING/COMMUNITY N	VILLAGE MANAGER	2,500.00
Total 103405:				2,500.00
103406	ZERO DOWN TYME TELECOM, INC	FIR-PHONE SUPPORT SVC *JUN-AUG	FIRE	765.00
Total 103406:				765.00
Grand Totals:				739,459.93

VILLAGE OF MAYOOD

Warrant List #200499 through September 30, 2020

The President and Board of Trustees of the Village of Maywood approve the following Warrant, as stated below and authorize the payment when funds are available.

\_\_\_\_\_  
President

\_\_\_\_\_  
Village Manager

Attest

\_\_\_\_\_  
Clerk

# Memo

**To:** Board of Trustees, Village of Maywood  
**From:** Mayor Perkins, Liquor Commissioner  
**CC:** Willie Norfleet, Village Manager  
Michael Jurusik, Village Attorney  
**Date:** 9/25/2020  
**Re:** Liquor Control Commission Recommendations

---

Please be advised pursuant to roll call votes, indicated below, at the September 23, 2020 Local Liquor Control Commission meeting, I hereby recommend the below items for consideration and/or approval by the Board of Trustees of the Village of Maywood.

- 1. Recommend Amending Chapter 117.23 of the Village Code Class F License, by including Class F1 License and Class F-2 License**

Roll Call	Aye	Nay	Abstain	Absent
Liquor Comr. Mayor Perkins	X			
Comr. Leah Walker				X
Comr. Keith Moore	X			
Comr. Mary Larry	X			
Comr. Steve Smiley	X			
Comr. Rolando Villegas	X			



Edwenna Perkins, Liquor Commissioner

## **An Ordinance Amending Chapter 117.23**

### **Regarding Liquor License Classifications in the Village of Maywood:**

#### **Amend Class F (Banquet Facilities) License**

- 1.) By creating a Class F1 to allow consumption of alcoholic liquor and operate limited food service, which consist of a full kitchen or a limited kitchen with preparation of full meals or limited food service.**
  
- 2.) By creating a Class F2 outdoor liquor café license to permit sale and consumption of alcoholic beverages where patrons are being served complete meal or limited food service, which shall be an outdoor dining area with limited seating requirements.**

**Consideration and approval of creating new ordinances, with a recommendation to the Village President and Board of Trustees, for consideration of adoption.**

## CHAPTER 117: ALCOHOLIC BEVERAGES

### 117.23 CLASSIFICATIONS; FEES; NUMBER OF LICENSES.

(Current Ordinance)

**(F) Class F (banquet facilities) license .**

(1) There shall be licenses available for the retail sale of alcoholic liquor for consumption on the premises only by corporations or individuals who operate banquet facilities.

(2) Banquet facilities are dining facilities that serve meals, which are not open to the general public, but are rented to groups of not less than 10 persons for dinners, parties, weddings, and other similar functions.

(3) Class F licensees may serve alcoholic liquor only at those functions during which the licensee is also serving meals. The service of alcoholic liquor by a Class F licensee shall at all times be incidental or complementary to the service of meals.

(4) No person shall be served alcoholic liquor by a Class F licensee unless served by the licensee or his or her agents from a temporary patron bar.

(5) The annual fee for a Class F license shall be:

(a) Regular closing hours - \$1,000.

(b) Extended closing hours - \$1,300.

(6) Compliance with the hours of operation requirements of § [117.41](#) below.

(7) Compliance with the beverage alcohol sellers and servers education and training (BASSET) requirements of § [117.28](#) below.

(8) Compliance with the insurance and indemnification requirements of § [117.57](#) below, as applicable.

(Current Ordinance)

**(N) Class N (bar and grill) license.**

(1) A Class N license shall authorize the retail sale, on the authorized premises, of alcoholic liquor (beer, wine, spirits and other alcoholic liquor) by the drink for consumption on the premises.

(2) A Class N licensee may operate a limited food service restaurant, which can consist of a full kitchen for preparation of full meals or a limited kitchen (e.g., hot plates, small ovens, small deep fryers, microwaves, refrigerators and coolers, etc.) for preparation of a limited food menu (e.g. appetizers, salads, sandwiches, hamburgers, chicken wings, tacos and other casual dining fare) or the licensee may have a limited kitchen with a limited food menu, but also establish and maintain active business relationships with local and regional restaurants and food delivery services so that patrons can order and eat food from the menu or delivered to the restaurant.

(3) The retail sale, service and on-site consumption of alcohol beverages shall only occur while the kitchen is open and consumption of alcohol shall only be allowed where the patron has ordered and is waiting for food or is in the process of consuming food.

(4) There may be a patron bar or a service bar within the licensed premises.

(5) A Class N license shall be subject to all of the following conditions and such other appropriate conditions required by the corporate authorities of the Village in an ordinance approving the creation and issuance of such a liquor license:

(a) Consumption of beer, wine, spirits and other alcoholic liquor shall occur only within the licensed premises.

(b) Beer, wine and spirits shall not be sold in pitchers.

(c) No package sales shall be permitted.

(6) Billiards and/or pool tables or mechanical/electrical amusement devices, as defined and regulated in § 114.07 (Coin And Non-Coin Operated Amusement Devices), § 114.08 (Music Devices) and Chapter 125 (Video Gaming) of the Village Code or Illinois state law, shall be permitted on the licensed premises, including sports-related electronic video devices or video simulators and internet music stations and jukeboxes, provided that the devices or simulators are maintained in a separate area or room from the dining area or bar area, provided the licensee complies with the Village mechanical/electrical amusement device licensing requirements. Video gaming terminals, as regulated by the Illinois Video Gaming Act (235 ILCS 5/6-33) and Chapter 125 (Video Gaming) of this Code, may be operated on the licensed premises, provided the licensee complies with required state and Village licensing requirements.

(7) No holder of a Class N liquor license shall require a person to pay a cover charge or any other type or form of admission fee in order to be able to enter the premises for which the license was issued.

(8) The annual fee for a Class N liquor license shall be:

(a) Regular closing hours: \$1,250.

(b) Extended closing hours: \$2,000.

(9) Compliance with the hours of operation requirements of § [117.41](#) below.

(10) Compliance with the beverage alcohol sellers and servers education and training (BASSET) requirements of § [117.28](#) below.

(11) Compliance with the insurance and indemnification requirements of § [117.57](#) below, as applicable.

MARIELLA'S BANQUET HALL INC.  
124 South 5<sup>th</sup> Avenue  
Maywood, IL 60153

September 20, 2020

Re: Request to Amend Liquor License

The Honorable Mayor Perkins and Liquor Commission:

Due to COVID-19 we have been shut down since March 2020, making it an extremely difficult time for us. We have laid-off 20 employees, faced a \$50,000 real estate tax bill in 2020, and most events that were scheduled to take place in 2020 have been cancelled. Adding to the burden, the assessed value for our properties doubled, making the possibility of our next property tax bill to be close to \$100,000 a real one. This hardship echoes across the Country heavily impacting small family owned businesses. We have been in business here in the Village of Maywood for 30 years. The possibility of opening in 2021 is looking grim.

We would like to be able to host events when there are no private functions. We have seen many neighboring towns assist local restaurants, breweries, social clubs, bar/grills, by allowing them to use their sidewalks and parking lots as patios. This was our original idea. We came to the Village asking to convert 4 of our parking spaces into a patio and allow us to open to the general public with a limited food menu and/or allowing local food trucks to provide said meals to our patrons. This idea still holds for the upcoming 2021 year.

After further meetings with Village officials, it was advised that the easiest way to do this is by amending the current Class F liquor license and/or combine it with Class N, allowing our venues to be used for multiple purposes. We will continue to host private events, and when we do not have private events scheduled, we may host events. The combination of the license will allow us to open to the public and serve from a limited food menu. Combining/amending the licenses will also make it easier for our business to operate and stay in business since most events have been canceled for the remainder of the year and bookings for 2021 have come to a halt. Only obtaining the additional class N license will create an undue burden and make it less efficient for us to operate. Holding two separate liquor licenses will force us to have two different liquor inventories to manage. We are a small family owned business and this would not be efficient for us.

We have included examples on the second page. It is important to understand that some of these businesses are bar and grill first and banquet spaces second. We are the opposite, we are a banquet hall first, and the hosting other events is a supplement to our banquet hall, which will allow us to stay in business.

The livelihood of our business is dependent on this. If approved, this will be a new chapter in our business model for both Mariella's and the Village of Maywood. We hope that this can not only help an existing 30 plus year business, but also possibly attract new business.

We ask for your guidance and suggestions and plead for your acceptance of this addition to our current license.

**MARIELLA'S BANQUET HALL INC.**  
124 South 5<sup>th</sup> Avenue  
Maywood, IL 60153

We want to emulate what our similar surrounding businesses do.

Some examples are:

- 1) The Brauer House, Lombard, IL
- 2) Joes Live, Rosemont, IL
- 3) La Taverna, Melrose Park, IL
- 4) The Forge, Joliet, IL
- 5) Jim and Pete's, Elmwood Park, IL

Sincerely,

Antonio Sanchez Sr

# Memo

**To:** Board of Trustees, Village of Maywood  
**From:** Mayor Perkins, Liquor Commissioner  
**CC:** Willie Norfleet, Village Manager  
Michael Jurusik, Village Attorney  
**Date:** 9/25/2020  
**Re:** Liquor Control Commission Recommendations

---

Please be advised pursuant to roll call votes, indicated below, at the September 23, 2020 Local Liquor Control Commission meeting, I hereby recommend the below items for consideration and/or approval by the Board of Trustees of the Village of Maywood.

- 1. Recommend approval of the Class N “Bar and Grill” License for Mariella’s Banquet Hall, 124 S. 5<sup>th</sup> Ave. and Mariella’s II, 134 S. 5<sup>th</sup> Ave., with the approval being subject to Mariella’s Banquet Hall and Mariella’s II current Class F License being converted to a Class F1 License and Class F2 License, based on the Village Board of Trustees recommendation on amending the Village Code for Class F1 License and Class F2 License**

Roll Call	Aye	Nay	Abstain	Absent
Liquor Comr. Mayor Perkins	X			
Comr. Leah Walker				X
Comr. Keith Moore	X			
Comr. Mary Larry	X			
Comr. Steve Smiley	X			
Comr. Rolando Villegas	X			



Edwenna Perkins, Liquor Commissioner

New

THIS APPLICATION MUST BE COMPLETED WITH EITHER TYPEWRITTEN OR HANDWRITTEN LEGIBLE TEXT. APPLICATIONS THAT ARE NOT LEGIBLE WILL BE NOT ACCEPTED. PROVIDING INACCURATE INFORMATION SHALL BE CAUSE FOR LICENSE DENIAL AND/OR REVOCATION.

THE VILLAGE OF MAYWOOD LOCAL LIQUOR CONTROL COMMISSION RETAIL LIQUOR LICENSE APPLICATION

NEW / RENEWAL: New (\$750.00 Non-Refundable Application Fee for issuance of new Liquor License; one-time only fee)

DATE: 9-11-2020

Edwenna Perkins, Honorable Presiding Village President and Local Liquor Control Commissioner Village of Maywood, Illinois

Reference in this Application to an owner shall mean any person who is an owner of more than five percent (5%) of the corporation, a partner in a partnership or a member of a limited liability company, which is applying for the license. All questions must be answered completely. QUESTIONS ARE TO BE ANSWERED ACCURATELY. IF QUESTIONS ARE NOT ANSWERED ACCURATELY, THE LICENSE WILL BE SUBJECT TO REVOCATION. IT WILL NOT BE A DEFENSE THAT ANSWERS WERE GIVEN TO THE BEST OF THE ANSWERER'S KNOWLEDGE. IT IS YOUR RESPONSIBILITY TO ASCERTAIN THE ACCURACY OF YOUR RESPONSE. IF MORE SPACE IS NEEDED TO FULLY RESPOND, ATTACH A SEPARATE PAGE(S).

The undersigned (an owner), Antonio Sanchez Sr. (name), Owner (title) of Manella's Banquet Hall d/b/a Manella's Banquet Hall (business name and assumed name) makes application for a Class N liquor license, at the address of 124 South 5th Ave for the period ending December 31, 2020, and tenders the sum of \$ 750, the prescribed fee as set forth in the following:

SCHEDULE OF ANNUAL FEES FOR THE VARIOUS CLASSES OF RETAIL LIQUOR LICENSES (SECTIONS 117.23 and 117.26 OF THE MAYWOOD VILLAGE CODE (MVC)):

		Application Fee	Annual Fee (Regular**/Extended Hours)
CLASS A:	Full Service Restaurant	\$750.00	\$ 2,100.00 / \$ 2,400.00**
CLASS B:	Package Store	\$750.00	\$ 5,000.00* / \$10,000.00*
CLASS C:	Temporary License - Special Events (Non-Village Property; Two-Day Maximum)	\$ 75.00	\$ 75.00
CLASS D:	Club	\$750.00	\$ 1,250.00
CLASS E:	Temporary License (Per Day) Municipal Property Only	\$ 75.00	\$ 125.00
CLASS F:	Banquet Hall License	\$750.00	\$ 1,000.00 / \$1,300.00**
CLASS G:	Restaurant Beer and Wine Only	\$750.00	\$ 1,600.00 / \$1,900.00**
CLASS H:	Limited Service Restaurant; Beer and Wine Only	\$750.00	\$ 1,250.00 / \$1,550.00**
CLASS I:	Package Store - Beer and Wine Only	\$750.00	\$ 2,500.00
CLASS J:	Outdoor Cafe License	\$750.00	\$ 300.00
CLASS K:	Caterer License	\$750.00	\$ 750.00 / \$1,000.00**
CLASS L:	Limited Restaurant - Recreational Facility	\$750.00	\$ 1,550.00 / \$1,850.00**
CLASS M:	Video Gaming Cafe/Bistro - Beer and Wine Only	\$750.00	\$ 1,250.00 / \$2,000.00**
CLASS N:	Bar and Grill License	\$750.00	\$ 1,250.00 / \$2,000.00**

\*See Section 117.23(B)(2,3) for eligibility and annual fees for a Class B (Package Store) liquor license.

AN OWNER MUST COMPLETE THIS APPLICATION. IF A MANAGER IS TO BE EMPLOYED BY THE OWNER, THE MANAGER WILL ALSO HAVE TO COMPLETE AND SUBMIT AN APPLICATION, WHICH WILL BE MARKED AS A "SUPPLEMENTAL APPLICATION." NO FEE WILL BE CHARGED TO PROCESS THE SUPPLEMENTAL APPLICATION. EACH LICENSE TERMINATES ON THE 31<sup>ST</sup> DAY OF DECEMBER.

THIS INFORMATION MUST BE PROVIDED FOR EACH INDIVIDUAL, WHO WILL AT ANY PARTICULAR TIME, BE THE PERSON ON THE PREMISES, AND HAVE SUPERVISORY OR MANAGEMENT RESPONSIBILITY OVER OTHER EMPLOYEES. IF NEEDED, PLEASE PROVIDE REQUIRED INFORMATION ON A SEPARATE SHEET OF PAPER. ALL MANAGEMENT PERSONNEL MUST BE FINGERPRINTED BY THE MAYWOOD POLICE DEPARTMENT, AND MUST MAKE AN APPOINTMENT FOR FINGERPRINTING 72 HOURS IN ADVANCE. NO FINGERPRINTING WILL BE DONE WITHOUT AN APPOINTMENT.

SPECIAL EVENT LICENSE APPLICANTS MUST COMPLETE THE ATTACHED "SPECIAL EVENT RIDER."

INFORMATION ON APPLICANT AND PERSON COMPLETING THIS APPLICATION.  
Pursuant to Title XI, Chapter 117, Section 117.21 of the Maywood Village Code, please provide the following information.

A. Name: Antonio Sanchez Sr.  
Male:  Female:

B. Mailing Address: McKee Park IL 60160

C. Address of Residence: McKee Park IL 60160

D. Home Phone No.: \_\_\_\_\_ Cell: \_\_\_\_\_

E. Work Phone No.: 708-343-1113 Pager: \_\_\_\_\_

F. Are You A Citizen of the U.S.? Yes (  ) No (  )

G. If naturalized citizen, time and place of naturalization: Chicago IL March 1994

H. Place of Birth: Durango, CO

I. Driver's License Number: \_\_\_\_\_

J. Height: 5' 7"

K. Weight: 250

L. Color of eyes: Brown

M. Color of hair: Black

N. Social Security number: XXX-XX-

O. Vehicles owned with registration numbers: \_\_\_\_\_

P. Businesses owned or operated within the last 5 years that required a liquor license, stating: (a) Name of business; (b) State and municipal liquor license numbers; (c) Address; and (d) Phone number.

Manella's Banquet Hall II  
Business Name

134 South 5<sup>th</sup> Ave. Maywood 708-343-1113  
Address Phone Number

Dates owned: From January 2017 To Present

Describe any liquor license incident requiring police intervention:

None

State liquor license # \_\_\_\_\_ Date of license \_\_\_\_\_

Municipal liquor license # \_\_\_\_\_ Date of license \_\_\_\_\_

Name, address and telephone number of municipality issuing liquor license:

Village of Maywood, 40 Madison St.

Q. Has any of the Applicant's liquor licenses ever been suspended or revoked?

Yes ( ) No (  ) Please Explain: \_\_\_\_\_

R. State your relationship to the business for which the license is sought. Owner

S. If this is a new license application, what kind of business was previously conducted in the space where you intend to operate your business? New license

Banquet Hall

T. Name and date of corporation to which license is to be issued. Manella's

Banquet Hall Inc.

U. Name, address, and phone number, under which the licensed business will be operated.

Manella's Banquet Hall 708-343-1113  
Business Name Phone Number

124 South 5<sup>th</sup> Ave Maywood, IL 60153  
Address City/State/Zip Code

V. Does the Applicant own the building or the space in which the business is located?  
Yes (  ) No ( ) [Attach proof of ownership (e.g., a deed) to this Application].

W. Does the applicant lease the building or the space in which the business is located?  
Yes ( ) No (  ) [Attach a certified copy of Lease to this Application]

- X. Is the nearest part of any church building used for worship services or educational programs within 100 feet of the nearest part of the proposed licensed premises?  
Yes ( ) No (✓)
- Y. Is any school (other than an institution of higher learning), hospital, home for the aged, indigent persons or for veterans, their spouses and/or children within 100 feet of the proposed licensed premises? Yes ( ) No (✓)
- Z. Do you have or intend to have a manager or a management contract with another entity or person, who is not a bona fide employee, to manage the licensed business for you?  
Yes ( ) No (✓)
- AA. If the answer to Question Number 8 is "Yes," state the name, age, address and telephone number of the manager, or for a management company state the same information, as applicable, for the company and for any assigned representative of the company who will serve as the on-site manager.

*(The manager or management company must complete and submit an Application, which will be marked as a "Supplemental Application.")*

- BB. Has the Applicant made application for similar or other liquor license on premises other than described in this application? Yes (✓) No ( )  
(If yes, provide disposition of such application on the Addendum)
- CC. Date of incorporation or organization of your company: May 2003  
(As applicable, attach a copy of the Articles of Incorporation, Articles of Organization, Shareholders Agreement, Operating Agreement and Partnership Agreement).
- DD. If the Applicant is a corporation or a limited liability company, has it ever been dissolved, either voluntarily or involuntarily? Yes ( ) No (✓) If yes, list the date of reinstatement:
- EE. If the Applicant is incorporated or organized in a state other than the State of Illinois, you must attach the document pursuant to which the company is qualified under Illinois law to transact business in Illinois.

1. List the names, addresses, dates of birth, telephone numbers and social security numbers of all Officers and Directors.

<u>Antonio Sanchez Sr.</u>	<u>_____</u>	<u>_____</u>	<u>President</u>
Name	Address		Office Held
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
Date of Birth	Social Security No.		Phone No.
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>Treasurer</u>
Name	Address		Office Held
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
Date of Birth	Social Security No.		Phone No.
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>Secretary</u>
Name	Address		Office Held
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
Date of Birth	Social Security No.		Phone No.

2. List the names, addresses, dates of birth and social security numbers of all partners (if a partnership), members (if a limited liability company), or shareholders who own in the aggregate more than 5% of the stock of the corporation.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

3. Is the Applicant a subsidiary of a parent corporation? NO. If so, state the name, address and telephone number of the parent corporation. (The Local Liquor Control Commission has the right to require that the parent company complete and submit this Application).

4. Is the Applicant obligated to pay a percentage of profits to any person or entity not listed in Question Numbers 1 and 2? Yes ( ) No (  ) If yes, explain and identify the name, address and telephone number of such persons or entities: \_\_\_\_\_

5. Has the Applicant or any person listed in Question Numbers 1 or 2 or any of your managers ever held another liquor license in the United States? Yes ( ) No ( ) If yes, state the dates, city and state of each license:

License Holder: Antonio Sanchez Sr. Date: February 1993  
 City and State: Delrose Park, FL 32606

License Holder: \_\_\_\_\_ Date: \_\_\_\_\_  
 City and State: \_\_\_\_\_

6. Has the Applicant or any person listed in Question Numbers 1 or 2 or any of your managers ever been denied a liquor license from any jurisdiction? Yes ( ) No (  ) If yes, state the particulars: \_\_\_\_\_

7. Has the Applicant or any person listed in questions 1 or 2, or any of your managers/personnel ever had a previous liquor license (whether wholesale or retail) revoked by the Federal Government or by any state, county or local government? Yes ( ) No (  ) If yes, explain: \_\_\_\_\_

8. Other than when making an initial application for a license, has the Applicant or any predecessor to or subsidiary or corporate parent entity of the Applicant ever been subject to charges, hearing or investigation by any jurisdiction with respect to a liquor license? NO If yes, please state: (a) the previous licensee; (b) the licensee(s) by names and addresses; (c) the address of the licensed premises; and (d) the names of the licensed establishment and the date or dates of such revocation or suspension: \_\_\_\_\_

9. If the answer to Question Numbers 6 or 7 is "Yes," describe every charge on a separate sheet: (a) the date of the charge; (b) the final disposition of the charge; and (c) name, address and telephone number of the municipality or other jurisdiction bringing the charge.

If no charges were involved, state the reason for the investigation or hearing:

\_\_\_\_\_

\_\_\_\_\_

10. Has the Applicant, persons listed in Question Numbers 1 and 2, or any Staff members, your managers, ever been found guilty of a felony, a misdemeanor, including but not limited to any gambling offense, the sale or use of illegal drugs or any alcohol related traffic offense? NO. If so, explain the charge, the date, the city and state where the charge was brought, and the disposition. This must include all findings of guilty, whether subsequently vacated or not and shall specifically include any orders of court supervision, whether satisfactorily completed or not.

Name of Person: \_\_\_\_\_ Charge: \_\_\_\_\_

Date: \_\_\_\_\_ City and State: \_\_\_\_\_

Disposition: \_\_\_\_\_

Name of Person: \_\_\_\_\_ Charge: \_\_\_\_\_

Date: \_\_\_\_\_ City and State: \_\_\_\_\_

Disposition: \_\_\_\_\_

11. Please attach a verified financial statement showing the assets and liabilities of the Applicant dated no later than thirty (30) days prior to date of the Application. Additionally, a verified financial statement must be submitted for all persons who will share in the profits or losses of a limited liability company or a partnership, which seeks a liquor license, as well as for shareholders owning more than five percent (5%) of a corporation which applies for a license.

12. The Applicant's Retailer Occupational Tax Registration (ROT) Number: \_\_\_\_\_ and  
the Applicant's Federal Employer Identification Number (FEIN): \_\_\_\_\_

13. Is the Applicant delinquent in the payment of the Retailer's Occupational Tax (sales tax)? NO. If the answer is "Yes," explain: \_\_\_\_\_

\_\_\_\_\_

14. Is any person listed in Question Numbers 1 and 2 or any of your managers an elected public official? Yes (  ) No (  ) If yes, state the office and unit of government:  
Antonio Sanchez Jr. Village of Maywood Trustees

\_\_\_\_\_

15. Is any other person directly or indirectly connected with the operation, ownership or management of the Applicant's place of business or the premises to be licensed an elected public official? Yes ( ) No ( ). If yes, state the particulars: \_\_\_\_\_

Robbie Sanchez Jr Village of Maywood  
Trustee

16. Does any person listed in Question Numbers 1 or 2 or any of your managers hold any law enforcement office? Yes ( ) No (  ). If yes, name the title and agency:

Person: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

*(When answering Question Numbers 17 through 26, the term "person" shall include any partnership in which the person was a partner, any limited liability company in which the person was a member, or any corporation in which the person was or is more than a 5% shareholder).*

17. In the past two years, has any person listed in Question Numbers 1 or 2 or have any of your managers made any political contributions to any member of the Maywood Board of Trustees or to any member of the Illinois State Liquor Commission? Yes

18. If the answer to question number 17 is "Yes," identify each contribution and the amount:

Robbie Sanchez Jr \$500 to Maywood United Party (New District)

19. Does any person listed in Question Numbers 1 and 2 or any of your managers possess a current Federal Wagering or Gambling Device Stamp? NO. If so, state the reasons: \_\_\_\_\_

20. State the value of goods, wares and merchandise to be used in the business that are purchased and on hand at this time: \$50K estimate

21. If this is a renewal application, has the ownership or management changed in any manner since the prior application? NO. If yes, please explain the nature of the change(s): \_\_\_\_\_

22. Does the business that is proposed to be licensed currently carry Dram Shop Insurance coverage for the premises or have a binder for Dram Shop Insurance coverage to be issued upon approval of the liquor license? Yes. If so, attach a copy of the insurance certificate or binder. The Applicant should provide the Village Manager with at least a binder during the application review process in order to expedite the consideration of the application. A certificate of insurance meeting the requirements of the Maywood Village Code must be provided to the Village Manager following license approval in order for a liquor license to be issued.

23. If the premises are leased, does the owner of the premises carry Dram Shop or Liability Insurance coverage? \_\_\_\_\_. If so, attach a copy of the insurance certificate.

***(If the answer to either Question Number 24, 25 or 26 is "No," no license shall be issued pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code.)***

**24. Pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code, no license shall be issued if any of the below statements cannot be answered in the affirmative by the Applicant. By signing this Application, the Applicant affirmatively states that the Applicant is:**

- A. A person who is a resident of the Village (unless Subsections J, K or L apply).**
- B. A person of good character and reputation in the community in which he or she resides.**
- C. A person who is a citizen of the United States.**
- D. A person who has not been convicted of a felony under any federal or state law, unless the Local Liquor Control Commissioner determines, after investigation, that such person has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.**
- E. A person who has not been convicted of being the keeper of or is not keeping a house of ill fame.**
- F. A person who has not been convicted of pandering, sexual molestation or other crime or misdemeanor opposed to decency and morality.**
- G. A person whose license to sell alcoholic liquor has not been revoked for cause.**
- H. A person who at the time of application for renewal of license issued hereunder would be eligible for such license upon a first application.**
- I. A co-partnership, where all members of such co-partnership are qualified to obtain a license.**
- J. A corporation where:
  - (I) No officer, manager, or director, stockholder or stockholders thereof owning in the aggregate more than five percent (5%) of the stock of such corporation, is ineligible to receive a license hereunder for any reason other than citizenship and residency.**
  - (II) It is incorporated in Illinois and is in good standing under the laws of Illinois, or if an out of state or foreign corporation which is qualified under the Illinois Business Corporation Act to transact business in Illinois, it is in good standing under the state of incorporation.****

- K. A person whose place of business is conducted and physically controlled and operated by a manager or agent and such manager or agent possesses the same qualifications required of an individual licensee hereunder.
  - L. A person who has not been convicted of a violation of any federal or state law concerning the sale or use of illegal drugs, or the manufacture, possession or sale of alcoholic liquor, or has not forfeited his bond to appear in court to answer charges of any such violation, unless the Local Liquor Control Commissioner determines, after investigation, that such person has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.
  - M. A person who either owns the premises (or the beneficial interest in a land trust owning the premises) for which a license is sought, or has a lease thereon for the full period for which the license is to be issued.
  - N. A person who is a beneficial owner of the business to be operated by the licensee.
  - O. A person who is not any full-time employee or officer of the Village, including members of the local liquor control commission, the Village President, members of the Board of Trustees, any members of either the Plan Commission, the Zoning Board of Appeals and the Board of Fire and Police Commissioners, and no such employee, member or official shall be interested in any way, either directly or indirectly, in the manufacture, sale, or distribution of alcoholic liquors.
  - P. A person or entity to whom a federal wagering stamp has not been issued by the federal government for the current tax period.
  - Q. A person who has not been convicted of a gambling offense as proscribed by any of subsections (a) (3) through (a) (11) of Section 25-1 of, or as proscribed by Section 25-1.1 or 25-3 of, the Criminal Code of 1961, or as proscribed by a statute replaced by any of the aforesaid statutory provisions.
  - R. A person who is twenty-one (21) years of age or older.
  - S. A person who has obtained a state liquor license
25. Pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code, by signing this Application, the Applicant affirmatively states that:
- A. The Applicant has not been convicted of a felony or any other offenses prohibited under Title XI of the Maywood Village Code.
  - B. The Applicant will not violate any of the laws of the Village, the State or of the United States in the conduct or operation of the place of business to be licensed.

26. The Applicant shall complete and submit with this Application an Authorization for Release of Information Relative to Application for Retail Liquor License on a form approved by the Village and the attached Rider regarding the Village Code's prohibition on loitering.

IF A NEW MANAGER HAS BEEN OR IS ADDED TO THE BUSINESS, THAT PERSON MUST CONTACT THE MAYWOOD POLICE DEPARTMENT, (708) 450-4470, TO SCHEDULE AN APPOINTMENT TO BE FINGERPRINTED, AND MUST SUBMIT A SUPPLEMENTAL APPLICATION. THE APPOINTMENT SHOULD BE MADE MONDAY THROUGH FRIDAY FROM 9:00 A.M. TO 5:00 P.M.

A LIQUOR LICENSE IS NOT TRANSFERABLE. IF YOU ANTICIPATE A SALE OF THE BUSINESS, OR A CHANGE IN OWNERSHIP OR MANAGEMENT, IT IS YOUR SOLE RESPONSIBILITY TO ASSURE THAT THE REQUIRED NOTIFICATION AND/OR REAPPLICATION PROCESS IS STARTED AT LEAST 120 DAYS PRIOR TO THE CHANGE. ALL INVESTIGATIONS BY THE LOCAL AUTHORITIES MUST BE COMPLETED BEFORE THE LOCAL LIQUOR CONTROL COMMISSIONER AND LOCAL LIQUOR CONTROL COMMISSION WILL CONSIDER THE APPLICATION.

Corporate Seal  
(if applicant is corporation)

STATE OF ILLINOIS )  
                                  ) SS.  
COUNTY OF COOK )

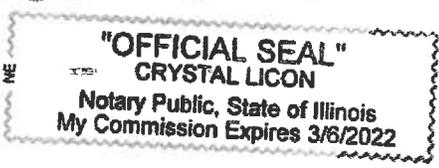
The undersigned, Antonio Sanchez, first being duly sworn, under oath deposes and says that he/they is/are the Applicant(s) for the license requested in the foregoing Application; that he/they is/are of good repute, character and standing and that answers to the questions asked in the foregoing Application are true and correct in every detail. I further state that I have read and understand the Code provisions of the Maywood Village Code that govern the sale and delivery of alcoholic beverages. I further agree not to violate any of the laws of the State of Illinois, the United States of America or any of the ordinances of the Village of Maywood in the conduct of my place of business.

I ALSO UNDERSTAND THAT AN UNTRUE, INCORRECT OR MISLEADING ANSWER GIVEN IN THIS APPLICATION IS SUFFICIENT CAUSE FOR THE REFUSAL TO GRANT OR THE REVOCATION OF ANY LICENSE GRANTED PURSUANT TO THIS APPLICATION.

I further give my permission to the Village of Maywood or any agency of the Village of Maywood to check with any agency or individual named or referred to in this Application to verify or clarify any answer that I have given.

Antonio Sanchez  
APPLICANT

Subscribed and Sworn to before me  
this 2nd day of September, 2020.  
Crystal Licon  
NOTARY PUBLIC



APPLICATION APPROVED:

\_\_\_\_\_  
Local Liquor Control Commissioner

Date: \_\_\_\_\_

Revised 7-7-2020

**RIDER TO MAYWOOD LIQUOR LICENSE APPLICATION**

Chapter 117 (Alcoholic Beverages), Subsection 117.59 (Liquor in public places; vehicles; No loitering) of the Maywood Village Code states as follows:

"(c) It shall be a violation of the Village's Liquor Ordinance for any holder of a liquor license to allow any person or persons to loiter on the licensed premises. The term loiter means: stand, sit or lie in or upon any private parking lot, private sidewalk, private walkway area, or private property utilized for public use, so as to hinder or obstruct unreasonably the free passage of pedestrians thereon or so as to prevent the free access into or out of the entrance(s) of any licensed premises, which is open to the public. A holder of a liquor license who violates this subsection shall be subject to citation and to all penalties provided in Section 117.99, including but not limited to monetary fines and suspension or revocation of his or her liquor license. Upon presentation to the Local Liquor Control Commissioner of evidence that a holder of a liquor license has been found guilty or entered a plea of guilty in a court of law for violation of this subsection, the Commissioner shall immediately suspend the liquor license held by that person for a period of seven (7) days, during which a public hearing shall be held. At the public hearing, a holder of a liquor license who has been found guilty in a court of law or who enters a plea of guilty relative to such a violation shall be subject to all penalties provided in Section 117.99, including but not limited to monetary fines and suspension or revocation of his or her liquor license."

I, THE UNDERSIGNED LIQUOR LICENSE APPLICANT, HAVE READ CHAPTER 117 (LIQUOR) OF THE MAYWOOD VILLAGE CODE, INCLUDING SUBSECTION 117.59 ABOVE, AND UNDERSTAND THE LIQUOR LICENSE REGULATIONS THAT ARE SET FORTH IN CHAPTER 117 AND MY OBLIGATION TO COMPLY WITH THE LIQUOR LICENSE REGULATIONS SET FORTH IN CHAPTER 117. IN THE EVENT THAT I AM ISSUED A LIQUOR LICENSE, I UNDERSTAND AND AGREE THAT ANY VIOLATION OF THE LIQUOR LICENSE REGULATIONS SET FORTH IN CHAPTER 117 SHALL RESULT IN ME BEING SUBJECT TO ALL PENALTIES PROVIDED IN SECTION 117.99, INCLUDING BUT NOT LIMITED TO MONETARY FINES AND SUSPENSION OR REVOCATION OF THE LIQUOR LICENSE.

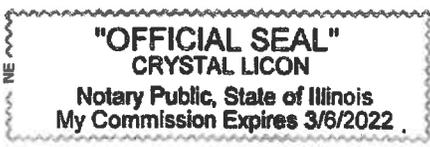
**LIQUOR LICENSE APPLICANT**

By: Antonio Sciesz  
Applicant

Date: 9-2-2020

By: Crystal Licon  
Notary Public

Date: 9-2-20



ILLINOIS Secretary of State USA  
DRIVER'S LICENSE



40 LIC NO: [REDACTED]  
45 EXP: 01/17/2021  
46 ISS: 10/26/2016

SANCHEZ  
ANTONIO

9 CLASS: D 9a END: NONE  
12 REST: NONE

15 SEX: M 16 HGT: 5-07"  
17 WGT: 190 LBS 18 EYES: BRN TYPE: DRS

19 DD 20161025349H67238

*Antonio Sanchez*



VILLAGE OF MAYWOOD  
 COMMUNITY DEVELOPMENT & FINANCE  
 2020 BUSINESS LICENSE & REGISTRATION APPLICATION

PLEASE PRINT OR TYPE (Must be completed in full)  
 DUE JANUARY 1, 2020

- New Business
- Renewal
- Home Based

Date: September 10, 2020

State License #: 30-0168971

IL Department of Revenue #: 3412-5639  
 (Business License cannot be issued without State numbers)

**1. General Information**

Name of Business: Mariella's Banquet Hall  
 Business Address: 124 South 5<sup>th</sup> Ave City: Maywood State: IL  
 Zip Code: 60153 Business Property PIN No: \_\_\_\_\_  
 Cell Phone No: \_\_\_\_\_ Telephone No: 708-343-1113  
 Fax No: \_\_\_\_\_ Email: mariellasbanquethall124@yahoo.com

**2. Emergency Contact Information:**

Antonio Sanchez 708-343-1113  
 Name Telephone #

**3. Business Owner's Information**

- Partnership/Firm
- Corporation

Antonio Sanchez  
 Name

Home Address Melrose Park 60160  
 City/State Zip

Telephone # \_\_\_\_\_ Emergency # \_\_\_\_\_

Additional owners Names	Address	Phone #

**4. Property Owner's Information**

Antonio Sanchez  
 Name

Home Address Melrose Park 60160  
 City/State Zip

Telephone # \_\_\_\_\_ Emergency # \_\_\_\_\_

**5. Select the type of business:**

- Food Service
- Retail
- Industrial
- Service
- Office
- Entertainment

6. Indicate total square footage: 6000 square feet

7. Hours and days of operation: Monday-Sunday Noon-Midnight (at will)

VILLAGE OF MAYWOOD  
COMMUNITY DEVELOPMENT & FINANCE  
2020 BUSINESS LICENSE & REGISTRATION APPLICATION

8. Please provide a brief description of the business: We are currently a Banquet Hall that would like to open our doors to the general public and offer a restaurant setting with a limited food and cocktail menu

Full-time employees # 4

Part-time employees # 4

Select All Boxes that Apply:

Restaurant # of seats 200

Gas Station # of pumps \_\_\_\_\_

Manufacturer  Print shop

Funeral Home

Used/ New Car Lot  New Car Lot

Automotive Supply/Repair

Laundromat  Cleaners

Car Wash

Towing Service  Beauty Shop

Barber Shop

Nail Shop  Beauty Supply Store

Electronics/Cell phones

Bakery  Grocery Store

General Merchandise Store

Candy  Cigarettes/Tobacco

Liquor Distributor

Food Vendors  Vending Machines

Clothing Store

Resale Shop  Hardware Store

Lawyer Office

Real Estate  Music Studio

Music Store

Video Shop  General Office

Florist

Pre-School  Medical Office

Pharmacy/Medical Supplies

Bank  Currency Exchange

Landscapers

Scavenger Service  Other \_\_\_\_\_

If you checked the Vending Machines Box above, please fill out the chart below.

VENDING MACHINES TO BE LICENSED	NO. OF MACHINES	FEE PER MACHINE	AMOUNT DUE
Candy/Coffee/Food/Soda/Soap/Trinkets		35	
Gumball		7	
Cigarettes		140	
Juke Box		105	
<b>Total Number of Machines</b>		<b>Total Due</b>	

Signature: Antonio Sanchez (Owner, Partner, or Officer)

**FOR OFFICE USE ONLY**

Zoning Class \_\_\_\_\_ Zoning Approval \_\_\_\_\_ Legal Approval \_\_\_\_\_

Permitted Use  Special Use  Prohibited Use  Fire \_\_\_\_\_  Other

Home Based  Vender Community Development Approval \_\_\_\_\_

Liens Y/N Water Liens Y/N Parking Tickets Y/N Financial Approval \_\_\_\_\_

**\*\*2 Signatures required before proceeding to Finance for Business License\*\***

Village of Maywood Clerk's Office  
2020 Liquor License Application Invoice

Invoice No.

**INVOICE**

**Customer**

Name Mariellas Banquet Hall Inc  
Address 124 South 5th Avenue  
City Maywood State IL ZIP 60153  
Phone 708-343-1113

**Misc**

Date 9/11/2020  
Order No.  
Rep  
FOB

Qty	Description	Unit Price	TOTAL
1	Class N Liquor License application fee	\$750.00	\$ 750.00
Licensed Location: 124 South 5th Avenue, Maywood, IL 60153			
SubTotal			\$ 750.00
Shipping			
TOTAL			\$ 750.00

**Payment**

Comments  
Name  
CC #  
Expires

Tax Rate(s)

Office Use Only

Village of Maywood - 40 East Madison, Maywood, IL 60153

**PAID**  
9/11/2020

**SEP 11 2020**

VILLAGE OF MAYWOOD  
40 EAST MADISON STREET, MAYWOOD, IL 60153

VILLAGE OF MAYWOOD  
40 MADISON STREET  
MAYWOOD IL 60153

Receipt No: 2.010464

Sep 11, 2020

MARIELLAS BANQUET HALL (124 S. 5TH)

CLERK	
LIQUOR LICENSE	750.00
	-----
Total:	750.00
	=====

MARIELLAS BANQUET HALL (134 S. 5TH)

CLERK	
LIQUOR LICENSE	750.00
	-----
Total:	750.00
	=====

CASH	1,500.00
------	----------

Payor:	
MARIELLAS BANQUET HALL (134 S. 5TH)	
Total Applied:	1,500.00
	-----

Change Tendered:	.00
	=====

09/11/2020 2:06 PM

New

THIS APPLICATION MUST BE COMPLETED WITH EITHER TYPEWRITTEN OR HANDWRITTEN LEGIBLE TEXT. APPLICATIONS THAT ARE NOT LEGIBLE WILL BE NOT ACCEPTED.	PROVIDING INACCURATE INFORMATION SHALL BE CAUSE FOR LICENSE DENIAL AND/OR REVOCATION.
---	---

**THE VILLAGE OF MAYWOOD  
LOCAL LIQUOR CONTROL COMMISSION  
RETAIL LIQUOR LICENSE APPLICATION**

**NEW / RENEWAL:** New  
 (\$750.00 Non-Refundable Application Fee for issuance of new Liquor License; one-time only fee)

**DATE:** 9-11-2020

Edwanna Perkins, Honorable Presiding Village President  
 and Local Liquor Control Commissioner  
 Village of Maywood, Illinois

Reference in this Application to an owner shall mean any person who is an owner of more than five percent (5%) of the corporation, a partner in a partnership or a member of a limited liability company, which is applying for the license. All questions must be answered completely. QUESTIONS ARE TO BE ANSWERED ACCURATELY, IF QUESTIONS ARE NOT ANSWERED ACCURATELY, THE LICENSE WILL BE SUBJECT TO REVOCATION. IT WILL NOT BE A DEFENSE THAT ANSWERS WERE GIVEN TO THE BEST OF THE ANSWERER'S KNOWLEDGE. IT IS YOUR RESPONSIBILITY TO ASCERTAIN THE ACCURACY OF YOUR RESPONSE.  
**IF MORE SPACE IS NEEDED TO FULLY RESPOND, ATTACH A SEPARATE PAGE(S).**

The undersigned (an owner), Antonio Sanchez Sr. (name),  
Owner (title) of Marcella's Banquet Hall II d/b/a  
Marcella's Banquet Hall II (business name and assumed name) makes application for a Class N  
 liquor license, at the address of 134 South 5th Ave for the period  
 ending December 31, 2020, and tenders the sum of \$ 750, the prescribed fee as set forth in  
 the following:

**SCHEDULE OF ANNUAL FEES FOR THE VARIOUS CLASSES OF RETAIL LIQUOR LICENSES (SECTIONS 117.23 and 117.26 OF THE MAYWOOD VILLAGE CODE (MVC)):**

	<u>Application Fee</u>	<u>Annual Fee</u> (Regular**Extended Hours)
CLASS A: Full Service Restaurant	\$750.00	\$ 2,100.00 / \$ 2,400.00**
CLASS B: Package Store	\$750.00	\$ 5,000.00* / \$10,000.00*
CLASS C: Temporary License - Special Events (Non-Village Property; Two-Day Maximum)	\$ 75.00	\$ 75.00
CLASS D: Club	\$750.00	\$ 1,250.00
CLASS E: Temporary Licenses (Per Day) Municipal Property Only	\$ 75.00	\$ 125.00
CLASS F: Banquet Hall Licenses	\$750.00	\$ 1,000.00 / \$1,300.00**
CLASS G: Restaurant Beer and Wine Only	\$750.00	\$ 1,600.00 / \$1,900.00**
CLASS H: Limited Service Restaurant; Beer and Wine Only	\$750.00	\$ 1,250.00 / \$1,550.00**
CLASS I: Package Store -- Beer and Wine Only	\$750.00	\$ 2,500.00
CLASS J: Outdoor Cafe License	\$750.00	\$ 300.00
CLASS K: Caterer License	\$750.00	\$ 750.00 / \$1,000.00**
CLASS L: Limited Restaurant -- Recreational Facility	\$750.00	\$ 1,550.00 / \$1,850.00**
CLASS M: Video Gaming Cafe/Bistro -- Beer and Wine Only	\$750.00	\$ 1,250.00 / \$2,000.00**
CLASS N: Bar and Grill License	\$750.00	\$ 1,250.00 / \$2,000.00**

\*See Section 117.23(B)(2,3) for eligibility and annual fees for a Class B (Package Store) liquor license.

AN OWNER MUST COMPLETE THIS APPLICATION. IF A MANAGER IS TO BE EMPLOYED BY THE OWNER, THE MANAGER WILL ALSO HAVE TO COMPLETE AND SUBMIT AN APPLICATION, WHICH WILL BE MARKED AS A "SUPPLEMENTAL APPLICATION." NO FEE WILL BE CHARGED TO PROCESS THE SUPPLEMENTAL APPLICATION. EACH LICENSE TERMINATES ON THE 31<sup>ST</sup> DAY OF DECEMBER.

THIS INFORMATION MUST BE PROVIDED FOR EACH INDIVIDUAL, WHO WILL AT ANY PARTICULAR TIME, BE THE PERSON ON THE PREMISES, AND HAVE SUPERVISORY OR MANAGEMENT RESPONSIBILITY OVER OTHER EMPLOYEES. IF NEEDED, PLEASE PROVIDE REQUIRED INFORMATION ON A SEPARATE SHEET OF PAPER. ALL MANAGEMENT PERSONNEL MUST BE FINGERPRINTED BY THE MAYWOOD POLICE DEPARTMENT, AND MUST MAKE AN APPOINTMENT FOR FINGERPRINTING 72 HOURS IN ADVANCE. NO FINGERPRINTING WILL BE DONE WITHOUT AN APPOINTMENT.

SPECIAL EVENT LICENSE APPLICANTS MUST COMPLETE THE ATTACHED "SPECIAL EVENT RIDER."

INFORMATION ON APPLICANT AND PERSON COMPLETING THIS APPLICATION.  
Pursuant to Title XI, Chapter 117, Section 117.21 of the Maywood Village Code, please provide the following information.

A. Name: Antonio Sanchez Sr.  
Male:  Female:

B. Mailing Address: ----- Melrose Park, IL 60160  
C. Address of Residence: ----- Melrose Park, IL 60160

D. Home Phone No.: ----- Cell: -----  
E. Work Phone No.: 708-343-1113 Pager: -----

F. Are You A Citizen of the U.S.? Yes (  ) No (  )

G. If naturalized citizen, time and place of naturalization: Chicago, IL March 1994

H. Place of Birth: Durango, Mexico

I. Driver's License Number: -----

J. Height: 5' 7"

K. Weight: 200

L. Color of eyes: Brown

M. Color of hair: Black

N. Social Security number: -----

O. Vehicles owned with registration numbers: Tan Mercedes Grand Marquis  
Black Chevy Pick Up

P. Businesses owned or operated within the last 5 years that required a liquor license, stating: (a) Name of business; (b) State and municipal liquor license numbers; (c) Address; and (d) Phone number.

Mariella's Banquet Hall  
Business Name

124 South 5<sup>th</sup> Ave, Maywood Phone Number 708-343-1113  
Address

Dates owned: From 2001 To Present

Describe any liquor license incident requiring police intervention:

None

State liquor license # \_\_\_\_\_ Date of license \_\_\_\_\_

Municipal liquor license # \_\_\_\_\_ Date of license \_\_\_\_\_

Name, address and telephone number of municipality issuing liquor license:

Village of Maywood

Q. Has any of the Applicant's liquor licenses ever been suspended or revoked?

Yes ( ) No () Please Explain: \_\_\_\_\_

R. State your relationship to the business for which the license is sought. Owner

S. If this is a new license application, what kind of business was previously conducted in the space where you intend to operate your business? Yes Banquet Hall

T. Name and date of corporation to which license is to be issued. Mariella's

Banquet Hall II Inc. January 2015

U. Name, address, and phone number, under which the licensed business will be operated.

Mariella's Banquet Hall II Phone Number 708-466-9326  
Business Name

134 South 5<sup>th</sup> Ave City/State/Zip Code Maywood IL 60153  
Address

V. Does the Applicant own the building or the space in which the business is located?  
Yes () No ( ) [Attach proof of ownership (e.g., a deed) to this Application].

W. Does the applicant lease the building or the space in which the business is located?  
Yes ( ) No () [Attach a certified copy of Lease to this Application]

- X. Is the nearest part of any church building used for worship services or educational programs within 100 feet of the nearest part of the proposed licensed premises?  
Yes ( ) No (✓)
- Y. Is any school (other than an institution of higher learning), hospital, home for the aged, indigent persons or for veterans, their spouses and/or children within 100 feet of the proposed licensed premises? Yes ( ) No (✓)
- Z. Do you have or intend to have a manager or a management contract with another entity or person, who is not a bona fide employee, to manage the licensed business for you?  
Yes ( ) No (✓)
- AA. If the answer to Question Number 8 is "Yes," state the name, age, address and telephone number of the manager, or for a management company state the same information, as applicable, for the company and for any assigned representative of the company who will serve as the on-site manager.

*(The manager or management company must complete and submit an Application, which will be marked as a "Supplemental Application.").*

- BB. Has the Applicant made application for similar or other liquor license on premises other than described in this application? Yes (✓) No ( )  
(If yes, provide disposition of such application on the Addendum)
- CC. Date of incorporation or organization of your company: May 2003  
(As applicable, attach a copy of the Articles of Incorporation, Articles of Organization, Shareholders Agreement, Operating Agreement and Partnership Agreement).
- DD. If the Applicant is a corporation or a limited liability company, has it ever been dissolved, either voluntarily or involuntarily? Yes ( ) No (✓) If yes, list the date of reinstatement:
- EE. If the Applicant is incorporated or organized in a state other than the State of Illinois, you must attach the document pursuant to which the company is qualified under Illinois law to transact business in Illinois.

1. List the names, addresses, dates of birth, telephone numbers and social security numbers of all Officers and Directors.

<u>Antonio Sanchez Sr.</u>	Address	<u>President</u>
		Office Held
<u>Lucretia Sanchez</u>	Social Security No.	<u>708-343-1113</u>
		Phone No.
<u>Marietta Sanchez</u>	Address	<u>Treasurer</u>
		Office Held
<u>Marietta Sanchez</u>	Social Security No.	
		Phone No.
	Address	<u>Secretary</u>
		Office Held
	Social Security No.	
		Phone No.

2. List the names, addresses, dates of birth and social security numbers of all partners (if a partnership), members (if a limited liability company), or shareholders who own in the aggregate more than 5% of the stock of the corporation.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

3. Is the Applicant a subsidiary of a parent corporation? NO. If so, state the name, address and telephone number of the parent corporation. (The Local Liquor Control Commission has the right to require that the parent company complete and submit this Application).

4. Is the Applicant obligated to pay a percentage of profits to any person or entity not listed in Question Numbers 1 and 2? Yes ( ) No (✓) If yes, explain and identify the name, address and telephone number of such persons or entities:

5. Has the Applicant or any person listed in Question Numbers 1 or 2 or any of your managers ever held another liquor license in the United States? Yes (✓) No ( ) If yes, state the dates, city and state of each license:

License Holder: Antonio Sanchez Sr. Date: May 2013  
 City and State: Maywood, IL

License Holder: \_\_\_\_\_ Date: \_\_\_\_\_  
 City and State: \_\_\_\_\_

6. Has the Applicant or any person listed in Question Numbers 1 or 2 or any of your managers ever been denied a liquor license from any jurisdiction? Yes ( ) No (✓) If yes, state the particulars:

7. Has the Applicant or any person listed in questions 1 or 2, or any of your managers/personnel ever had a previous liquor license (whether wholesale or retail) revoked by the Federal Government or by any state, county or local government? Yes ( ) No (✓) If yes, explain:

8. Other than when making an initial application for a license, has the Applicant or any predecessor to or subsidiary or corporate parent entity of the Applicant ever been subject to charges, hearing or investigation by any jurisdiction with respect to a liquor license? No If yes, please state: (a) the previous licensor; (b) the licensee(s) by names and addresses; (c) the address of the licensed premises; and (d) the names of the licensed establishment and the date or dates of such revocation or suspension:

9. If the answer to Question Numbers 6 or 7 is "Yes," describe every charge on a separate sheet: (a) the date of the charge; (b) the final disposition of the charge; and (c) name, address and telephone number of the municipality or other jurisdiction bringing the charge.

If no charges were involved, state the reason for the investigation or hearing:

\_\_\_\_\_

10. Has the Applicant, persons listed in Question Numbers 1 and 2, or any Staff members, your managers, ever been found guilty of a felony, a misdemeanor, including but not limited to any gambling offense, the sale or use of illegal drugs or any alcohol related traffic offense? NO. If so, explain the charge, the date, the city and state where the charge was brought, and the disposition. This must include all findings of guilty, whether subsequently vacated or not and shall specifically include any orders of court supervision, whether satisfactorily completed or not.

Name of Person: \_\_\_\_\_ Charge: \_\_\_\_\_

Date: \_\_\_\_\_ City and State: \_\_\_\_\_

Disposition: \_\_\_\_\_

Name of Person: \_\_\_\_\_ Charge: \_\_\_\_\_

Date: \_\_\_\_\_ City and State: \_\_\_\_\_

Disposition: \_\_\_\_\_

11. Please attach a verified financial statement showing the assets and liabilities of the Applicant dated no later than thirty (30) days prior to date of the Application. Additionally, a verified financial statement must be submitted for all persons who will share in the profits or losses of a limited liability company or a partnership, which seeks a liquor license, as well as for shareholders owning more than five percent (5%) of a corporation which applies for a license.

12. The Applicant's Retailer Occupational Tax Registration (ROT) Number: \_\_\_\_\_ and  
the Applicant's Federal Employer Identification Number (FEIN): \_\_\_\_\_

13. Is the Applicant delinquent in the payment of the Retailer's Occupational Tax (sales tax)?  
NO. If the answer is "Yes," explain: \_\_\_\_\_

14. Is any person listed in Question Numbers 1 and 2 or any of your managers an elected public official? Yes (  ) No (  ) If yes, state the office and unit of government: \_\_\_\_\_

Village of Maywood / Trustee

15. Is any other person directly or indirectly connected with the operation, ownership or management of the Applicant's place of business or the premises to be licensed an elected public official? Yes (✓) No ( ). If yes, state the particulars:

Antonio Sanchez Jr / Trustee / Village of Maywood

16. Does any person listed in Question Numbers 1 or 2 or any of your managers hold any law enforcement office? Yes ( ) No (✓). If yes, name the title and agency:

Person: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

*(When answering Question Numbers 17 through 26, the term "person" shall include any partnership in which the person was a partner, any limited liability company in which the person was a member, or any corporation in which the person was or is more than a 5% shareholder).*

17. In the past two years, has any person listed in Question Numbers 1 or 2 or have any of your managers made any political contributions to any member of the Maywood Board of Trustees or to any member of the Illinois State Liquor Commission? Yes

18. If the answer to question number 17 is "Yes," identify each contribution and the amount:

\$500 to the now defunct Maywood United Party

19. Does any person listed in Question Numbers 1 and 2 or any of your managers possess a current Federal Wagering or Gambling Device Stamp? NO. If so, state the reasons:

20. State the value of goods, wares and merchandise to be used in the business that are purchased and on hand at this time: \$25,000 estimate

21. If this is a renewal application, has the ownership or management changed in any manner since the prior application? NO. If yes, please explain the nature of the change(s):

22. Does the business that is proposed to be licensed currently carry Dram Shop Insurance coverage for the premises or have a binder for Dram Shop Insurance coverage to be issued upon approval of the liquor license? Yes. If so, attach a copy of the insurance certificate or binder. The Applicant should provide the Village Manager with at least a binder during the application review process in order to expedite the consideration of the application. A certificate of insurance meeting the requirements of the Maywood Village Code must be provided to the Village Manager following license approval in order for a liquor license to be issued.

23. If the premises are leased, does the owner of the premises carry Dram Shop or Liability Insurance coverage? \_\_\_\_\_. If so, attach a copy of the insurance certificate.

***(If the answer to either Question Number 24, 25 or 26 is "No," no license shall be issued pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code.)***

24. Pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code, no license shall be issued if any of the below statements cannot be answered in the affirmative by the Applicant. By signing this Application, the Applicant affirmatively states that the Applicant is:

- A. A person who is a resident of the Village (unless Subsections J, K or L apply).
- B. A person of good character and reputation in the community in which he or she resides.
- C. A person who is a citizen of the United States.
- D. A person who has not been convicted of a felony under any federal or state law, unless the Local Liquor Control Commissioner determines, after investigation, that such person has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.
- E. A person who has not been convicted of being the keeper of or is not keeping a house of ill fame.
- F. A person who has not been convicted of pandering, sexual molestation or other crime or misdemeanor opposed to decency and morality.
- G. A person whose license to sell alcoholic liquor has not been revoked for cause.
- H. A person who at the time of application for renewal of license issued hereunder would be eligible for such license upon a first application.
- I. A co-partnership, where all members of such co-partnership are qualified to obtain a license.
- J. A corporation where:
  - (i) No officer, manager, or director, stockholder or stockholders thereof owning in the aggregate more than five percent (5%) of the stock of such corporation, is ineligible to receive a license hereunder for any reason other than citizenship and residency.
  - (ii) It is incorporated in Illinois and is in good standing under the laws of Illinois, or if an out of state or foreign corporation which is qualified under the Illinois Business Corporation Act to transact business in Illinois, it is in good standing under the state of incorporation.

- K. A person whose place of business is conducted and physically controlled and operated by a manager or agent and such manager or agent possesses the same qualifications required of an individual licensee hereunder.
  - L. A person who has not been convicted of a violation of any federal or state law concerning the sale or use of illegal drugs, or the manufacture, possession or sale of alcoholic liquor, or has not forfeited his bond to appear in court to answer charges of any such violation, unless the Local Liquor Control Commissioner determines, after investigation, that such person has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.
  - M. A person who either owns the premises (or the beneficial interest in a land trust owning the premises) for which a license is sought, or has a lease thereon for the full period for which the license is to be issued.
  - N. A person who is a beneficial owner of the business to be operated by the licensee.
  - O. A person who is not any full-time employee or officer of the Village, including members of the local liquor control commission, the Village President, members of the Board of Trustees, any members of either the Plan Commission, the Zoning Board of Appeals and the Board of Fire and Police Commissioners, and no such employee, member or official shall be interested in any way, either directly or indirectly, in the manufacture, sale, or distribution of alcoholic liquors.
  - P. A person or entity to whom a federal wagering stamp has not been issued by the federal government for the current tax period.
  - Q. A person who has not been convicted of a gambling offense as proscribed by any of subsections (a) (3) through (a) (11) of Section 28-1 of, or as proscribed by Section 28-1.1 or 28-3 of, the Criminal Code of 1961, or as proscribed by a statute replaced by any of the aforesaid statutory provisions.
  - R. A person who is twenty-one (21) years of age or older.
  - S. A person who has obtained a state liquor license
25. Pursuant to Title XI, Chapter 117, Section 117.22 of the Maywood Village Code, by signing this Application, the Applicant affirmatively states that:
- A. The Applicant has not been convicted of a felony or any other offenses prohibited under Title XI of the Maywood Village Code.
  - B. The Applicant will not violate any of the laws of the Village, the State or of the United States in the conduct or operation of the place of business to be licensed.

26. The Applicant shall complete and submit with this Application an Authorization for Release of Information Relative to Application for Retail Liquor License on a form approved by the Village and the attached Rider regarding the Village Code's prohibition on loitering.

IF A NEW MANAGER HAS BEEN OR IS ADDED TO THE BUSINESS, THAT PERSON MUST CONTACT THE MAYWOOD POLICE DEPARTMENT, (708) 450-4470, TO SCHEDULE AN APPOINTMENT TO BE FINGERPRINTED, AND MUST SUBMIT A SUPPLEMENTAL APPLICATION. THE APPOINTMENT SHOULD BE MADE MONDAY THROUGH FRIDAY FROM 9:00 A.M. TO 5:00 P.M.

**A LIQUOR LICENSE IS NOT TRANSFERABLE.** IF YOU ANTICIPATE A SALE OF THE BUSINESS, OR A CHANGE IN OWNERSHIP OR MANAGEMENT, IT IS YOUR SOLE RESPONSIBILITY TO ASSURE THAT THE REQUIRED NOTIFICATION AND/OR REAPPLICATION PROCESS IS STARTED AT LEAST 120 DAYS PRIOR TO THE CHANGE. ALL INVESTIGATIONS BY THE LOCAL AUTHORITIES MUST BE COMPLETED BEFORE THE LOCAL LIQUOR CONTROL COMMISSIONER AND LOCAL LIQUOR CONTROL COMMISSION WILL CONSIDER THE APPLICATION.

Corporate Seal  
(If applicant is corporation)

STATE OF ILLINOIS )  
                                  ) SS.  
COUNTY OF COOK )

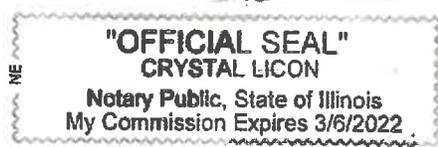
The undersigned, Antonio Sanchez, first being duly sworn, under oath deposes and says that he/they is/are the Applicant(s) for the license requested in the foregoing Application; that he/they is/are of good repute, character and standing and that answers to the questions asked in the foregoing Application are true and correct in every detail. I further state that I have read and understand the Code provisions of the Maywood Village Code that govern the sale and delivery of alcoholic beverages. I further agree not to violate any of the laws of the State of Illinois, the United States of America or any of the ordinances of the Village of Maywood in the conduct of my place of business.

I ALSO UNDERSTAND THAT AN UNTRUE, INCORRECT OR MISLEADING ANSWER GIVEN IN THIS APPLICATION IS SUFFICIENT CAUSE FOR THE REFUSAL TO GRANT OR THE REVOCATION OF ANY LICENSE GRANTED PURSUANT TO THIS APPLICATION.

I further give my permission to the Village of Maywood or any agency of the Village of Maywood to check with any agency or individual named or referred to in this Application to verify or clarify any answer that I have given.

Antonio Sanchez  
APPLICANT

Subscribed and Sworn to before me  
this 2nd day of September, 20 20.  
Crystal Licon  
NOTARY PUBLIC



**APPLICATION APPROVED:**

\_\_\_\_\_  
Local Liquor Control Commissioner

Date: \_\_\_\_\_

Revised 7-7-2020

**RIDER TO MAYWOOD LIQUOR LICENSE APPLICATION**

Chapter 117 (Alcoholic Beverages), Subsection 117.59 (Liquor in public places: vehicles; No loitering) of the Maywood Village Code states as follows:

"(c) It shall be a violation of the Village's Liquor Ordinance for any holder of a liquor license to allow any person or persons to loiter on the licensed premises. The term loiter means: stand, sit or lie in or upon any private parking lot, private sidewalk, private walkway area, or private property utilized for public use, so as to hinder or obstruct unreasonably the free passage of pedestrians thereon or so as to prevent the free access into or out of the entrance(s) of any licensed premises, which is open to the public. A holder of a liquor license who violates this subsection shall be subject to citation and to all penalties provided in Section 117.99, including but not limited to monetary fines and suspension or revocation of his or her liquor license. Upon presentation to the Local Liquor Control Commissioner of evidence that a holder of a liquor license has been found guilty or entered a plea of guilty in a court of law for violation of this subsection, the Commissioner shall immediately suspend the liquor license held by that person for a period of seven (7) days, during which a public hearing shall be held. At the public hearing, a holder of a liquor license who has been found guilty in a court of law or who enters a plea of guilty relative to such a violation shall be subject to all penalties provided in Section 117.99, including but not limited to monetary fines and suspension or revocation of his or her liquor license."

I, THE UNDERSIGNED LIQUOR LICENSE APPLICANT, HAVE READ CHAPTER 117 (LIQUOR) OF THE MAYWOOD VILLAGE CODE, INCLUDING SUBSECTION 117.59 ABOVE, AND UNDERSTAND THE LIQUOR LICENSE REGULATIONS THAT ARE SET FORTH IN CHAPTER 117 AND MY OBLIGATION TO COMPLY WITH THE LIQUOR LICENSE REGULATIONS SET FORTH IN CHAPTER 117. IN THE EVENT THAT I AM ISSUED A LIQUOR LICENSE, I UNDERSTAND AND AGREE THAT ANY VIOLATION OF THE LIQUOR LICENSE REGULATIONS SET FORTH IN CHAPTER 117 SHALL RESULT IN ME BEING SUBJECT TO ALL PENALTIES PROVIDED IN SECTION 117.99, INCLUDING BUT NOT LIMITED TO MONETARY FINES AND SUSPENSION OR REVOCATION OF THE LIQUOR LICENSE.

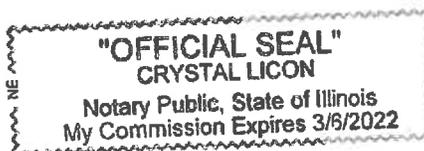
**LIQUOR LICENSE APPLICANT**

By: Antonio Sanchez  
Applicant

By: Crystal Licon  
Notary Public

Date: 9-2-2020

Date: 9-2-20



USA

Illinois  
Jesse White - Secretary of State  
DRIVER'S LICENSE



40 LIC NO [REDACTED]  
40 EXP: 07/27/2021  
1 SANCHEZ  
2 ANTONIO  
40 ISS: 10/26/2016

CLASS: D EYES: NONE  
REST: NONE

SEX: M HGT: 5-07"  
WGT: 190 LBS HAIR: BRN TYPE: ORG

7600 20161026516157238

*Antonio Sanchez*



VILLAGE OF MAYWOOD  
 COMMUNITY DEVELOPMENT & FINANCE  
 2020 BUSINESS LICENSE & REGISTRATION APPLICATION

PLEASE PRINT OR TYPE (Must be completed in full)  
 DUE JANUARY 1, 2020

- New Business
- Renewal
- Home Based

Date: September 10, 2020

State License #: 47-3728460

IL Department of Revenue #: 4202-9775  
 (Business License cannot be issued without State numbers)

**1. General Information**

Name of Business: Mariella's Banquet Hall II  
 Business Address: 134 South 5<sup>th</sup> Ave City: Maywood State: IL  
 Zip Code: 60153 Business Property PIN No: \_\_\_\_\_  
 Cell Phone No: \_\_\_\_\_ Telephone No: 708-343-1113  
 Fax No: \_\_\_\_\_ Email: mariellasbanquethall124@yahoo.com

**2. Emergency Contact Information:**

Antonio Sanchez 708-343-1113  
 Name Telephone #

**3. Business Owner's Information**

- Partnership/Firm
- Corporation

Antonio Sanchez  
 Name  
Melrose Park 60160  
 Home Address City/State Zip  
 Telephone # \_\_\_\_\_ Emergency # \_\_\_\_\_

Additional owners Names	Address	Phone #

**4. Property Owner's Information**

Antonio Sanchez  
 Name  
Melrose Park 60160  
 Home Address City/State Zip  
 Telephone # \_\_\_\_\_ Emergency # \_\_\_\_\_

**5. Select the type of business:**

- Food Service
- Retail
- Industrial
- Service
- Office
- Entertainment

6. Indicate total square footage: 2000 square feet

7. Hours and days of operation: Monday-Sunday Noon-Midnight (at will)

VILLAGE OF MAYWOOD  
COMMUNITY DEVELOPMENT & FINANCE  
2020 BUSINESS LICENSE & REGISTRATION APPLICATION

8. Please provide a brief description of the business: We are currently a Banquet Hall  
that would like to open our doors to the general public and offer a restaurant setting with a limited  
food and cocktail menu

Full-time employees # 4

Part-time employees # 4

Select All Boxes that Apply:

Restaurant # of seats 50

Gas Station # of pumps \_\_\_\_\_

Manufacturer

Print shop

Funeral Home

Used/ New Car Lot

New Car Lot

Automotive Supply/Repair

Laundromat

Cleaners

Car Wash

Towing Service

Beauty Shop

Barber Shop

Nail Shop

Beauty Supply Store

Electronics/Cell phones

Bakery

Grocery Store

General Merchandise Store

Candy

Cigarettes/Tobacco

Liquor Distributor

Food Vendors

Vending Machines

Clothing Store

Resale Shop

Hardware Store

Lawyer Office

Real Estate

Music Studio

Music Store

Video Shop

General Office

Florist

Pre-School

Medical Office

Pharmacy/Medical Supplies

Bank

Currency Exchange

Landscapers

Scavenger Service  Other \_\_\_\_\_

If you checked the Vending Machines Box above, please fill out the chart below.

VENDING MACHINES TO BE LICENSED	NO. OF MACHINES	FEE PER MACHINE	AMOUNT DUE
Candy/Coffee/Food/Soda/Soap/Trinkets		35	
Gumball		7	
Cigarettes		140	
Juke Box		105	
<b>Total Number of Machines</b>		<b>Total Due</b>	

Signature: Antonio Alvarez (Owner, Partner, or Officer)

**FOR OFFICE USE ONLY**

Zoning Class \_\_\_\_\_ Zoning Approval \_\_\_\_\_ Legal Approval \_\_\_\_\_

Permitted Use  Special Use  Prohibited Use  Fire \_\_\_\_\_  Other

Home Based  Vender Community Development Approval \_\_\_\_\_

Liens Y/N Water Liens Y/N Parking Tickets Y/N Financial Approval \_\_\_\_\_

**\*\*2 Signatures required before proceeding to Finance for Business License\*\***

Village of Maywood Clerk's Office  
2020 Liquor License Application Invoice

Invoice No.

**INVOICE**

**Customer**

Name Mariellas Banquet Hall Inc II  
Address 134 South 5th Avenue  
City Maywood State IL ZIP 60153  
Phone 708-343-1113

**Misc**

Date 9/11/2020  
Order No.  
Rep  
FOB

Qty	Description	Unit Price	TOTAL
1	Class N Liquor License application fee	\$750.00	\$ 750.00

Licensed Location: 134 South 5th Avenue, Maywood, IL 60153

SubTotal \$ 750.00  
Shipping \*\*

**TOTAL \$ 750.00**

**Payment**

Comments  
Name  
CC #  
Expires

Tax Rate(s)

Office Use Only

Village of Maywood - 40 East Madison, Maywood, IL 60153

MAIL  
DEPT

SEP 11 2020

VILLAGE OF MAYWOOD  
40 MADISON STREET, MAYWOOD IL 60153

VILLAGE OF MAYWOOD  
40 MADISON STREET  
MAYWOOD IL 60153

Receipt No: 2.010464

Sep 11, 2020

MARIELLAS BANQUET HALL (124 S. 5TH)

CLERK	
LIQUOR LICENSE	750.00
Total:	<u>750.00</u>

MARIELLAS BANQUET HALL (134 S. 5TH)

CLERK	
LIQUOR LICENSE	750.00
Total:	<u>750.00</u>

CASH	1,500.00
------	----------

Payor:	
MARIELLAS BANQUET HALL (134 S. 5TH)	
Total Applied:	<u>1,500.00</u>

Change Tendered:	<u>.00</u>
------------------	------------

09/11/2020 2:06 PM

**MARIELLA'S BANQUET HALL INC.**

**124 South 5<sup>th</sup> Avenue**

**Maywood, IL 60153**

September 20, 2020

Re: Request to Amend Liquor License

The Honorable Mayor Perkins and Liquor Commission:

Due to COVID-19 we have been shut down since March 2020, making it an extremely difficult time for us. We have laid-off 20 employees, faced a \$50,000 real estate tax bill in 2020, and most events that were scheduled to take place in 2020 have been cancelled. Adding to the burden, the assessed value for our properties doubled, making the possibility of our next property tax bill to be close to \$100,000 a real one. This hardship echoes across the Country heavily impacting small family owned businesses. We have been in business here in the Village of Maywood for 30 years. The possibility of opening in 2021 is looking grim.

We would like to be able to host events when there are no private functions. We have seen many neighboring towns assist local restaurants, breweries, social clubs, bar/grills, by allowing them to use their sidewalks and parking lots as patios. This was our original idea. We came to the Village asking to convert 4 of our parking spaces into a patio and allow us to open to the general public with a limited food menu and/or allowing local food trucks to provide said meals to our patrons. This idea still holds for the upcoming 2021 year.

After further meetings with Village officials, it was advised that the easiest way to do this is by amending the current Class F liquor license and/or combine it with Class N, allowing our venues to be used for multiple purposes. We will continue to host private events, and when we do not have private events scheduled, we may host events. The combination of the license will allow us to open to the public and serve from a limited food menu. Combining/amending the licenses will also make it easier for our business to operate and stay in business since most events have been canceled for the remainder of the year and bookings for 2021 have come to a halt. Only obtaining the additional class N license will create an undue burden and make it less efficient for us to operate. Holding two separate liquor licenses will force us to have two different liquor inventories to manage. We are a small family owned business and this would not be efficient for us.

We have included examples on the second page. It is important to understand that some of these businesses are bar and grill first and banquet spaces second. We are the opposite, we are a banquet hall first, and the hosting other events is a supplement to our banquet hall, which will allow us to stay in business.

The livelihood of our business is dependent on this. If approved, this will be a new chapter in our business model for both Mariella's and the Village of Maywood. We hope that this can not only help an existing 30 plus year business, but also possibly attract new business.

We ask for your guidance and suggestions and plead for your acceptance of this addition to our current license.

**MARIELLA'S BANQUET HALL INC.**  
124 South 5<sup>th</sup> Avenue  
Maywood, IL 60153

We want to emulate what our similar surrounding businesses do.

Some examples are:

- 1) The Brauer House, Lombard, IL
- 2) Joes Live, Rosemont, IL
- 3) La Taverna, Melrose Park, IL
- 4) The Forge, Joliet, IL
- 5) Jim and Pete's, Elmwood Park, IL

Sincerely,

Antonio Sanchez Sr.

# Memo

**To:** Board of Trustees, Village of Maywood

**From:** Mayor Perkins, Liquor Commissioner

**CC:** Willie Norfleet, Village Manager  
Michael Jurusik, Village Attorney

**Date:** 9/25/2020

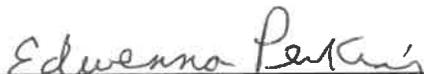
**Re:** Liquor Control Commission Recommendations

---

Please be advised pursuant to roll call votes, indicated below, at the September 23, 2020 Local Liquor Control Commission meeting, I hereby recommend the below items for consideration and/or approval by the Board of Trustees of the Village of Maywood.

1. Recommend approving "Extended Hours" request from Lucky Bernie's, 614 S. 5<sup>th</sup> Ave., Class M License

Roll Call	Aye	Nay	Abstain	Absent
Liquor Comr. Mayor Perkins	X			
Comr. Leah Walker				X
Comr. Keith Moore		X		
Comr. Mary Larry	X			
Comr. Steve Smiley	X			
Comr. Rolando Villegas	X			

  
\_\_\_\_\_  
Edwenna Perkins, Liquor Commissioner

**8/06/2020**

Lucky Bernie's Maywood LLC  
614 S.5<sup>th</sup> Avenue, Maywood IL  
708)-731-3942

**OBJECT: GRANT OF REQUEST FOR EXTENSION OF HOURS**

**To: Village of Maywood Liquor Commission,**

**Respectfully request to grant Extended Hours on our Business, we're trying to  
Build our Business back up for the community.**

**Thank You Respectfully,**



**Ramzi Fakhouri**



## Halloween Guidance

As we enter fall, families are starting to plan for the upcoming holiday season, starting with Halloween. Because some of the traditional ways to celebrate this holiday do not allow for proper social distancing, the Illinois Department of Public Health (IDPH) is providing the following guidance to allow for safe Halloween celebrations. Trick-or-treating events need to incorporate social distancing, masking, and proper handwashing, as well as adherence to [event size limitations](#). For this year, it would be safest to plan special events at home, using social media and other meeting platforms to connect with family and friends. However, for those who choose to celebrate in person IDPH is offering the following guidance. Please reference your local health department, village/city, or county information for guidance or policies specific to your location as well. The Centers for Disease Control and Prevention (CDC) offers additional guidance, available at <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/holidays.html#halloween>.

**As a reminder, if you think you could have COVID-19 or may have been exposed to someone with COVID-19, you should not participate in in-person Halloween festivities and should not give out candy to trick-or-treaters. Individuals at increased risk for severe illness should not attend in-person Halloween gatherings.**

### Neighborhood trick-or-treating

- 1) As an alternative to door-to-door trick-or-treating, anyone who would like to distribute treats should leave individually wrapped candy or treats on a table, on their front walkways, sidewalks, or any outdoor space that allows for at least 6 feet of social distance from the door. The individually wrapped candy should be spread out so each piece is not touching another. Anyone distributing candy or treats should wash their hands properly for at least 20 seconds before placing the candy on the table and when replenishing.
- 2) All individuals participating in trick-or-treating, including those passing out candy should maintain social distance of least 6 feet and wear [proper face coverings](#). A costume mask, such as those worn for Halloween, is not a substitute for a face covering. If face coverings are worn under costume masks, please ensure this does not create breathing problems, and if so, discard the costume mask.
- 3) Only household members should trick-or-treat together, and they should maintain 6-foot social distance from other trick-or-treaters at all times. Mixed household trick-or-treaters are discouraged.
- 4) Alcohol-based hand sanitizer should be carried and used frequently.
- 5) Candy collected during trick-or-treating should not be consumed until after handwashing. As always, a parent/guardian should check all candy to make sure it is wrapped and should discard unwrapped candy.

- 6) And, of course, practice good dental hygiene as well.
- 7) Outdoor areas are preferred for trick-or-treating. Enclosed indoor areas, like apartment buildings, present greater risk of transmission. Open doors and windows as appropriate to promote increased ventilation.

## Alternatives to Trick-or-Treating

Trunk or treat events are considered a higher risk activity and are discouraged. An alternative activity involves trick-or-treating in a large parking lot or other outdoor setting with adherence to social distancing. Tables are pre-set up with participants allowed to parade with a parent/guardian while maintaining at least 6-foot social distancing and wearing proper face coverings at all times. A limited number of people should staff the event, keeping tables replenished and monitoring social distancing. Proper handwashing should be performed before candy is consumed.

1. Recruit a set number of table sponsors.
2. Create a timed entry schedule to figure out what the attendance limit will be.
3. Create a map of where tables will be with plenty of space between.
4. Advertise with information about reserved time slots, social distancing, and mask wearing.
5. Package candies or favors in treat bags for easy distribution.
6. Create signage to direct the flow of foot traffic.
7. Draw markers on the ground to indicate 6 feet for social distancing.
8. Mask up and enjoy!

## Other Halloween Activities and Events

### Haunted Houses, Forests, or Walks

- Halloween haunted houses are currently not allowed in [Restore Illinois Phase 4 Guidelines](#). Instead consider open-air, one-way haunted forests or haunted walks where social distancing of 6 feet or greater and appropriate masking is enforced. If screaming is anticipated, even greater social distancing is advised to lower the risk of spreading respiratory viruses.

### Pumpkin Patches, Orchard Visits, and Hayrides

- Visitors to these locations should use hand sanitizer before handling the produce. Cloth face coverings and social distancing should be enforced.
- Hayrides should not exceed 50% capacity with parties spaced at least six feet apart. Best practice is for hayrides to be limited to members of the same household. Participants should wear a mask to keep your nose and mouth covered at all times when around people who don't live in your household.

### Fall Festival Events

- Avoid attending fall festivals outside your community if you live in an area with [community spread of COVID-19](#).

### Social Gatherings, Costume Parties in Adult Settings, Halloween Parties at Bars

- Large gatherings with more people are considered higher risk than smaller group gatherings, and must adhere to [event size limitations](#)
- Indoor parties or gatherings with attendees who are not adhering to social distancing (staying at least 6 feet apart), wearing masks, handwashing, or otherwise participating in prevention behaviors will result in a higher risk for transmission of the virus that causes COVID-19 illness. These types of gatherings are strongly discouraged.

- Use of alcohol or drugs can impair judgement and result in increased risky behaviors.
- Gathering with groups of people who routinely do not adhere to prevention measures or those who travel from areas with increased community transmission will increase the risk for others at the party or gathering.
- The more time you spend at a gathering, the closer the contact, the more people, the higher your risk of exposure to COVID-19.
- For more information, refer to IDPH's [Small Social Gathering Safety Tips](#)

## Día de los Muertos

It is possible to take a lower risk approach to many of the traditional activities associated with Día de los Muertos that may put you at increased risk of exposure to COVID-19. Events and activities to honor deceased loved ones should be held outdoors, and participants should wear masks and maintain 6-foot social distancing. Avoid having large dinner parties. Smaller gatherings with local friends or family, held outdoors, where social distancing of 6 feet or more can be maintained, will have less risk of COVID-19 transmission. (See IDPH guidance on [hosting gatherings](#).) Consider preparing and sharing traditional family recipes with family and neighbors in a way that doesn't involve contact with others, such as individual servings in separate dishes. Avoid large indoor gatherings with singing or chanting.

## After the Celebration

If you participated in [higher-risk activities](#) or think that you may have been exposed during your celebration, take extra precautions for 14 days after the event to help protect others. You should:

- [Stay home](#) as much as possible.
- Avoid being around people at [increased risk for severe illness from COVID-19](#).
- Consider getting [tested](#) for COVID-19.

If you develop [symptoms consistent with COVID-19](#), such as fever, cough, or shortness of breath, or if you [test positive for COVID-19](#), immediately contact the host and others who attended the event or celebration you attended. Contact your health care provider and follow the CDC-recommended steps for [what to do if you become sick](#), and follow the [public health recommendations for community-related exposure](#).

If you are tested for COVID-19, stay home while waiting for your test results. If you have been diagnosed with COVID-19, a [public health worker will contact you](#) to check on your health and ask you who you have been in contact with and where you've spent time in order to identify other people (contacts) who may have been infected. Your information will be confidential.

If you are the host of an event and are notified by an attendee that they have symptoms or have tested positive for COVID-19, please [contact your local health department](#) for additional guidance.

If you are notified that you were a close contact of someone who tested positive for COVID-19

- [Stay home for 14 days](#) from the last time you had contact with that person.
- Monitor for [symptoms](#) of COVID-19.
- [Get information](#) about COVID-19 testing if you feel sick.

Stay safe this Halloween!

Village of



**MAYWOOD**

40 MADISON STREET • MAYWOOD, ILLINOIS 60153 • (708) 450-4405

COMMUNITY DEVELOPMENT

To: Willie Norfleet Jr., Village Manager  
From: Angela Smith, Coordinator of Business Development  
Date: October 6, 2020- BOT meeting  
Re: 6B renewal request: Seaway Supply Co.

---

Please find attached an application (**Exhibit 1**) for renewal of a 6B Tax Incentive Assessment Program submitted by Seaway Supply Co. Seaway is a facility cleaning supply company that relocated from Melrose Park in 2010; and has made a substantial investment in their current property. The company is committed to staying and growing in Maywood but has recently received a 90% tax increase. Therefore, Seaway is appealing to the Village of Maywood for resolution to submit to a renewal application to Cook County Assessor's Office. The 6B Tax Incentive Program is designed to make property taxes paid by industrial business in Cook County competitive with property taxes in the collar counties and neighboring communities.

**How Much Will Seaway Supply Company Save?**

The attached chart (**Exhibit 2**) illustrates Seaway's current tax assessment with the tax incentive, as well as a chart illustrating the projected savings over the life of the tax incentive if renewed.

In addition to occupying a once blighted abandon building Seaway also produces approximately \$130,000 in annual sales tax. (**Exhibit 3**)



**CLASS 6B/7/8  
RENEWAL APPLICATION**

Control Number

62366

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

**I. Identification of Applicant**

Name: Tom Engoren Telephone: ( 708 ) 216-0000  
Address: 15 N 9th Ave.  
City, State: MAYWOOD IL Zip Code: 60153  
Email Address: tengoren@seawaysupplies.com

**Agent/Representative (if any)**

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**II. Description of Subject Property**

Street address: 15 N 9th Ave.  
City, State: MAYWOOD IL Zip Code: 60153  
Permanent Real Estate Index Number (s): 15-11-132-031-0000  
15-11-132-005-0000 15-11-132-005-0000  
15-11-132-006-0000  
15-11-132-007-0000

Township: COOK



**CLASS 6B/7/8  
RENEWAL APPLICATION**

Control Number

62366

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

**I. Identification of Applicant**

Name: Tom Engoren Telephone: ( 708 ) 216-0000  
Address: 15 N 9th Ave.  
City, State: MAYWOOD IL Zip Code: 60153  
Email Address: tengoren@seawaysupplies.com

**Agent/Representative (if any)**

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**II. Description of Subject Property**

Street address: 15 N 9th Ave.  
City, State: MAYWOOD IL Zip Code: 60153  
Permanent Real Estate Index Number (s): 15-11-132-031-0000  
15-11-132-005-0000 15-11-132-005-0000  
15-11-132-006-0000  
15-11-132-007-0000

Township: COOK

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

Tom Engoren  
Signature

9/29/2020  
Date

Thomas J. Engoren  
Print Name

President  
Title

02/10/2020

# Seaway Supply Co.



15 North 9<sup>th</sup> Avenue  
Maywood, IL 60153

Phone: 708.216.0000  
Fax: 708.216.0100

Period	Actual 2010-2020
Current Taxes without 6B	\$868,540.03
Taxes with Incentive	\$347,416.01
Total Savings	\$521,124.02

Period	Projected Year 2021	Projected Years 2021-2031
Current Taxes without 6B	\$195,000.00	\$1,950,000.00
Taxes with Incentive	\$105,000.00	\$1,050,000.00
Total Savings	\$90,000.00	\$900,000.00

The past 10 years 15 N. 9<sup>th</sup> Ave has paid \$347,416.01 in property tax with the incentive.  
The future 10-year projection for 15 N. 9<sup>th</sup> Ave without the incentive will be at least \$1,950,000.



15 North 9<sup>th</sup> Avenue  
Maywood, IL 60153

Phone: 708.216.0000  
Fax: 708.216.0100

Hi Angela,

At the present time we have 1 Maywood resident as an employee and 6 Proviso Township residents as employees. In the past years that we have housed our business in Maywood we reached out to Gary Woll to post an offer of employment in the newsletter he emails to many Maywood residents. Also, we had interviewed candidates for hire with Deborah Wright and the EES for Jobs at 1701 S 1st Ave., Maywood.

In all fairness we have not had a lot of turnover or opportunity for many new positions. We have grown our business since we arrived in Maywood. A way to measure this growth is our sales tax paid. As shown our revenue has increased during the past 10 years.

2011 \$148,897  
2012 \$166,108  
2013 \$178,901  
2014 \$187,850  
2015 \$200,669  
2016 \$213,541  
2017 \$255,991  
2018 \$258,372  
2019 \$260,886  
2020 \$127,603 YTD

I have participated and made associations with many Maywood businesses through my membership in the Maywood Chamber of Commerce. Also, I have been selected to participate on the Maywood Economic Development Commission. Through this effort I have met other Maywood officials and residents to share my experiences in the Village and participate in Village efforts to make Maywood a better place for its residents and businesses.

Hope this information is helpful in the step towards an extension for the 6b property tax incentive.

All the insistence you can provide would be helpful.

Thank you,  
Tom

SEAWAY SUPPLY CO.  
 G.L. Detail Transaction Report  
 from 01-01-11 to 09-01-20

ACCT NO	ACCOUNT NAME						
Trans Date	Type	Trans Ref	Description	Debit	Credit	G/L Balance	
61000	CHARITABLE DONATIONS		Beginning Balance . . . . .			0.00	
11-05-11	API	110511	1049: VILLAGE OF MAYWOOD SPECIAL E VENTS: G.L. Dist. 20100, 61000,	100.00		100.00	
09-21-12	API	092112	1049: VILLAGE OF MAYWOOD SPECIAL E VENTS: G.L. Dist. 20100, 61000,	100.00		200.00	
03-16-14	API	031514	1115: PROVISO AREA CROP HUNGER WAL K: G.L. Dist. 20100, 61000,	100.00		300.00	
08-27-14	API	082714	1130: NATE COMIC INC: G.L. Dist. 2 0100, 61000,	50.00		350.00	
09-14-14	API	091114	1133: LEMON AID: G.L. Dist. 20100, 61000,	100.00		450.00	
11-26-14	API	112514	1138: MAYWOOD FINE ARTS: G.L. Dist . 20100, 61000,	150.00		600.00	
08-18-15	API	081815	1161: YOUTH ON THE MOVE MIDWEST: G .L. Dist. 20100, 61000,	200.00		800.00	
09-21-15	API	092115	1164: MAYWOOD/PROVISO ROTARY CLUB: G.L. Dist. 20100, 61000,	100.00		900.00	
01-25-16	API	01222016	1130: NATE COMIC INC: G.L. Dist. 2 0100, 61000,	250.00		1,150.00	
02-16-16	API	021616	1044: VILLAGE OF MAYWOOD: G.L. Dis t. 20100, 61000,	250.00		1,400.00	
05-15-16	API	051516	1115: PROVISO AREA CROP HUNGER WAL K: G.L. Dist. 20100, 61000,	100.00		1,500.00	
11-08-16	API	110816	1164: MAYWOOD/PROVISO ROTARY CLUB: G.L. Dist. 20100, 61000,	100.00		1,600.00	
11-22-16	API	112216	1138: MAYWOOD FINE ARTS: G.L. Dist . 20100, 61000,	150.00		1,750.00	
08-08-17	API	080817	1044: VILLAGE OF MAYWOOD: G.L. Dis t. 20100, 61000,	250.00		2,000.00	
08-08-17	API	080817	1130: NATE COMIC INC: G.L. Dist. 2 0100, 61000,	200.00		2,200.00	
10-19-17	API	2017	1164: MAYWOOD/PROVISO ROTARY CLUB: G.L. Dist. 20100, 61000,	150.00		2,350.00	
01-23-18	API	012318	1044: VILLAGE OF MAYWOOD: G.L. Dis t. 20100, 61000,	250.00		2,600.00	
03-09-18	API	030918	1227: HUNGER WALKATHON WEST: G.L. Dist. 20100, 61000,	250.00		2,850.00	
10-02-18	API	100218	1138: MAYWOOD FINE ARTS: G.L. Dist . 20100, 61000,	300.00		3,150.00	
10-26-18	API	2018	1164: MAYWOOD/PROVISO ROTARY CLUB: G.L. Dist. 20100, 61000,	150.00		3,300.00	
08-13-19	API	081319	1164: MAYWOOD/PROVISO ROTARY CLUB: G.L. Dist. 20100, 61000,	200.00		3,500.00	
09-15-19	API	091519	1138: MAYWOOD FINE ARTS: G.L. Dist . 20100, 61000,	300.00		3,800.00	
04-21-20	API	042120	1322: HOUSING HELPERS: G.L. Dist. 20100, 61000,	1,000.00		4,800.00	

**MEMORANDUM**

**TO: Mayor Edwenna Perkins and Board of Trustees, Village of Maywood**

**FROM: Michael T. Jurusik**

**DATE: September 30, 2020**

**RE: 2020 Real Estate Tax Levy Approval Process and Adoption Schedule for 2020 Tax Levy, 2020/2021 Budget Amendment Process and 2021/2022 Annual Budget Process**

---

In anticipation of the above-referenced matters, I have enclosed various draft documents for your consideration and discussion at an upcoming Village Board meeting, including:

- A. NOTICE OF PROPOSED REAL ESTATE TAX LEVY PUBLIC HEARING FOR THE VILLAGE OF MAYWOOD FOR YEAR 2020.
- B. AGENDA FOR TRUTH IN TAXATION PUBLIC HEARING ON THE PROPOSED 2020 REAL ESTATE TAX LEVY.
- C. RESOLUTION DETERMINING THE ESTIMATED VILLAGE OF MAYWOOD REAL ESTATE TAX LEVY FOR YEAR 2020.
- D. TENTATIVE VILLAGE OF MAYWOOD FISCAL ADOPTION SCHEDULE FOR 2020 REAL ESTATE TAX LEVY AND 2021/2022 OPERATING BUDGET.
- E. ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY, with Certification of Compliance with Truth in Taxation Law.
- F. ORDINANCE AUTHORIZING CERTAIN AMENDMENTS TO THE FISCAL YEAR 2020/2021 (MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET (Amendment No. 1).

The Tentative Fiscal Adoption Schedule provides guidance on timing of events in working through the levy process. Within the Schedule, I have highlighted various deadline dates for Village Board action, and certain notice and publication dates that need to be met in order to comply with State law regarding the tax levy approval process. The 2020 tax levy public hearing should be conducted at the **Village Board meeting on Tuesday, December 1, 2020 or at a special meeting held in early December 2020**. For purposes of these drafts, I have anticipated the **public hearing date as Tuesday, December 1, 2020** and the **approval date of the tax levy ordinance at the Village Board meeting scheduled for Tuesday, December 15, 2020**. As you know, the Village Board needs to take the following actions:

1. **Adopt “Resolution Determining the Estimated Village of Maywood Real Estate Tax Levy for Year 2020” in November 2020 (available Board of Trustee meeting date: Tuesday, November 17, 2020).**
2. **Publish “Notice of Proposed Real Estate Tax Levy Public Hearing for the Village of Maywood for Year 2020” (not more than 14 nor less than 7 days prior to the proposed Tuesday, December 1, 2020 Public Hearing; target publication date: Chicago Sun Times or Chicago Tribune: Wednesday, November 18, 2020 and Village Free Press: Wednesday, November 18, 2020) (in the past, the Village has handled the publication).**
3. **Conduct a Public Hearing on the 2020 Tax Levy on Tuesday, December 1, 2020 (7:00 p.m.) (tentative date).**
4. **Adopt the 2020 Tax Levy Ordinance, on Tuesday, December 15, 2020.**
5. **File a certified copy of the 2020 Tax Levy Ordinance with the Cook County Clerk on or before the last Tuesday of December 2020 (December 29, 2020). THIS SHOULD BE FILED NO LATER THAN FRIDAY, DECEMBER 18, 2020 DUE TO THE HOLIDAYS.**

In the past, the publication of the Tax Levy Public Hearing Notice has been handled by Village of Maywood (“Village”) staff and publication can be in a local newspaper of general distribution. Per the January 15, 2019 direction of the Village Board regarding dual newspaper publication of all legal notices, **the Notice should be published in the *Chicago Sun-Times* or the *Chicago Tribune* and the *Village Free Press* or another local newspaper that serves the Maywood community. After the Notice is published, please provide me with a copy of the publisher’s certificate.**

As the process moves forward and the tax levy amounts and any other missing information is provided to me, I will finalize the enclosed “draft” documents and return final versions to you so that they can be voted upon at the appropriate Village Board meetings.

As a reminder, **and due to changes in the Firefighter and Police Pension Fund laws, and the Settlement Order of the now-settled lawsuit filed by the Maywood Firefighter Pension Fund**, I have cited Sections from the Firefighter/Police Pension Fund Settlement Agreement that place certain restrictions on the Corporate Authorities' approval of the Annual Real Estate Tax Levy as follows:

Settlement Agreements - Firefighters and Police Pension Fund Litigation

“6. The VILLAGE agrees that it will provide the PENSION FUND with a Certified Copy of the VILLAGE'S Annual Tax Levy Ordinance each year when such Ordinance is filed with the Cook County Clerk's Office.

7. Commencing with the fiscal year 2004/2005, and continuing thereafter, the VILLAGE shall annually levy a tax upon all taxable property within the VILLAGE in accordance with **and required by** Section 4-118 of the Illinois Pension Code (40 ILCS 5/4-118). The amount of taxes to be levied for each fiscal year shall be determined by an enrolled actuary chosen jointly by the VILLAGE and the PENSION FUND. **The VILLAGE shall be responsible for the cost of such agreed upon actuary. Neither party shall unreasonably withhold their approval of the selection of such enrolled actuary.**

\* \* \*

13. It is expressly understood that the Circuit Court of Cook County, Chancery Division, shall retain jurisdiction over this action for the purposes of enforcing the terms of this Agreement.”

**The Village is required to make annual funding contributions to the Police Pension Fund and the Fire Pension Fund in accordance with the Illinois Pension Code and the Pension Fund Settlement Agreements. 40 ILCS 5/3-125(a) (Police Pension Fund); 40 ILCS 5/4-118(a) (Fire Pension Fund).**

Prior to January 1, 2012, the Village was required to make annual contributions in a manner that would fully fund both pensions by the year 2033. 40 ILCS 5/3-125 (prior to Public Act 96-1495) (Police Pension Fund); 40 ILCS 5/4-118 (prior to Public Act 96-1495) (Fire Pension Fund). The amount of the required contributions was set by an annual report generated by an actuary.

State law relative to pension contributions changed in 2012, when the Governor signed Public Act 96-1495 into law. This Public Act changed the formula used to calculate the Village’s pension fund contributions. Under Public Act 96-1495, **effective January 1, 2012, the Village is required to make annual contributions that would increase the funding levels to a “90% fully funded” threshold by the year 2040 pursuant to annual actuarial reports generated using the actuarial method of “project unit credit,” and using the value of the funds’ assets as of March 30, 2012.** 40 ILCS 5/3-125 (Police Pension Fund); 40 ILCS 5/4-118 (Fire Pension Fund).

The Public Act also requires that municipalities meet funding obligations in the future by implementing:

1. State-shared revenue diversions to pension funds beginning in 2016 equaling the difference between the Village’s contribution and the required actuarial contribution. Three year phase-in with up to one-third of State-shared revenue diverted in 2016, up to two-thirds in 2017, and up to the full contribution difference beginning in 2018.
2. Expanded investment authority including corporate bonds for all funds and greater equity investments for funds with assets of at least \$10 million.
3. A five-year smoothing of actuarial gains and losses.

Moreover, the Public Act changes the following benefits for new hires, those brought in after January 1, 2012:

1. Normal retirement age of 55.
2. Early retirement at age 50 with a 6% reduction for each year prior to age 55.
3. Pensionable salary cap of \$106,800 indexed to 1/2% of the CPI-U.
4. Final average salary calculated using the last 8 of 10 years.
5. Survivor benefit of 66 2/3%.
6. Cost-of-living adjustments beginning at age 60 for retirees and survivors.

As you know, in 2011 the Pension Funds reinstated litigation relative to the alleged failure by the Village to levy appropriate amounts in violation of the Settlement Agreements. This litigation has been settled in 2017 because the Village has complied in successive years with its pension contributions. Failure to levy the appropriate amount will result in an adverse action against the Village.

**2020 Tax Levy and 2021/2022 Budget Consideration**

Automatic annual wage increases payable to over 90% of the Village employees are required under the collective bargaining agreements. As you know, these wage increases impact the 2020/2021 Budget and the 2021/2022 Budget and Village operations, and need to be considered in determining the 2020 Tax Levy.

**In past years, my office has filed the above-referenced Ordinances with Cook County and then provided the Village Clerk with stamped copies for the Village's file.**

**Please confirm if you want us to handle the filing of these documents this year.**

If there are any questions, please contact me.

*Mike*

Enclosures

- cc: Viola Mims, Village Clerk (w/ encls.)
- Willie Norfleet, Jr., Village Manager (w/ encls.)
- Lanya Satchell, Finance Director (w/ encls.)
- Steve Kuptz, Treasurer (w/ encls.)
- Michael A. Marrs (w/ encls.)



Draft 9-30-2020

**NOTICE OF  
PROPOSED REAL ESTATE TAX LEVY PUBLIC HEARING  
FOR THE VILLAGE OF MAYWOOD FOR YEAR 2020**

- I. A public hearing to approve a proposed real estate tax levy increase for the Village of Maywood for Tax Levy 2020 will be held on Tuesday, December 1, 2020 at 7:00 p.m. in the Village Council Room located at 125 South 5th Avenue, Maywood, Illinois 60153.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact the Village Clerk at 40 East Madison Avenue, Maywood, Illinois 60153, phone number 708-450-6360.

- II. The corporate and special purpose real estate taxes extended or abated for 2019 were \$20,865,763.00.

The proposed corporate and special purpose real estate taxes to be levied for 2020 are \$ \_\_\_\_\_. This represents a \_\_\_\_% **increase / decrease** over the previous year.

- III. The real estate taxes extended for debt service and public building commission leases for 2019 were \$2,756,000.00.

The estimated real estate taxes to be levied for debt service and public building commission leases for 2020 are \$ \_\_\_\_\_. This represents a \_\_\_\_% **increase / decrease** over the previous year.

- IV. The total real estate taxes extended or abated for 2018 were \$23,883,019.00.

- V. The estimated total real estate taxes to be levied for 2020 are \$ \_\_\_\_\_. This represents a \_\_\_\_% **increase / decrease** over the previous year.

All hearings shall be open to the public. The corporate authorities of the Village of Maywood shall explain the reasons for the proposed increase and shall permit persons desiring to be heard an opportunity to present testimony at the Tuesday, December 1, 2020 public hearing, within reasonable time limits as the corporate authority determines.

VILLAGE OF MAYWOOD  
Viola Mims  
Village Clerk



VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
VILLAGE COUNCIL ROOM  
125 SOUTH 5<sup>TH</sup> AVENUE  
MAYWOOD, ILLINOIS 60153

TUESDAY, DECEMBER 1, 2020 AT 7:00 P.M.

AGENDA FOR TRUTH IN TAXATION PUBLIC HEARING  
ON THE PROPOSED 2020 REAL ESTATE TAX LEVY

1. CALL TO ORDER.
2. ROLL CALL.
3. ACKNOWLEDGEMENT OF THE PUBLICATION OF THE PUBLIC HEARING NOTICE IN A LOCAL NEWSPAPER.
4. PRESENTATION ON THE 2020 REAL ESTATE TAX LEVY BY THE VILLAGE MANAGER AND THE FINANCE DIRECTOR.
  - A. DISCUSSION OF AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY.
  - B. GENERAL DISCUSSION OF THE FISCAL YEAR 2020-2021 (MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET, THE 2020-2021 BUDGET AMENDMENTS, THE PROPOSED FISCAL YEAR 2021-2022 (MAY 1, 2021 THROUGH APRIL 30, 2022) VILLAGE OF MAYWOOD BUDGET, AND 2020 TAX LEVY ADOPTION PROCESS AND SCHEDULE.
5. QUESTIONS AND COMMENTS BY BOARD MEMBERS.
6. QUESTIONS BY THE PUBLIC AND PUBLIC COMMENT.
7. FINAL QUESTIONS AND COMMENTS BY BOARD MEMBERS.
8. MOTION TO PLACE "AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY" ON THE DECEMBER 15, 2020 VILLAGE BOARD MEETING AGENDA FOR FINAL ACTION AND APPROVAL.
9. MOTION TO CLOSE THE PUBLIC HEARING.

RETURN TO THE AGENDA FOR THE DECEMBER 1, 2020 REGULAR VILLAGE BOARD MEETING.



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION DETERMINING THE ESTIMATED  
VILLAGE OF MAYWOOD REAL ESTATE TAX LEVY FOR YEAR 2020**

**WHEREAS**, pursuant to Section 18-60 of The Truth In Taxation Law (35 ILCS 200/18-60), the Corporate Authorities of the Village of Maywood shall, not less than twenty (20) days prior to approving the 2020 Real Estate Tax Levy Ordinance, "determine the amounts of money, exclusive of any portion of that levy attributable to the cost of conducting an election required by the general election law, hereafter referred to as 'election costs', estimated to be necessary to be raised by taxation for that year upon the taxable property in its taxing district"; and

**WHEREAS**, Sections 18-70 and 18-75 of The Truth In Taxation Law (35 ILCS 200/18-70 and 18-75) require the corporate authorities of the each taxing district to give public notice of and hold a public hearing on its intent to adopt an aggregate tax levy, if the estimated tax levy will exceed 105% of last year's final aggregate levy, including any amount abated before extension. For transparency purposes, the corporate authorities of any taxing district may hold such public hearing on its intent to adopt an aggregate tax levy even if the estimated tax levy will not exceed 105% of last year's final aggregate levy.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** The Corporate Authorities of the Village of Maywood have determined the amounts of money, exclusive of any portion of that levy attributable to the cost of conducting an election required by the general election code (i.e., "election costs") [see 10 ILCS 5/1-1 *et seq.*], estimated to be necessary to be raised by taxation for the 2020 year upon the taxable property in its taxing district to be as follows: \$\_\_\_\_\_.**00.**

Pursuant to Illinois statute, the above estimate can be amended by the Corporate Authorities of the Village of Maywood prior to the final approval of the real estate tax levy ordinance, which is anticipated to occur at the Regular Village Board Meeting to be held on **Tuesday, December 15, 2020.**

**SECTION 2:** Pursuant to Section 18-70 of The Truth In Taxation Law (35 ILCS 200/18-70), the corporate authorities of the Village of Maywood will conduct a public hearing on this proposed levy or any amendment thereto at **7:00 p.m. on Tuesday, December 1, 2020** in the Village Council Room located at 125 South 5th Avenue, Maywood, Illinois. The required notices for this public hearing shall be posted and published in accordance with applicable State laws, including the Open Meetings Act and The Truth In Taxation Law.

**SECTION 3:** This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this **17th day of November, 2020**, at an open public meeting by an affirmative vote of a majority of the Corporate Authorities of the Village of Maywood taken pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me, and attested by the Village Clerk, on this 17th day of November, 2020.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached document is a true and correct copy of that certain Resolution now on file in my Office, entitled:

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION DETERMINING THE ESTIMATED  
VILLAGE OF MAYWOOD REAL ESTATE TAX LEVY FOR YEAR 2020**

which Resolution was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the 17th day of November, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the 17th day of November, 2020.

I further certify that the vote on the question of the passage of said Resolution by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Village of Maywood, this 17th day of November, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]





20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

DD 312.984.6432  
[mtjurusik@ktjlaw.com](mailto:mtjurusik@ktjlaw.com)

[www.ktjlaw.com](http://www.ktjlaw.com)

September 30, 2020

**TENTATIVE VILLAGE OF MAYWOOD  
FISCAL ADOPTION SCHEDULE  
FOR 2020 REAL ESTATE TAX LEVY AND  
2021/2022 OPERATING BUDGET**

**Monthly Actions Required by the Village’s Fiscal and Investment Policy**

**Finance Director and Village Treasurer forward to the Board of Trustees a report on the state of the Village’s investment portfolio**, which shall include a review of the performance of the portfolio and a projection of future performance based upon the prior year’s results. [Fiscal and Investment Policy (FIP) § IX(1)(a)].

**By the 21<sup>st</sup> day of each month, the Finance Director shall prepare a budget-to-actual report for such month for (1) all funds of the Village, taken together, (2) the Village’s Water and Sewer Fund and (3) the Village’s Garbage Fund.** [FIP § IX(4)(a)].

**Prior to the second meeting of the Village Board each month (or, if the second meeting of the Board precedes the 21st day, at the first meeting of the Village Board during the next month), the Finance Committee shall meet to review the monthly budget-to-actual cash flow statement with the Finance Director.** [FIP § IX(4)(a)].

**At the second meeting of the Village Board each month (or, if no meeting is held, at the first meeting held by the Village Board during the next month), the Finance Director or Finance Committee shall report to the Village Board with respect to such monthly budget-to-actual cash flow statement and the proposed action, if any, to be taken by the Village with respect to the remainder of the then-current fiscal year as a result of such monthly budget-to-actual cash flow statement.** [FIP § IX(4)(a)].

**Quarterly Actions Required by the Village’s Fiscal and Investment Policy**

**By the 30<sup>th</sup> day of the month following the end of the fiscal quarter, the Finance Director shall submit to the Village Board a report showing the actual versus budgeted revenues and expenses for such fiscal quarter (a “quarterly budget-to-actual cash flow statement”).** [FIP § IX(4)(b)].

**Maywood’s Budget Operates on a Fiscal Year Basis:  
May 1st to April 30th  
[1st Quarter: May to July; 2nd Quarter: August to October;  
3rd Quarter: November to January; and 4th Quarter: February to April]**

2020

**October, 2020 Village Board Meeting(s)**

Presentation by Finance Committee, Village Manager and Finance Director of Estimated 2020 Real Estate Tax Levy.

**October, 2020 – Action**

**Within 180 days after the end of the fiscal year, the Finance Director shall provide to the Board of Trustees a copy of the statement of financial position of the Village as of the end of the most recently-completed fiscal year, along with the related statements required by the Investment Policy, all as audited or reviewed by the Village Auditor. [FIP § IX(3)(b)].**

**November 17, 2020 – Regular Meeting of the Board of Trustees**

Presentation by Village Manager and Finance Director of final Estimated 2020 Real Estate Tax Levy.

Approval of a Resolution Estimating Amount of 2020 Real Estate Tax Levy [35 ILCS 200/18-60; **2020 Tax Levy Estimate must be determined by the Village Board at least 20 days prior to adoption of Tax Levy Ordinance**].

**Late November, 2020 – Actions**

**If a Truth in Taxation Public Hearing is necessary because the estimated tax levy will exceed 105% of last year's final aggregate levy, including any amount abated before extension, publish notice of December 1, 2020 Truth In Taxation Public Hearing in Local Paper [35 ILCS 200/18-70 and 18-75; notice must be published not more than 14 nor less than 7 days before the public hearing; target publication date: *Chicago Sun Times or Chicago Tribune: Wednesday, November 18, 2020 and Village Free Press: Wednesday, November 18, 2020*]. If estimated tax levy is less than 105%, no hearing need be held, but it is recommended for transparency's sake.**

**Late November, 2020 – Action**

Finance Director submits to the Village Board a report showing the actual versus budgeted revenues and expenses for such fiscal quarter (a "quarterly budget-to-actual cash flow statement"). [FIP § IX(4)(b)].

**December 1, 2020 – Regular Meeting of the Board of Trustees**

Conduct the 2020 Real Estate Tax Levy Public Hearing (Truth In Taxation) [35 ILCS 200/18-70].

**Early December, 2020 – Finance Committee Meeting(s)**

Review and consider changes to the Tax Levy per direction of the Village Board as a result of December 1, 2020 Tax Levy Hearing (**only if necessary**).

**December 15, 2020 – Regular Meeting of the Board of Trustees**

Approval of the 2020 Real Estate Tax Levy Ordinance.

**Week of December 14, 2020 – Filing Date**

The **2020 Real Estate Tax Levy Ordinance must be filed with the Cook County Clerk’s Office no later than the Last Tuesday of the Calendar Year** [65 ILCS 5/8-3-1; 35 ILCS 200/18-90].

**Because of the Holidays, it is advisable to file a certified copy of the Tax Levy Ordinance on or prior to Friday, December 18, 2020.**

**Week of December 21, 2020 – Actions**

If adopted Real Estate Tax Levy exceeds Estimated Levy, the Village must publish notice of adopted Real Estate Tax Increase within 15 days of adoption of Real Estate Tax Levy Ordinance [35 ILCS 200/18-85].

Finance Director and Community Development Department Director must send to Cook County Assessor’s Office copies of final occupancy permits for all new construction within the Village issued in 2020 so that “new growth” can be captured. **[This should be done quarterly or semi-annually.]**

**2021**

**NOTE: YEAR 2020/2021 BUDGET AMENDMENT PROCESS CONTINUES THROUGH APRIL 30, 2021 TO ACCOUNT FOR GRANTS, OTHER UNANTICIPATED REVENUES AND EXPENSES.**

**January/February/March/April, 2021 – Finance Committee Meetings**

Staff and Finance Committee review of Draft FY 2021/2022 Operating Budget in preparation of Public Hearing.

**Prior to February 28, 2021 – Action**

Finance Director submits to the Village Board a report showing the actual versus budgeted revenues and expenses for such fiscal quarter (a “quarterly budget-to-actual cash flow statement”). [FIP § IX(4)(b)].

**March/April, 2021 – Actions**

**Publish Notice of April, 2021 Public Hearing on Draft FY 2021/2022 Operating Budget** [per 65 ILCS 5/8-2-9.9, publish at least one week prior to hearing in local newspaper].

**Publication of Draft FY 2021/2022 Operating Budget by Village Clerk in pamphlet form** [per 65 ILCS 5/8-2-9.9, required to be published at least 10 days prior to adoption of final Budget and at least one week prior to public hearing].

**Note:** Budget must contain "Estimate of Revenues" pertaining to the revenues that the Village anticipates receiving during the fiscal year covered by the FY 2021/2022 Operating Budget. The Finance Director must certify the revenue estimate in the Budget document.

**Early April, 2021 – Regular Meeting of the Board of Trustees**

Conduct Public Hearing on Draft FY 2021/2022 Operating Budget [65 ILCS 5/8-2-9.9] and close Public Hearing.

**Early to Mid-April, 2021 – Finance Committee Meeting / Village Board Meeting**

Review and make changes to Budget as a result of Public Hearing.

**Mid to Late April, 2021 – Regular Meeting of the Board of Trustees**

Adoption of FY 2021/2022 Operating Budget [per 65 ILCS 5/8-2-9.4, the Operating Budget must be adopted before the start of the new Fiscal Year, which begins on May 1, 2021].

Post IMRF Notice of "Summary Statement" of total compensation packages for each Village employee having a total compensation package that exceeds \$75,000 per year --- **within six (6) days of approving the Operating Budget.**

**Late April or Early May, 2021 – Filing Date**

FY 2021/2022 Operating Budget must be filed within 30 days of adoption with the Cook County Clerk [35 ILCS 200/18-50].

**Prior to May 31, 2021 – Action**

Finance Director submits to the Village Board a report showing the actual versus budgeted revenues and expenses for such fiscal quarter (a "quarterly budget-to-actual cash flow statement"). [FIP § IX(4)(b)].

**OMA Notice of IMRF Employee Compensation Packages**

Section 7.3 of the Illinois Open Meetings Act (5 ILCS 120/7.3) ("OMA") requires two postings be maintained by public bodies who have employees that are members of IRMF, and the postings must be updated on an "as needed" basis. **These two Notice requirements are mandated by Public Act 97-609, which became effective on January 1, 2012:**

1. Posting of a "Summary Statement" of total compensation packages for each Village employee having a total compensation package that exceeds \$75,000 per year needs to be posted per the attached Notice --- **within six (6) days of approving each annual budget.**
2. Posting of a "Summary Statement" of total compensation packages for each Village employee having a total compensation package that exceeds \$150,000 per year needs to be posted per the attached Notice --- **at least six (6) days before approving an employee's compensation package that is equal to or in excess of \$150,000 per year, the employer must post on its website the total compensation package for that employee (e.g., six (6) days in advance of a**

new Executive Director's employment contract being approved by the Board of Directors, this Notice must be updated to reflect the contract under consideration).

In the past, I have provided Village staff with template Notices for placement on Village letter head and posting as required by Section 7.3 of OMA.

**The Summary Statements should include the Village job titles / positions and the dollar amount of total compensation package associated with the job title / positions.**

Section 7.3 of the Open Meetings Act: Duty to post information pertaining to benefits offered through the Illinois Municipal Retirement Fund.

- (a) Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, that employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year. If the employer does not maintain a website, the employer must post a physical copy of this information at the principal office of the employer. If an employer maintains a website, it may choose to post a physical copy of this information at the principal office of the employer in lieu of posting the information directly on the website; however, the employer must post directions on the website on how to access that information.**
- (b) At least 6 days before an employer participating in the Illinois Municipal Retirement Fund approves an employee's total compensation package that is equal to or in excess of \$150,000 per year, the employer must post on its website the total compensation package for that employee. If the employer does not maintain a website, the employer shall post a physical copy of this information at the principal office of the employer. If an employer maintains a website, it may choose to post a physical copy of this information at the principal office of the employer in lieu of posting the information directly on the website; however, the employer must post directions on the website on how to access that information.**
- (c) For the purposes of this Section, "total compensation package" means payment by the employer to the employee for salary, health insurance, a housing allowance, a vehicle allowance, a clothing allowance, bonuses, loans, vacation days granted, and sick days granted.**

If there are any questions, please contact me.

*Mike*

cc: Village President Edwenna Perkins and Board of Trustees  
Willie Norfleet, Jr., Village Manager  
Lanya Satchell, Finance Director  
Steve Kuptz, Treasurer



ORDINANCE NO. CO-2020-\_\_\_

**AN ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR  
THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY**

**WHEREAS**, the Corporate Authorities of the Village of Maywood, Cook County, Illinois, have budgeted such sums of money as are deemed necessary to defray all necessary expenses and liabilities of the municipality including the amounts to be deposited in the reserves provided for in the Illinois Pension Code, as now and hereafter amended, for the 2020 tax levy year; and

**WHEREAS**, the Corporate Authorities of the Village of Maywood, a home rule municipality, may levy taxes upon all real property subject to taxation within the municipality, as that real property is assessed and equalized for State and County purposes for the current year; and

**WHEREAS**, it is deemed necessary to levy such taxes to defray a portion of the municipality’s expenses, as set forth below in this Ordinance; and

**WHEREAS**, the Village of Maywood, Cook County, Illinois, if required to by law, has held a Public Hearing regarding this Tax Levy in accordance with applicable State laws, including the Truth in Taxation Law (35 ILCS 200/18-55 *et seq.*), as amended and the Open Meetings Act (40 ILCS 5/120 *et seq.*), as amended.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** The Whereas paragraphs above are incorporated herein by reference and made a part of Section 1 of this Ordinance.

**SECTION 2:** The Corporate Authorities of the Village of Maywood have ascertained the total amount of appropriations legally budgeted for and any amount deemed necessary to defray additional expenses and liabilities for all Corporate Purposes, which shall be provided for by a levy of taxes for the 2020 tax levy, upon all the real and taxable property of every name, nature and description within the corporate boundaries of the Village and now direct that the Cook County Clerk levy a tax for the 2020 tax levy year, upon all such real and taxable property subject to taxation within the Village as that property is assessed and equalized for State and County purposes for said tax levy year, for the purposes and the Funds set forth below:

<u>Fund Name</u>	<u>Tax Levy – 2020</u>
<b><u>2020 ESTIMATED TAX LEVY [BELOW ARE 2019 TAX LEVY FIGURES]</u></b>	
<i>Corporate Fund</i>	<b>\$ 13,454,661</b>
<i>Recreation Fund</i>	<b>\$ 150,000</b>
<i>Police Pension Fund</i>	<b>\$ 4,125,310</b>
<i>Fire Pension Fund</i>	<b>\$ 3,135,792</b>
<b>TOTAL</b>	<b><u>\$ 20,865,763</u></b>

There will also be separate tax levies related to the Village of Maywood extended by the Cook County Clerk to pay certain outstanding Bonds and Interest in the amount of **\$2,756,000.00**, which are based on bond ordinances already on file with the Cook County Clerk.

**SECTION 3:** There is levied a direct tax in the amount of *Twenty Million Eight Hundred Sixty-Five Thousand Seven Hundred Sixty-Three and No/100 Dollars (\$20,865,763.00)* for the 2020 tax levy year, upon all real property subject to taxation within the Village of Maywood as that real property is assessed and equalized for State and County purposes for said tax levy year, for the purposes and the Funds set forth above in Section 2 of this Ordinance as is now provided by law.

**SECTION 4:** The Village Clerk is authorized and directed to certify this Ordinance and levy herein made to the County Clerk of Cook County, Illinois, and said County Clerk is authorized and directed that taxes are to be collected in the manner and form provided by State law, and this Ordinance shall be his/her sufficient authority to do so. In addition, the Village Attorney of the Village of Maywood is authorized and directed to file a certified copy of this Ordinance with the County Clerk of Cook County, Illinois, as provided by State law.

**SECTION 5:** A Certificate of the Village President confirming full compliance with the Truth in Taxation Law (35 ILCS 200/18-55 *et seq.*), as amended, is attached hereto and made a part of this Ordinance.

**SECTION 6:** This Tax Levy Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code, as amended; provided, however, any tax rate limitation or any other substantive limitations as to tax levies in the Illinois Municipal Code, Revenue Act or other statute in conflict with this Ordinance shall not be applicable to this Ordinance pursuant to Section 6 of Article VII of the Constitution of the State of Illinois. If any provision or portion of this Ordinance is held invalid for any reason, such decision shall not affect the validity of the remaining provisions or portions of this Ordinance.

**SECTION 7:** This Ordinance shall take effect and be in full force and effect immediately on and after its passage and approval.

**PASSED** by the President and the Board of Trustees of the Village of Maywood, Cook County, Illinois, this 15th day of December, 2020, by a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me, and attested by the Village Clerk, on this 15th day of December, 2020.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

Published in pamphlet form by me on December \_\_\_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

**CERTIFICATION OF COMPLIANCE WITH  
THE TRUTH IN TAXATION LAW**

I, Edwenna Perkins, the duly qualified and Presiding Officer of the Village of Maywood, Cook County, Illinois, certify that the 2020 Tax Levy of said Village attached hereto was adopted in full compliance with the provisions of the Truth In Taxation Law, 35 ILCS 200/18-55 *et seq.*, as amended.

**IN WITNESS WHEREOF**, I have placed my official signature this 15th day of December, 2020.

---

Edwenna Perkins, Village President and  
Presiding Officer of the Village of Maywood

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached document is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR  
THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY**

which Ordinance was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the 15th day of December, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the 15th day of December, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Village of Maywood, this 15th day of December, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]

STATE OF ILLINOIS     )  
                                  ) SS  
COUNTY OF COOK     )

**FILING CERTIFICATE**

I, the undersigned, certify that I am the duly qualified and acting County Clerk of the County of Cook, Illinois, and as such official I do further certify that on the \_\_\_ day of December, 2020, there was filed in my office a duly certified copy of an ordinance entitled:

**ORDINANCE NO. CO-2020-\_\_**

**AN ORDINANCE OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS PROVIDING FOR  
THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR 2020 TAX LEVY**

said Ordinance was duly adopted by the Board of Trustees of the Village of Maywood, Cook County, Illinois, on the \_\_ day of December, 2020, and that the same has been deposited in the official files and records of my office.

**IN WITNESS WHEREOF**, I hereunto affix my official signature and the seal of said County, this \_\_\_\_ day of December, 2020.

---

County Clerk

(SEAL)



ORDINANCE NO. 2020-\_\_

AN ORDINANCE AUTHORIZING  
CERTAIN AMENDMENTS TO THE FISCAL YEAR 2020/2021  
(MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET

(Amendment No. 1)

**WHEREAS**, the Corporate Authorities of the Village of Maywood adopted and approved the Village's Fiscal Year 2020/2021 Budget (May 1, 2020 through April 30, 2021) under Ordinance Number CO-2020-10 on April 21, 2020; and

**WHEREAS**, pursuant to 65 ILCS 5/8-2-9.6, the annual Budget may be amended from time to time upon approval of two-thirds (2/3rds) of the Corporate Authorities; and

**WHEREAS**, the Corporate Authorities have determined that it is necessary to make certain amendments to the Fiscal Year 2020/2021 Budget in an effort to achieve a balanced Fiscal Year 2020/2021 Budget and to more accurately reflect actual revenues and expenditures for Fiscal Year 2020/2021 in accordance with the Amended Budget attached hereto and made a part hereof as Exhibit "A".

**BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** Each of the Whereas paragraphs set forth above in this Ordinance is incorporated by reference into and made a part of this Section 1 as if fully set forth herein.

**SECTION 2:** The Corporate Authorities of the Village of Maywood approve the amendments to the Village's Fiscal Year 2020/2021 Budget (May 1, 2020 through April 30, 2021) as adopted and approved under Ordinance Number CO-2020-10 in accordance with the transfers, revisions, additions and deletions as set forth in Exhibit "A" attached hereto and made a part hereof.

**SECTION 3:** This Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form as provided by law.

**SECTION 4:** Any ordinance, or portion thereof, in conflict with this Ordinance is repealed to the extent of such conflict.

**ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2020, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me, as Village President, and attested by the Village Clerk on this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

Published by me, as Village Clerk, in pamphlet form this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

**Exhibit "A"**

**AMENDED FISCAL YEAR 2020/2021  
(MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET  
(Amendment No. 1)**

(attached)

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached document is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING  
CERTAIN AMENDMENTS TO THE FISCAL YEAR 2020/2021  
(MAY 1, 2020 THROUGH APRIL 30, 2021) VILLAGE OF MAYWOOD BUDGET  
(Amendment No. 1)

which Ordinance was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the \_\_ day of \_\_, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the \_\_ day of \_\_, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Village of Maywood, this \_\_ day of \_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

mtjurusik@ktjlaw.com  
DD 312-984-6432

www.ktjlaw.com

**MEMORANDUM**

**TO: Mayor Edwenna Perkins and Board of Trustees, Village of Maywood**  
**FROM: Michael T. Jurusik**  
**DATE: September 30, 2020**  
**RE: Updated Schedule for Approval of First Amendment to Redevelopment Plan and Budget for Madison Street / Fifth Avenue TIF District for 12 Year Term Extension**  
**Updated Schedule for Approval of First Amendment to Redevelopment Plan and Budget for Roosevelt Road TIF District for 12 Year Term Extension**

---

I have enclosed the following documents for review and discussion at the October 6, 2020 Special Village Board Meeting:

1. Updated TENTATIVE SCHEDULE FOR ADOPTION AND APPROVAL OF FIRST AMENDMENT TO THE TIF DISTRICT REDEVELOPMENT PROJECT AND PLAN -- MADISON STREET / FIFTH AVENUE TIF DISTRICT (75 or More Inhabited Residential Units in Redevelopment Project Area)
2. Updated TENTATIVE SCHEDULE FOR ADOPTION AND APPROVAL OF FIRST AMENDMENT TO THE TIF DISTRICT REDEVELOPMENT PROJECT AND PLAN -- ROOSEVELT ROAD TIF DISTRICT (Less than 75 Inhabited Residential Units in Redevelopment Project Area)

**Status Report**

The enclosed Schedules have been updated to reflect the new milestones for key action items and necessary meeting dates, which were necessitated by the volume of work that Village staff and Kane McKenna have had to do to create the statutorily-required mailing list for the Madison Street / Fifth Avenue TIF District (over 2,000 individual mailing addresses had to be verified). Both TIF District Schedules are on the same track so that the final approvals can be completed by December 31, 2020, which is the critical statutory deadline.

**Key changes in the Schedule for the Madison Street / Fifth Avenue TIF District consist of:**

- Hold a Public Meeting (conducted by Village Staff): October 20, 2020 (start time at 6:30 p.m. – Village staff to conduct the Public Meeting in the Village Hall prior to the Village Board Meeting).

**Key changes in the Schedule for both TIF Districts consist of:**

- Hold Joint Review Board Meetings: November 13, 2020 (start times: 4:30 p.m. and 4:45 p.m.).
- Hold a Public Hearing (conducted at the Village Board Meeting): December 15, 2020.
- Adopt an Ordinance Approving the First Amendment to Redevelopment Project and Plan: December 29, 2020 (Special Village Board Meeting – can be done virtually / Zoom App or via conference call).

## Background

With the passage of Public Act 101-0647, Illinois legislation has authorized the 12 Year Term Extensions for the Madison Street/Fifth Avenue TIF District and for the Roosevelt Road TIF District. A copy of Public Act 101-0647 was provided to the Village Board and Village staff in my July 1, 2020 email (10:39 a.m.). While the term for each TIF District is now extended to December 31, 2032, the Village Board still has to complete certain procedural steps in order for the TIF District documents to match the 12 Year Term Extensions (e.g.: publish and mail certain legal notices; hold a Joint Review Board meeting, a public meeting and a public hearing; approve ordinances that set the JRB Meetings; and approve the Amendments to the TIF Redevelopment Plans and Budgets).

Under a July 8, 2020 KTJ Memorandum, the Village Board was provided with draft copies of the First Amendment To Redevelopment Project And Plan, which included Amended TIF District Budgets, prepared by the Village TIF Consultants (Kane, McKenna and Associates, Inc.: Chuck Durham and Phil McKenna) and two Schedules that set forth the timetable and milestone items that will occur as part of the Village Board approving the First Amendments To Redevelopment Project And Plan and the Amended TIF District Budgets in December 2020.

In December 2020, I will provide the Village Board with copies of the following documents for review, consideration and action:

1. Two Ordinances approving the First Amendments To Redevelopment Project And Plan for the two TIF Districts.
2. A Code Amendment Ordinance that adds a new Section 36.10 (Tax Increment Financing (TIF) Districts) to the Village Code to identify TIF Districts enacted within the Village's corporate boundaries, formally designate a TIF Administrator (i.e., the Village Manager), and recognize the TIF District Interested Parties Registry and the adopted registration rules for the TIF District Interested Parties Registry for each TIF District as required by the TIF Act (See, 65 ILCS 5/11-74.4-4.2).

If there are any questions, please contact me.

*Mike*

## Enclosures

cc: Viola Mims, Village Clerk (w/ encls.)  
Willie Norfleet, Jr., Village Manager (w/ encls.)  
David Myers, Community Development Director (w/ encls.)  
Lanya Satchell, Finance Director (w/ encls.)  
Mark Lucas, Village Engineer (w/ encls.)  
Michael A. Marrs, KTJ (w/ encls.)  
Chuck Durham and Phil McKenna, Kane, McKenna and Associates, Inc. (w/ encls.)



Dated: September 30, 2020

**TENTATIVE SCHEDULE  
FOR ADOPTION AND APPROVAL OF  
FIRST AMENDMENT TO THE TIF DISTRICT REDEVELOPMENT PROJECT AND PLAN  
MADISON STREET / FIFTH AVENUE TIF DISTRICT  
(75 or More Inhabited Residential Units in Redevelopment Project Area)**

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
1.	Village Board approves by motion Contract with Kane McKenna to prepare an Amendment to the TIF District Redevelopment Project and Plan ("Amended Redevelopment Plan"). See, 65 ILCS 5/11-74.4-2	<b>February 4, 2020</b> (at the regular Village Board meeting)  <b>DONE</b>	<b>Village Staff &amp; KTJ</b>
2.	<p>Confirm if Amended Redevelopment Plan will result in the displacement of residents from 10 or more inhabited residential units in the TIF District. <b>(No)</b>  <b>If Yes, housing impact study required.</b>  <b>If No, Village certification required to eliminate requirement of housing impact study.</b></p> <p>Confirm if there are more than 75 inhabited residential units in the TIF District. <b>(Yes)</b>  <b>If Yes, holding a Public Meeting is required.</b>  <b>Purpose: The Village advises the public, taxing districts having real property within RPA, taxpayers who own property in the RPA and residents in the area of the Village's intent to adopt the Amended Redevelopment Plan and to receive public comment.</b>  <b>If No, holding a Public Meeting is not required.</b>            See, 65 ILCS 5/11-74.4-3(n)(5) and 65 ILCS 5/11-74.4-6(e)</p>	<b>May 18, 2020</b>  <b>DONE</b>	<b>Village Staff</b>
3.	Village to identify if any Village officials or staff have ownership interests within the TIF boundaries. Procedures relating to any conflicts need to be reviewed, if applicable. See, 65 ILCS 5/11-74.4-4(n)	<b>July 14, 2020</b>  <b>DONE</b>	<b>Village Board, Village Staff &amp; KTJ</b>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
4.	Delivery of Notice to Entities and Persons on the TIF Interested Parties Registry of the availability of the Amended Redevelopment Plan before/after the July 14, 2020 Village Board Meeting, the Anticipated Public Meeting Date, the JRB Meeting Date and the Public Hearing Date. (Voluntary notice)	<b>July 13, 2020</b>  <b>DONE</b>	<b>KTJ</b>
5.	Publish the TIF Interested Parties Registry Notice in the local newspaper. See, 65 ILCS 5/11-74.4-4.2 65 ILCS 5/11-74.4-5(a), and 5/11-74-5(c)	<b>July 13, 2020 and July 15, 2020</b>  <b>DONE</b>	<b>KTJ</b>
6.	Review the Amended Redevelopment Plan <ul style="list-style-type: none"> <li>An existing Redevelopment Plan cannot be amended and low-income and very low-income residential housing cannot be removed unless the Amended Plan provides for affordable housing and relocation assistance not less than that which is provided under the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.</li> </ul> See, 65 ILCS 5/11-74.4-3(n)(7)	<b>June – July, 2020</b>  <b>DONE</b>	<b>Village Staff, Kane McKenna &amp; KTJ</b>
7.	Announce the time and place of the Public Meeting set by the Director of the Community Development Department (no Village Board approval required; no resolution or ordinance required).  Public Meeting conducted by Director, a member of the staff of the Community Development Department, or by any other person, body or commission designated by the corporate authorities. See, 65 ILCS 5/11-74.4-6(e)	<b>Announcement at July 14, 2020 and October 6, 2020 Village Board Meetings</b>  <b>DONE</b>  <b>Public Meeting Date: October 20, 2020</b>  <b>(6:30 p.m. – Staff to conduct Public Meeting in the Village Hall, so it is not a special Village Board Meeting)</b>	<b>Village Staff</b>

	Action Item	Date To Be Done	Responsible Party
8.	<p><b>Announce the availability</b> of the draft Amended Redevelopment Plan for public inspection, <b>and announce</b> the time and date of the Public Meeting. See, 65 ILCS 5/11-74.4-4(a)</p>	<p><b>July 14, 2020</b> Village Board Meeting <b>and</b> <b>October 6, 2020</b> Village Board Meetings <b>DONE</b></p> <p>Public Meeting date: <b>October 20, 2020</b></p>	<p>Supply Amended Redevelopment Plan to Village Board, Village Staff &amp; KTJ – <b>Kane McKenna</b></p> <p>Mayor to make the announcement at the Village Board Meeting – <b>KTJ Memo</b></p>
9.	<p>Mail notice of the Public Meeting:</p> <ul style="list-style-type: none"> <li>• to all taxing districts (by Certified Mail, return receipt requested);</li> <li>• to all parties who are registered on the Village’s TIF Interested Parties Registry (by Certified Mail, return receipt requested);</li> <li>• to all taxpayers of record within the TIF District (by First Class U.S. Mail); and</li> <li>• to each residential address within the TIF District (by First Class U.S. Mail).</li> </ul> <p><b>Mailed not less than 15 days before the date of the Public Meeting.</b> <b>Notice shall be in languages other than English when appropriate (Spanish).</b> <b>Notice shall contain:</b></p> <ul style="list-style-type: none"> <li>• <b>Time and place of the meeting</b></li> <li>• <b>Boundaries of the RPA by street and location</b></li> <li>• <b>Purpose(s) or purposes of RPA</b></li> <li>• <b>Brief description of tax increment financing</b></li> <li>• <b>Name, telephone number and address of the Village contact person for additional information about the RPA and who should receive all comments and suggestions regarding the development of the RPA</b></li> <li>• <b>Notification that all interested persons will be given an opportunity to be heard at the public meeting</b></li> <li>• <b>Other matters as the Village deems appropriate.</b></li> </ul> <p>See, 65 ILCS 5/11-74.4-6(e)</p>	<p><b>October 5, 2020</b></p> <p>(not less than 15 days before the date of the Public Meeting)</p>	<p><b>Village Staff and Kane McKenna</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
10.	Hold Public Meeting (Village Staff). See, 65 ILCS 5/11-74.4-6(e)	<b>October 20, 2020</b>  (6:30 p.m. – Staff to conduct Public Meeting in the Village Hall, so it is not a special Village Board Meeting)	Prepare Agenda – <b>KTJ</b> Open Meetings Act notice and posting of Public Meeting (recommended, even though it is not a Special Village Board Meeting) – <b>Village Staff</b>
11.	Adopt Ordinance calling for a Joint Review Board Meeting and a Public Hearing relative to the Amended Redevelopment Plan.  See, 65 ILCS 5/11-74.4-5(a, b and c)	<b>October 20, 2020</b>  (at the regular Village Board Meeting)	<b>Ordinance Preparation</b> – <b>KTJ</b> <b>Village Board action</b>

	Action Item	Date To Be Done	Responsible Party
12.	<p>Mail copies of the <b>Ordinance</b> referenced in 11. above and the <b>Amended Redevelopment Plan, along with a Notice of the Joint Review Board Meeting and a Notice of the Public Hearing:</b></p> <ul style="list-style-type: none"> <li>• to all taxing districts (by Certified Mail, return receipt requested);</li> <li>• to the Illinois Department of Commerce and Economic Opportunity (by Certified Mail, return receipt requested); and</li> <li>• to the Public Member of the Joint Review Board (by Certified Mail, return receipt requested).</li> </ul> <p><b>Amended Redevelopment Plan / Report must include:</b> Name of person to contact for further information.</p> <p><b>Notice must include:</b></p> <ul style="list-style-type: none"> <li>• Time and place of Public Hearing</li> <li>• Boundaries of the RPA by legal description and by street location where possible</li> <li>• All interested persons will be given an opportunity to be heard at the Public Hearing</li> <li>• Description of the Amended Redevelopment Plan</li> <li>• Other matters as the Village deems appropriate</li> <li>• Invitation to the DCEO and each taxing district to submit comments to the Village concerning the subject matter of the hearing prior to the date of the Public Hearing.</li> </ul> <p><b>See, Action Items #13 and #16 – for additional mailing requirements</b> See, 65 ILCS 5/11-74.4-6(b and c)</p>	<p><b>October 21, 2020</b></p> <p>(within a reasonable time upon adoption of the Ordinance; however, at least 14 business days after the Public Meeting, not less than 45 days prior to the Public Hearing, and not less than 14, nor more than 28, days prior to the Joint Review Board Meeting)</p>	<p><b>Kane McKenna</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
13.	<p>Mail notice, relative to the availability of the Amended Redevelopment Plan:</p> <ul style="list-style-type: none"> <li>to all residential addresses within 750 feet of the boundaries of the TIF District (<b>by First Class U.S. Mail</b>); and</li> <li>to all parties who are registered on the Village's TIF Interested Parties Registry (<b>by First Class U.S. Mail</b>).</li> </ul> <p>See, 65 ILCS 5/11-74.4-5(a) and 11-74.4-6</p>	<p><b>October 28, 2020</b> (within a reasonable time upon adoption of the Ordinance)</p>	<p><b>Kane McKenna</b></p>
14.	<p>Hold a Joint Review Board Meeting (set date at least 15 days after mailing of notice of JRB meeting date; JRB has 30 days to make a recommendation)</p> <p>See, 65 ILCS 5/11-74.4-5(a)</p>	<p><b>November 13, 2020</b>  (4:30 p.m. in the Village Board Room)</p>	<p>Prepare Agenda – <b>KTJ</b></p> <p>Open Meetings Act notice and posting of meeting – <b>Village Staff</b></p>
15.	<p>Publish notice of the Public Hearing before the Village Board in the newspaper (<i>Sun Times or Tribune and Local Newspaper</i>), twice.</p> <p>See, 65 ILCS 5/11-74.4-6</p> <p>Note: Include in the notice a reference that this Public Hearing will include “mandatory 10 year TIF status report” and “public hearing” per 65 ILCS 5/11-74.4-5(i).</p> <p>The status report must include: (i) the amount of revenue generated within the redevelopment project area; (ii) any expenditures made by the municipality for the redevelopment project area including without limitation expenditures from the special tax allocation fund; (iii) the status of planned activities, goals and objectives set forth in the redevelopment plan, including details on new or planned construction within the redevelopment project area; (iv) the amount of private and public investment within the redevelopment project area; and (v) any other relevant evaluation or performance data.</p>	<p><b>November 19, 2020 and November 26, 2020</b> (twice, with first publication not more than 30, nor less than 10, days prior to the Public Hearing)</p> <p>Within 30 days after the Village compiles the status report, must hold at least one public hearing on the report. The Village must provide 20 days' public notice of the hearing.</p>	<p><b>Kane McKenna</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
16.	<p><b>Mail notice of Public Hearing:</b></p> <ul style="list-style-type: none"> <li>to each taxpayer of record within the TIF District (by Certified Mail, return receipt requested)</li> <li>to all parties who are registered on the Village's TIF Interested Parties Registry (by First Class U.S. Mail)</li> <li>in the event taxes for the last preceding year were not paid, notice sent to the persons last listed on the tax rolls within the preceding 3 years as the owners of such property</li> <li>to all residential addresses within the TIF District (by First Class U.S. Mail) (this mailing required if: RPA has 75 or more inhabited residential units or 10 or more units will be displaced).</li> </ul> <p>See, 65 ILCS 5/11-74.4-6</p>	<p><b>December 4, 2020</b>  <b>(at least 10 days prior to Public Hearing)</b></p>	<p><b>Kane McKenna</b></p>
17.	<p><b>File JRB Recommendation with the Village.</b>  <b>See, 65 ILCS 5/11-74.4-5(b)</b></p> <p><b>Mail copy of JRB Recommendation to JRB members.*</b>  <b>*Not required by TIF Act, but recommended.</b></p>	<p><b>December 15, 2020</b></p>	<p><b>KTJ</b></p>
18.	<p>Hold Public Hearing (Village Board).</p> <p>See, 65 ILCS 5/11-74.4-5(a)</p>	<p><b>December 15, 2020</b></p> <p>(as part of the Village Board meeting)</p>	<p>Prepare Agenda –  <b>KTJ</b></p> <p>Open Meetings Act notice of meeting –  <b>Village Staff</b></p>
19.	<p>Adopt an Ordinance approving the First Amendment to Redevelopment Project and Plan.</p> <p>See, 65 ILCS 5/11-74.4-3.5(a-7)</p>	<p><b>December 29, 2020</b></p> <p>(not more than 90, nor less than 14, days after the Public Hearing)</p> <p>(as part of the Special Village Board meeting)</p>	<p>Ordinance Preparation  <b>KTJ</b></p> <p>Certified Copy of Ordinance to KTJ –  <b>Village Staff</b></p> <p>File Ordinance with County –  <b>KTJ</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
20.	Adopt Ordinance updating the Maywood Municipal Code to reflect the Village's 1997 adoption of the TIF District, approval of the First Amendment to Redevelopment Project and Plan, Interested Parties Registry and Rules, and designating the Village Manager to serve as the as the TIF Administrator.	After Step #19 is completed <b>December 29, 2020</b>  (as part of the Special Village Board meeting)	Ordinance Preparation <b>KTJ</b>
21.	Mail notice of changes to the Redevelopment Plan ( <b>Not required for Major Plan Amendments; Just Minor Plan Amendments</b> ): <ul style="list-style-type: none"> <li>to each taxing district within the TIF District (by First Class U.S. Mail);</li> <li>to all parties who are registered on the Village's TIF Interested Parties Registry (by First Class U.S. Mail); and</li> <li>to all residential addresses within the TIF District (by First Class U.S. Mail).</li> </ul> Publish notice of changes in newspaper of general circulation (Newspaper).  See, 65 ILCS 5/11-74.4-5(a)	<b>N/A</b>	<b>N/A</b>



Dated: September 30, 2020

**TENTATIVE SCHEDULE  
FOR ADOPTION AND APPROVAL OF  
FIRST AMENDMENT TO THE TIF DISTRICT REDEVELOPMENT PROJECT AND PLAN  
ROOSEVELT ROAD TIF DISTRICT  
(Less than 75 Inhabited Residential Units in Redevelopment Project Area)**

	Action Item	Date To Be Done	Responsible Party
1.	Village Board approves by motion Contract with Kane McKenna to prepare an Amendment to the TIF District Redevelopment Project and Plan ("Amended Redevelopment Plan"). See, 65 ILCS 5/11-74.4-2	<b>February 4, 2020</b> (at the regular Village Board meeting)  <b>DONE</b>	<b>Village Staff &amp; KTJ</b>
2.	Confirm if Amended Redevelopment Plan will result in the displacement of residents from 10 or more inhabited residential units. <b>(No)</b> <b>If Yes, housing impact study required.</b> <b>If No, Village certification required to eliminate requirement of housing impact study.</b>  Confirm if there are more than 75 inhabited residential units in TIF District. <b>(No)</b> <b>If Yes, holding a Public Meeting is required.</b> <b>Purpose: Village advises the public, taxing districts having real property within RPA, taxpayers who own property in the RPA and residents in the area of the Village's intent to adopt the Amended Redevelopment Plan and to receive public comment.</b> <b>If No, holding a Public Meeting is not required.</b> See, 65 ILCS 5/11-74.4-3(n)(5) and 65 ILCS 5/11-74.4-6(e)	<b>May 18, 2020</b>  <b>DONE</b>	<b>Village Staff</b>
3.	Village to identify if any Village officials or staff have ownership interests within the TIF boundaries. Procedures relating to any conflicts need to be reviewed, if applicable. See, 65 ILCS 5/11-74.4-4(n)	<b>July 14, 2020</b>  <b>DONE</b>	<b>Village Board, Village Staff &amp; KTJ</b>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
4.	Delivery of Notice to Entities and Persons on the TIF Interested Parties Registry of the availability of Amended Redevelopment Plan before/after July 14, 2020 Village Board Meeting, the Anticipated Public Meeting Date, the JRB Meeting Date and the Public Hearing Date. (Voluntary notice)	<b>July 13, 2020</b>  <b>DONE</b>	<b>KTJ</b>
5.	Publish the TIF Interested Parties Registry Notice in the local newspaper. See, 65 ILCS 5/11-74.4-4.2, 65 ILCS 5/11-74.4-5(a) and 5/11-74-5(c)	<b>July 13, 2020 and July 15, 2020</b>  <b>DONE</b>	<b>KTJ</b>
6.	Review Amended Redevelopment Plan <ul style="list-style-type: none"> <li>An existing Redevelopment Plan cannot be amended and low-income and very low-income residential housing cannot be removed unless the Amended Plan provides for affordable housing and relocation assistance not less than that which is provided under the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.</li> </ul> See, 65 ILCS 5/11-74.4-3(n)(7)	<b>June – July, 2020</b>  <b>DONE</b>	<b>Village Staff, Kane McKenna &amp; KTJ</b>
7.	Announce the availability of the draft Amended Redevelopment Plan for public inspection. See, 65 ILCS 5/11-74.4-4(a)	<b>July 14, 2020</b> Village Board Meeting  <b>DONE</b>	Supply Amended Redevelopment Plan to Village Board, Village Staff & KTJ – <b>Kane McKenna</b>  Mayor to make the announcement at the Village Board Meeting – <b>KTJ Memo</b>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
8.	Adopt Ordinance calling for a Joint Review Board Meeting and a Public Hearing relative to the Amended Redevelopment Plan. See, 65 ILCS 5/11-74.4-5(a, b and c)	<b>October 20, 2020</b>  <b>(at the regular Village Board Meeting)</b>	<b>Ordinance Preparation</b> <b>–</b> <b>KTJ</b> <b>Village Board action</b>
9.	<p>Mail copies of the <b>Ordinance</b> referenced in 8. above <b>and the Amended Redevelopment Plan, along with a Notice of the Joint Review Board Meeting and a Notice of the Public Hearing:</b></p> <ul style="list-style-type: none"> <li>• to all taxing districts (by Certified Mail, return receipt requested);</li> <li>• to the Illinois Department of Commerce and Economic Opportunity (by Certified Mail, return receipt requested); and</li> <li>• to the Public Member of the Joint Review Board (by Certified Mail, return receipt requested).</li> </ul> <p><b>Amended Redevelopment Plan / Report must include:</b> Name of person to contact for further information.</p> <p><b>Notice must include:</b></p> <ul style="list-style-type: none"> <li>• Time and place of Public Hearing</li> <li>• Boundaries of the RPA by legal description and by street location where possible</li> <li>• All interested persons will be given an opportunity to be heard at the Public Hearing</li> <li>• Description of the Amended Redevelopment Plan</li> <li>• Other matters as the Village deems appropriate</li> <li>• Invitation to the DCEO and each taxing district to submit comments to the Village concerning the subject matter of the hearing prior to the date of Public Hearing.</li> </ul> <p><b>See, Action Items #10 and #13 – for additional mailing requirements.</b> See, 65 ILCS 5/11-74.4-6(b and c)</p>	<b>October 21, 2020</b>  (within a reasonable time upon adoption of the Ordinance; however, not less than 45 days prior to the Public Hearing, and not less than 14, nor more than 28, days prior to the Joint Review Board Meeting)	<b>Kane McKenna</b>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
10.	<p>Mail notice, relative to the availability of the Amended Redevelopment Plan:</p> <ul style="list-style-type: none"> <li>to all residential addresses within 750 feet of the boundaries of the TIF District (<b>by First Class U.S. Mail</b>); and</li> <li>to all parties who are registered on the Village's TIF Interested Parties Registry (<b>by First Class U.S. Mail</b>).</li> </ul> <p>See, 65 ILCS 5/11-74.4-5(a) and 11-74.4-6</p>	<p><b>October 21, 2020</b> (within a reasonable time upon adoption of the Ordinance)</p>	<p><b>Kane McKenna</b></p>
			Kane McKenna
11.	<p>Hold Joint Review Board Meeting (set date at least 15 days after mailing of notice of JRB meeting date; JRB has 30 days to make a recommendation).</p> <p>See, 65 ILCS 5/11-74.4-5(a)</p>	<p><b>November 13, 2020</b>  (4:45 p.m. in the Village Board Room)</p>	<p>Prepare Agenda – <b>KTJ</b></p> <p>Open Meetings Act notice and posting of meeting – <b>Village Staff</b></p>
12.	<p>Publish notice of Public Hearing before Village Board in the newspaper (<i>Sun Times or Tribune and Local Newspaper</i>), twice.</p> <p>See, 65 ILCS 5/11-74.4-6</p> <p>Note: Include in the notice a reference that this Public Hearing will include “mandatory 10 year TIF status report” and “public hearing” per 65 ILCS 5/11-74.4-5(i)</p> <p>The status report must include: (i) the amount of revenue generated within the redevelopment project area; (ii) any expenditures made by the municipality for the redevelopment project area including without limitation expenditures from the special tax allocation fund; (iii) the status of planned activities, goals and objectives set forth in the redevelopment plan, including details on new or planned construction within the redevelopment project area; (iv) the amount of private and public investment within the redevelopment project area; and (v) any other relevant evaluation or performance data.</p>	<p><b>November 19, 2020 and November 26, 2020</b> (twice, with first publication not more than 30, nor less than 10, days prior to the Public Hearing)</p> <p>Within 30 days after the Village compiles the status report, must hold at least one public hearing on the report. The Village must provide 20 days' public notice of the hearing.</p>	<p><b>Kane McKenna</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
13.	<p><b>Mail notice of Public Hearing:</b></p> <ul style="list-style-type: none"> <li>to each taxpayer of record within the TIF District (by Certified Mail, return receipt requested)</li> <li>to all parties who are registered on the Village's TIF Interested Parties Registry (by First Class U.S. Mail)</li> <li>in the event taxes for the last preceding year were not paid, notice sent to the persons last listed on the tax rolls within the preceding 3 years as the owners of such property.</li> <li>to all residential addresses within the TIF District (by First Class U.S. Mail) (this mailing required if: RPA has 75 or more inhabited residential units or 10 or more units will be displaced).</li> </ul> <p>See, 65 ILCS 5/11-74.4-6</p>	<p><b>December 4, 2020 (at least 10 days prior to Public Hearing)</b></p>	<p><b>Kane McKenna</b></p>
14.	<p><b>File JRB Recommendation with Village. See, 65 ILCS 5/11-74.4-5(b)</b></p> <p><b>Mail copy of JRB Recommendation to JRB members.*</b></p> <p><b>*Not required by TIF Act, but recommended.</b></p>	<p><b>December 15, 2020</b></p>	<p><b>KTJ</b></p>
15.	<p>Hold Public Hearing (Village Board).</p> <p>See, 65 ILCS 5/11-74.4-5(a)</p>	<p><b>December 15, 2020</b></p> <p>(as part of the Village Board meeting)</p>	<p>Prepare Agenda – <b>KTJ</b></p> <p>Open Meetings Act notice of meeting – <b>Village Staff</b></p>

	<b>Action Item</b>	<b>Date To Be Done</b>	<b>Responsible Party</b>
16.	<p>Adopt Ordinance approving the First Amendment to Redevelopment Project and Plan.</p> <p>See, 65 ILCS 5/11-74.4-3.5(a-7)</p>	<p><b>December 29, 2020</b></p> <p>(not more than 90, nor less than 14, days after the Public Hearing)</p> <p>(as part of the regular Village Board meeting)</p>	<p>Ordinance Preparation – <b>KTJ</b></p> <p>Certified Copy of Ordinance to KTJ – <b>Village Staff</b></p> <p>File Ordinance with County – <b>KTJ</b></p>
17.	<p>Adopt Ordinance updating the Maywood Municipal Code to reflect the Village’s 1997 adoption of the TIF District, approval of the First Amendment to Redevelopment Project and Plan, Interested Parties Registry and Rules, and designating the Village Manager to serve as the as the TIF Administrator .</p>	<p>After Step #16 is completed <b>December 29, 2020</b></p> <p>(as part of the regular Village Board meeting)</p>	<p>Ordinance Preparation – <b>KTJ</b></p>
18.	<p>Mail notice of changes to Redevelopment Plan (<b>Not required for Major Plan Amendments; Just Minor Plan Amendments</b>):</p> <ul style="list-style-type: none"> <li>• to each taxing district within the TIF District (by First Class U.S. Mail);</li> <li>• to all parties who are registered on the Village’s TIF Interested Parties Registry (by First Class U.S. Mail); and</li> <li>• to all residential addresses within the TIF District (by First Class U.S. Mail).</li> </ul> <p>Publish notice of changes in newspaper of general circulation (Newspaper). See, 65 ILCS 5/11-74.4-5(a)</p>	<p><b>N/A</b></p>	<p><b>N/A</b></p>

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Allied Waste Service

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoices for garbage and rollover services for the following months:

<b>INVOICE</b>	<b>DATE</b>	<b>AMOUNT</b>
0551-014763476	2/29/2020	\$ 23,862.31
0551-014891884	6/30/2020	\$ 8,823.85
0551-014923731	7/31/2020	\$ 12,204.24
0551-014948991	8/31/2020	\$ 10,654.40
0551-014942067	8/31/2020	\$ 154,895.00

**RECOMMENDATION:** It is recommendation that the total payments of \$210,439.80 be approved for payment. The expense account to be charged: 41-55-574.00.





5050 W. Lake Street  
Melrose Park IL 60160-276666

**Customer Service** (708) 345-7050  
RepublicServices.com/Support

**Important Information**

With My Republic Services, you can easily pay your bill, schedule a pickup and more. Sign up today at RepublicServices.com/MyAccount

**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014763476  
**Invoice Date** February 29, 2020  
**Past Due on 02/29/20** \$12,259.37  
**Payments/Adjustments** \$0.00  
**Current Invoice Charges** \$23,862.31

<b>Total Amount Due</b> \$36,121.68	<b>Payment Due Date</b> Past Due
--	-------------------------------------

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Vlg Of Maywood Public Works 2nd Ave &amp; Wilcox Rd CSA S158602</b>				
<b>Maywood, IL Contract: 10051 (C2)</b>				
<b>1 Waste Container 20 Cu Yd, On Call Service</b>				
Extra Tonnage 02/03	962274	1.4700Tons	\$53.00	\$77.91
Receipt Number 44216				
Pickup Service 02/03	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43629				
Pickup Service 02/03	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44216				
Extra Tonnage 02/04	962654	.5800Ton	\$53.00	\$30.74
Receipt Number 46098				
Extra Tonnage 02/04	962541	.4800Ton	\$53.00	\$25.44
Receipt Number 44141				
Extra Tonnage 02/04	962591	3.0500Tons	\$53.00	\$161.65
Receipt Number 44143				
Extra Tonnage 02/04	962613	1.7000Tons	\$53.00	\$90.10
Receipt Number 44144				
Extra Tonnage 02/04	962644	5.7400Tons	\$53.00	\$304.22
Receipt Number 44145				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 46096				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 46098				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44141				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44142				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44143				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44144				
Pickup Service 02/04	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44145				
Extra Tonnage 02/05	962909	2.0700Tons	\$53.00	\$109.71

<b>Past Due</b>	<b>30 Days</b> \$5,094.48	<b>60 Days</b> \$7,164.89	<b>90+ Days</b> \$0.00
-----------------	------------------------------	------------------------------	---------------------------

Recommended To Be Paid

Dept. Head: *William Maywood*

Expense Acct: \_\_\_\_\_ PO # \_\_\_\_\_  
Date: *5-30-20*



5050 W. Lake Street  
Melrose Park IL 60160-276666

Please Return This Portion With Payment

**Total Amount Due** \$36,121.68  
**Payment Due Date** Past Due  
**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014763476

**Total Enclosed**  
\_\_\_\_\_

Return Service Requested

For Billing Address Changes, Check Box and Complete Reverse

Make Checks Payable To:

VILLAGE OF MAYWOOD (TEMP)  
40 MADISON ST  
MAYWOOD IL 60153-2323

REPUBLIC SERVICES #551  
PO BOX 9001154  
LOUISVILLE KY 40290-1154



**UNDERSTANDING YOUR BILL**  
Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

**Check Processing**

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

**Cancellation & Payment Policy**

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

**Understanding Our Rates, Charges and Fees**

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

---

Simple account access at your fingertips.

Download the Republic Services app or visit [RepublicServices.com](http://RepublicServices.com) today.



Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

**BILLING ADDRESS CHANGE**

Address		
City	State	Zip Code
Phone	Alternate Phone	



5050 W. Lake Street  
Melrose Park IL 60160-276666

Account Number  
Invoice Number  
Invoice Date

3-0551-3003652  
0551-014763476  
February 29, 2020

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Receipt Number 44233 Extra Tonnage 02/05	962900	1.0700 Tons	\$53.00	\$56.71
Receipt Number 43728 Extra Tonnage 02/05	1033096	3.5400 Tons	\$53.00	\$187.62
Receipt Number 43902 Extra Tonnage 02/05	1033106	.6200 Ton	\$53.00	\$32.86
Receipt Number 43903 Extra Tonnage 02/05	1033107	1.9700 Tons	\$53.00	\$104.41
Receipt Number 43904 Extra Tonnage 02/05	1033111	2.4700 Tons	\$53.00	\$130.91
Receipt Number 43905 Extra Tonnage 02/05	962894	1.1100 Tons	\$53.00	\$58.83
Receipt Number 43906 Extra Tonnage 02/05	1033060	2.7000 Tons	\$53.00	\$143.10
Receipt Number 43087 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44233 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43728 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43902 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43903 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43904 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43905 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43906 Pickup Service 02/05	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 43087 Extra Tonnage 02/06	963024	.4800 Ton	\$53.00	\$25.44
Receipt Number 44237 Extra Tonnage 02/06	963057	4.2600 Tons	\$53.00	\$225.78
Receipt Number 44238 Extra Tonnage 02/06	963090	3.4300 Tons	\$53.00	\$181.79
Receipt Number 44239 Pickup Service 02/06	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44237 Pickup Service 02/06	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44238 Pickup Service 02/06	Olivia	1.0000	\$465.00	\$465.00
Receipt Number 44239 Extra Tonnage 02/10	963562	5.0900 Tons	\$53.00	\$269.77
Receipt Number 44652 Pickup Service 02/10	Full	1.0000	\$465.00	\$465.00
Receipt Number 44651 Pickup Service 02/10	Full	1.0000	\$465.00	\$465.00
Receipt Number 44652 Extra Tonnage 02/11	963792	1.6500 Tons	\$53.00	\$87.45
Receipt Number 43889 Extra Tonnage 02/11	963813	3.2700 Tons	\$53.00	\$173.31
Receipt Number 43890 Extra Tonnage 02/11	963666	2.9900 Tons	\$53.00	\$158.47
Receipt Number 43663 Extra Tonnage 02/11	963695	3.1600 Tons	\$53.00	\$167.48
Receipt Number 43664 Extra Tonnage 02/11	963723	3.4300 Tons	\$53.00	\$181.79
Receipt Number 43665 Extra Tonnage 02/11	963767	2.2500 Tons	\$53.00	\$119.25
Receipt Number 43566				



**REPUBLIC  
SERVICES**

5050 W. Lake Street  
Melrose Park IL 60160-27666

**Account Number**  
**Invoice Number**  
**Invoice Date**

**3-0551-3003652**  
**0551-014763476**  
**February 29, 2020**

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Extra Tonnage 02/11	963811	.7400Ton	\$53.00	\$39.22
Receipt Number 43667				
Extra Tonnage 02/11	963799	4.6900 Tons	\$53.00	\$248.57
Receipt Number 44658				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43888				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43889				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43890				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43663				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43664				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43665				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43566				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 43667				
Pickup Service 02/11	Full	1.0000	\$465.00	\$465.00
Receipt Number 44658				
Extra Tonnage 02/12	1033425	1.3200 Tons	\$53.00	\$69.96
Receipt Number 45979				
Extra Tonnage 02/12	1033431	1.9300 Tons	\$53.00	\$102.29
Receipt Number 45980				
Pickup Service 02/12	Full	1.0000	\$465.00	\$465.00
Receipt Number 45979				
Pickup Service 02/12	Full	1.0000	\$465.00	\$465.00
Receipt Number 45980				
Extra Tonnage 02/13	1033435	3.0900 Tons	\$53.00	\$163.77
Receipt Number 45981				
Extra Tonnage 02/13	1033450	.7600Ton	\$53.00	\$40.28
Receipt Number 45982				
Pickup Service 02/13	Full	1.0000	\$465.00	\$465.00
Receipt Number 45981				
Pickup Service 02/13	Full	1.0000	\$465.00	\$465.00
Receipt Number 45982				
Extra Tonnage 02/25	965877	2.0900 Tons	\$53.00	\$110.77
Receipt Number 47971				
Extra Tonnage 02/25	965914	.9700Ton	\$53.00	\$51.41
Receipt Number 47973				
Pickup Service 02/25	Full	1.0000	\$465.00	\$465.00
Receipt Number 47971				
Pickup Service 02/25	Full	1.0000	\$465.00	\$465.00
Receipt Number 47972				
Pickup Service 02/25	Full	1.0000	\$465.00	\$465.00
Receipt Number 47973				
Pickup Service 02/25	Full	1.0000	\$465.00	\$465.00
Receipt Number 47974				
<b>1 Waste Container 30 Cu Yd, On Call Service Tires</b>				
Disposal/Recycling 02/06	1213209	5.7300 Tons	\$154.00	\$882.42
Receipt Number 47137				
Pickup Service 02/06	Olivia	1.0000	\$193.60	\$193.60
Receipt Number 47137				
Disposal/Recycling 02/11	1213549	3.4200 Tons	\$154.00	\$526.68
Receipt Number 43662				
Pickup Service 02/11	Full	1.0000	\$193.60	\$193.60
Receipt Number 43662				

**CURRENT INVOICE CHARGES, Due by March 25, 2020**

**\$23,862.31**



5050 W. Lake Street  
Melrose Park IL 60160-276666

**Customer Service** (708) 345-7050  
RepublicServices.com/Support

**Important Information**

With My Republic Services, you can easily pay your bill, schedule a pickup and more. Sign up today at RepublicServices.com/MyAccount

**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014891884  
**Invoice Date** June 30, 2020  
**Previous Balance** \$46,637.34  
**Payments/Adjustments** -\$7,643.53  
**Current Invoice Charges** \$8,823.85

<b>Total Amount Due</b> \$47,817.66	<b>Payment Due Date</b> Past Due
--	-------------------------------------

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 06/20	102695	-\$7,643.53

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Village Of Maywood (temp) 1406 S 9th Ave Maywood, IL Contract: 10051 (C2) 1 Waste Container 30 Cu Yd, On Call Service</b>				
Pickup Service 06/05	Nathaniel	1.0000	\$422.95	\$422.95
Receipt Number 55033				
<b>Vlg Of Maywood Public Works 2nd Ave &amp; Wilcox Rd CSA S158602 Maywood, IL Contract: 10051 (C2) 1 Waste Container 20 Cu Yd, On Call Service</b>				
Extra Tonnage 06/01	981755	2.4600 Tons	\$57.90	\$142.43
Receipt Number 54645				
Extra Tonnage 06/01	981724	1.2800 Tons	\$57.90	\$74.11
Receipt Number 55006				
Extra Tonnage 06/01	981754	1.8900 Tons	\$57.90	\$109.43
Receipt Number 55007				
Pickup Service 06/01	John West	1.0000	\$508.00	\$508.00
Receipt Number 54645				
Pickup Service 06/01	John West	1.0000	\$508.00	\$508.00
Receipt Number 55006				
Pickup Service 06/01	John West	1.0000	\$508.00	\$508.00
Receipt Number 55007				
Pickup Service 06/03	Full	1.0000	\$508.00	\$508.00
Receipt Number 54427				
Extra Tonnage 06/09	983093	1.8300 Tons	\$57.90	\$105.96
Receipt Number 52112				
Pickup Service 06/09	Full	1.0000	\$508.00	\$508.00
Receipt Number 52112				
Extra Tonnage 06/16	984410	.0400 Ton	\$57.90	\$2.32
Receipt Number 52126				

Past Due	30 Days \$9,595.34	60 Days \$0.00	90+ Days \$29,398.47
----------	-----------------------	-------------------	-------------------------



5050 W. Lake Street  
Melrose Park IL 60160-276666

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

**Total Amount Due** \$47,817.66  
**Payment Due Date** Past Due  
**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014891884

For Billing Address Changes  
Check Box and Complete Reverse

Make Checks Payable To:

VILLAGE OF MAYWOOD (TEMP)  
40 MADISON ST  
MAYWOOD IL 60153-2323

REPUBLIC SERVICES #551  
PO BOX 9001154  
LOUISVILLE KY 40290-1154



**UNDERSTANDING YOUR BILL**  
 Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

**Check Processing**

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

**Cancellation & Payment Policy**

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

**Understanding Our Rates, Charges and Fees**

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

**IMPORTANT INFORMATION**

(Continued from Page 1)

It's easy to go paperless! Sign up for Paperless Billing at [RepublicServices.com](http://RepublicServices.com) and enjoy the convenience of managing your account anytime, anywhere, on any device.

Simple account access at your fingertips.

Download the Republic Services app or visit [RepublicServices.com](http://RepublicServices.com) today.



Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

**BILLING ADDRESS CHANGE**

Address		
City	State	Zip Code
Phone	Alternate Phone	



5050 W. Lake Street  
Melrose Park IL 60160-27666

Account Number  
Invoice Number  
Invoice Date

3-0551-3003652  
0551-014891884  
June 30, 2020

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Extra Tonnage 06/16	984430	1.3100 Tons	\$57.90	\$75.85
Receipt Number 52127				
Pickup Service 06/16	Full	1.0000	\$508.00	\$508.00
Receipt Number 52124				
Pickup Service 06/16	Full	1.0000	\$508.00	\$508.00
Receipt Number 52125				
Pickup Service 06/16	Full	1.0000	\$508.00	\$508.00
Receipt Number 52126				
Pickup Service 06/16	Full	1.0000	\$508.00	\$508.00
Receipt Number 52127				
Pickup Service 06/23	Full	1.0000	\$508.00	\$508.00
Receipt Number 59632				
Pickup Service 06/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 55670				
Pickup Service 06/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 55671				
Pickup Service 06/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 55672				
Pickup Service 06/29	John	1.0000	\$508.00	\$508.00
Receipt Number 63911				
<b>1 Waste Container 30 Cu Yd, On Call Service Tires</b>				
Disposal/Recycling 06/16	1225120	3.8000 Tons	\$154.00	\$585.20
Receipt Number 52128				
Pickup Service 06/16	Full	1.0000	\$193.60	\$193.60
Receipt Number 52128				
<b>CURRENT INVOICE CHARGES, Due by July 25, 2020</b>				<b>\$8,823.85</b>

Recommended To Be Paid

Dept.Head: William Wright

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_





5050 W. Lake Street  
Melrose Park IL 60160-276666

**Customer Service** (708) 345-7050  
RepublicServices.com/Support

**Important Information**

With My Republic Services, you can easily pay your bill, schedule a pickup and more. Sign up today at RepublicServices.com/MyAccount

**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014923731  
**Invoice Date** July 31, 2020  
**Previous Balance** \$47,817.66  
**Payments/Adjustments** -\$15,131.50  
**Current Invoice Charges** \$12,204.24

<b>Total Amount Due</b>	<b>Payment Due Date</b>
<b>\$44,890.40</b>	<b>Past Due</b>

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 07/21	102923	-\$5,536.16
Payment - Thank You 07/30	102998	-\$9,595.34

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Vlg Of Maywood Public Works 2nd Ave &amp; Wilcox Rd CSA S158602</b>				
<b>Maywood, IL Contract: 10051 (C2)</b>				
<b>1 Waste Container 20 Cu Yd, On Call Service</b>				
Extra Tonnage 07/07	988280	.7700 Ton	\$57.90	\$44.58
Receipt Number 63647				
Extra Tonnage 07/07	988272	2.0500 Tons	\$57.90	\$118.70
Receipt Number 63592				
Pickup Service 07/07	John	1.0000	\$508.00	\$508.00
Receipt Number 63647				
Pickup Service 07/07	John	1.0000	\$508.00	\$508.00
Receipt Number 63592				
Pickup Service 07/07	John	1.0000	\$508.00	\$508.00
Receipt Number 63732				
Extra Tonnage 07/09	988570	3.9500 Tons	\$57.90	\$228.71
Receipt Number 64650				
Pickup Service 07/09	John	1.0000	\$508.00	\$508.00
Receipt Number 64650				
Extra Tonnage 07/10	988908	1.0200 Tons	\$57.90	\$59.06
Receipt Number 64215				
Extra Tonnage 07/10	989000	6.2500 Tons	\$57.90	\$361.88
Receipt Number 64218				
Pickup Service 07/10	John	1.0000	\$508.00	\$508.00
Receipt Number 64215				
Pickup Service 07/10	John	1.0000	\$508.00	\$508.00
Receipt Number 64216				
Pickup Service 07/10	John	1.0000	\$508.00	\$508.00
Receipt Number 64218				
Extra Tonnage 07/14	989547	.7700 Ton	\$57.90	\$44.58

<b>Past Due</b>	<b>30 Days</b> \$8,823.85	<b>60 Days</b> \$0.00	<b>90+ Days</b> \$23,862.31
-----------------	------------------------------	--------------------------	--------------------------------



5050 W. Lake Street  
Melrose Park IL 60160-276666

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

VILLAGE OF MAYWOOD (TEMP)  
40 MADISON ST  
MAYWOOD IL 60153-2323

**Total Amount Due** \$44,890.40  
**Payment Due Date** Past Due  
**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014923731

For Billing Address Changes,  
Check Box and Complete Reverse

Make Checks Payable To:

REPUBLIC SERVICES #551  
PO BOX 9001154  
LOUISVILLE KY 40290-1154



**UNDERSTANDING YOUR BILL**

Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

**Check Processing**

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

**Cancellation & Payment Policy**

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

**Understanding Our Rates, Charges and Fees**

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

**IMPORTANT INFORMATION**

(Continued from Page 1)

It's easy to go paperless! Sign up for Paperless Billing at [RepublicServices.com](http://RepublicServices.com) and enjoy the convenience of managing your account anytime, anywhere, on any device.

Simple account access at your fingertips.

Download the Republic Services app or visit [RepublicServices.com](http://RepublicServices.com) today.



Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

**BILLING ADDRESS CHANGE**

Address		
City	State	Zip Code
Phone	Alternate Phone	



5050 W. Lake Street  
Melrose Park IL 60160-27666

Account Number  
Invoice Number  
Invoice Date

3-0551-3003652  
0551-014923731  
July 31, 2020

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Receipt Number 63780 Pickup Service 07/14	John	1.0000	\$508.00	\$508.00
Receipt Number 63779 Pickup Service 07/14	John	1.0000	\$508.00	\$508.00
Receipt Number 63780 Pickup Service 07/14	John	1.0000	\$508.00	\$508.00
Receipt Number 64680 Pickup Service 07/14	John	1.0000	\$508.00	\$508.00
Receipt Number 64681 Pickup Service 07/23	Full	1.0000	\$508.00	\$508.00
Receipt Number 65576 Extra Tonnage 07/31	1299182	11.5100 Tons	\$57.90	\$666.43
Receipt Number 65238 Extra Tonnage 07/31	1299199	9.0700 Tons	\$57.90	\$525.15
Receipt Number 65239 Pickup Service 07/31	Sue Risner	1.0000	\$508.00	\$508.00
Receipt Number 35920 Pickup Service 07/31	Sue Risner	1.0000	\$508.00	\$508.00
Receipt Number 35622 Pickup Service 07/31	Sue Risner	1.0000	\$508.00	\$508.00
Receipt Number 65238 Pickup Service 07/31	Sue Risner	1.0000	\$508.00	\$508.00
Receipt Number 65239 Pickup Service 07/31	Sue Risner	1.0000	\$508.00	\$508.00
<b>1 Waste Container 20 Cu Yd, On Call Service</b> Extra Tonnage 07/07	988257	2.9100 Tons	\$57.90	\$168.49
Receipt Number 63646 Pickup Service 07/07	John	1.0000	\$508.00	\$508.00
Receipt Number 63646 Pickup Service 07/09	John	1.0000	\$508.00	\$508.00
Receipt Number 64651 Extra Tonnage 07/10	988978	5.7800 Tons	\$57.90	\$334.66
Receipt Number 64217 Pickup Service 07/10	John	1.0000	\$508.00	\$508.00
Receipt Number 64217				

**CURRENT INVOICE CHARGES, Due by August 25, 2020**

**\$12,204.24**

Recommended To Be Paid

Dept.Head: Willie Noyes

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_





5050 W. Lake Street  
Melrose Park IL 60160-27666

**Customer Service** (708) 345-7050  
RepublicServices.com/Support

**Important Information**

With My Republic Services, you can easily pay your bill, schedule a pickup and more. Sign up today at RepublicServices.com/MyAccount

**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014948991  
**Invoice Date** August 31, 2020  
**Past Due on 08/31/20** \$44,890.40  
**Payments/Adjustments** \$0.00  
**Current Invoice Charges** \$10,654.40

<b>Total Amount Due</b>	<b>Payment Due Date</b>
<b>\$55,544.80</b>	<b>Past Due</b>

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Vlg Of Maywood Public Works 2nd Ave &amp; Wilcox Rd CSA S158602</b>				
<b>Maywood, IL Contract: 10051 (C2)</b>				
<b>1 Waste Container 20 Cu Yd, On Call Service</b>				
Pickup Service 08/05	Full	1.0000	\$508.00	\$508.00
Receipt Number 35941				
Extra Tonnage 08/12	994941	1.1500Tons	\$57.90	\$66.59
Receipt Number 53520				
Pickup Service 08/12	Full	1.0000	\$508.00	\$508.00
Receipt Number 53518				
Pickup Service 08/12	Full	1.0000	\$508.00	\$508.00
Receipt Number 53520				
Pickup Service 08/12	Full	1.0000	\$508.00	\$508.00
Receipt Number 53519				
Pickup Service 08/12	Full	1.0000	\$508.00	\$508.00
Receipt Number 36276				
Extra Tonnage 08/18	995884	5.7000Tons	\$57.90	\$330.03
Receipt Number 35280				
Extra Tonnage 08/18	995952	1.6400Tons	\$57.90	\$94.96
Receipt Number 35281				
Extra Tonnage 08/18	995982	4.4900Tons	\$57.90	\$259.97
Receipt Number 35282				
Pickup Service 08/18	Tish	1.0000	\$508.00	\$508.00
Receipt Number 35280				
Pickup Service 08/18	Tish	1.0000	\$508.00	\$508.00
Receipt Number 35281				
Pickup Service 08/18	Tish	1.0000	\$508.00	\$508.00
Receipt Number 35282				
Pickup Service 08/18	Tish	1.0000	\$508.00	\$508.00
Receipt Number 35077				
Service Attempt 08/25	Full	1.0000	\$298.00	\$298.00
Receipt Number 33429				
Extra Tonnage 08/25	997221	8.4300Tons	\$57.90	\$488.10
Receipt Number 36072				
Extra Tonnage 08/25	997212	2.1300Tons	\$57.90	\$123.33

<b>Past Due</b>	<b>30 Days</b> \$12,204.24	<b>60 Days</b> \$8,823.85	<b>90+ Days</b> \$23,862.31
-----------------	-------------------------------	------------------------------	--------------------------------

L2RCFTDTP8 001135 1NNNNNNNNNN NNN NNN 001 002 005053 2177394.1



5050 W. Lake Street  
Melrose Park IL 60160-27666

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

L2RCFTDTP8 001135



VILLAGE OF MAYWOOD (TEMP)  
40 MADISON ST  
MAYWOOD IL 60153-2323



**Total Amount Due** \$55,544.80  
**Payment Due Date** Past Due  
**Account Number** 3-0551-3003652  
**Invoice Number** 0551-014948991

For Billing Address Changes  
Check Box and Complete Reverse

Make Checks Payable To:



REPUBLIC SERVICES #551  
PO BOX 9001154  
LOUISVILLE KY 40290-1154



**UNDERSTANDING YOUR BILL**  
 Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

**Check Processing**

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

**Cancellation & Payment Policy**

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

**Understanding Our Rates, Charges and Fees**

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services' most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

**IMPORTANT INFORMATION**

*(Continued from Page 1)*

It's easy to go paperless! Sign up for Paperless Billing at [RepublicServices.com](http://RepublicServices.com) and enjoy the convenience of managing your account anytime, anywhere, on any device.

Simple account access at your fingertips.

Download the Republic Services app or visit [RepublicOnline.com](http://RepublicOnline.com) today.



005054

Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

**BILLING ADDRESS CHANGE**

Address		
City	State	Zip Code
Phone	Alternate Phone	





5050 W. Lake Street  
Melrose Park IL 60160-276666

Account Number  
Invoice Number  
Invoice Date

3-0551-3003652  
0551-014948991  
August 31, 2020

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Receipt Number 32252 Pickup Service 08/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 36072 Pickup Service 08/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 32251 Pickup Service 08/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 32252 Service Attempt 08/27	Tish	1.0000	\$298.00	\$298.00
Receipt Number 33398 <b>1 Waste Container 20 Cu Yd, On Call Service</b>				
Extra Tonnage 08/20	996391	2.2500 Tons	\$57.90	\$130.28
Receipt Number 35292 Extra Tonnage 08/20	996446	4.0900 Tons	\$57.90	\$236.81
Receipt Number 35294 Pickup Service 08/20	Full	1.0000	\$508.00	\$508.00
Receipt Number 35293 Pickup Service 08/20	Full	1.0000	\$508.00	\$508.00
Receipt Number 35294 Pickup Service 08/20	Full	1.0000	\$508.00	\$508.00
Receipt Number 35295 Extra Tonnage 08/25	997226	3.4600 Tons	\$57.90	\$200.33
Receipt Number 33390 Pickup Service 08/25	Full	1.0000	\$508.00	\$508.00
Receipt Number 33390				
<b>CURRENT INVOICE CHARGES, Due by September 25, 2020</b>				<b>\$10,654.40</b>

Recommended To Be Paid

Dept. Head: William Nagaw

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

L2RC:TD1P8 001135 1NNNNNNNNNN NNN NNN 002 002 005055 21717394.1

005056





5050 W. Lake Street  
Melrose Park IL 60160-276666

Customer Service (708) 345-7050  
RepublicServices.com/Support

**Important Information**

With My Republic Services, you can easily pay your bill, schedule a pickup and more. Sign up today at RepublicServices.com/MyAccount

Account Number 3-0551-0010051  
Invoice Number 0551-014942067  
Invoice Date August 31, 2020  
Past Due on 08/31/20 \$464,685.00  
Payments/Adjustments \$0.00  
Current Invoice Charges \$154,895.00

<b>Total Amount Due</b>	<b>Payment Due Date</b>
<b>\$619,580.00</b>	<b>Past Due</b>

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
<b>Contract: 10051 Village Of Maywood (C4)</b>				
Disposal/Recycling 08/31		1.0000	\$41,525.00	\$41,525.00
Recycling Service 08/01-08/31		1.0000	\$15,300.00	\$15,300.00
Residential Service 08/01-08/31		1.0000	\$80,590.00	\$80,590.00
Yardwaste Service 08/01-08/31		1.0000	\$17,480.00	\$17,480.00

**CURRENT INVOICE CHARGES, Due by September 25, 2020** **\$154,895.00**

Recommended To Be Paid

Dept. Head: Michelle Rogers

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

Simple account access at your fingertips.

Download the Republic Services app or visit RepublicServices.com today.



<b>Past Due</b>	<b>30 Days</b> \$154,895.00	<b>60 Days</b> \$154,895.00	<b>90+ Days</b> \$154,895.00
-----------------	--------------------------------	--------------------------------	---------------------------------



5050 W. Lake Street  
Melrose Park IL 60160-276666

Please Return This  
Portion With Payment

**Total Amount Due \$619,580.00**  
**Payment Due Date Past Due**  
**Account Number 3-0551-0010051**  
**Invoice Number 0551-014942067**

Return Service Requested

**Total Enclosed**

For Billing Address Changes,  
Check Box and Complete Reverse.

Make Checks Payable To:

VILLAGE OF MAYWOOD  
ATTN: TANIKA  
40 MADISON ST  
MAYWOOD IL 60153-2323

REPUBLIC SERVICES #551  
PO BOX 9001154  
LOUISVILLE KY 40290-1154



**UNDERSTANDING YOUR BILL**

Visit [RepublicServices.com/MyBill](http://RepublicServices.com/MyBill)

**Check Processing**

When you provide a check as payment, you authorize us to use information from your check to make a one-time electronic fund transfer from your account. When we make an electronic transfer, funds may be withdrawn from your account the same day we receive your payment or check and you will not receive your check back from your financial institution.

**Cancellation & Payment Policy**

Unless prohibited by applicable law, regulation, or franchise or other agreement: (1) we reserve the right to require that payment for services be made only by check, credit card or money order; and (2) if service is canceled during a billing cycle, you will remain responsible for all charges, fees and taxes through the end of the billing cycle. You will not be entitled to proration of billing or a refund for the period between the notice of termination and the end of the current billing cycle.

**Understanding Our Rates, Charges and Fees**

If you are receiving service from Republic Services without a written contract, please visit [RepublicServices.com/Fees](http://RepublicServices.com/Fees) to review the financial terms and conditions relating to your service. If you are receiving service from Republic Services pursuant to a written contract, but have questions relating to any charges or fees, [RepublicServices.com/Fees](http://RepublicServices.com/Fees) provides a detailed description of Republic Services most common charges and fees. If you do not have access to a computer, you may request that a copy be mailed to you by calling Customer Service at the number on the front of this invoice.

**IMPORTANT INFORMATION**

(Continued from Page 1)

It's easy to go paperless! Sign up for Paperless Billing at [RepublicServices.com](http://RepublicServices.com) and enjoy the convenience of managing your account anytime, anywhere, on any device.

Please fill out the form below if your billing address has changed and return this portion of your statement to us using the envelope enclosed. Thank you!

**BILLING ADDRESS CHANGE**

Address		
City	State	Zip Code
Phone	Alternate Phone	

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, AT&T

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoices for phone service.

<b>INVOICE</b>	<b>DATE</b>	<b>AMOUNT</b>
7084504447107	7/25/2020	\$ 5,073.57
708450447108	8/25/2020	\$ 5,454.09

**RECOMMENDATION:** It is recommendation that the total payments of \$10,527.66 be approved for payment. The expense account to be charged: 01-19-55400.



VILLAGE OF MAYWOOD  
40 MADISON ST  
MAYWOOD, IL 60153-2323

Page 1 of 2  
Account Number 708 450-4471 095 7  
Billing Date Jul 25, 2020  
Web Site att.com  
Invoice Number 708450447107

# Monthly Statement

Jun 26 - Jul 25, 2020

## Bill-At-A-Glance

Previous Bill	15,215.24
Payment	10,142.72 CR
Adjustments	.00
Past Due - Please Pay Immediately	5,072.52
Current Charges	5,073.57
<b>Total Amount Due</b>	<b>\$10,146.09</b>
Current Charges Due in Full by	<b>Aug 17, 2020</b>

## Detail of Payments and Adjustments

Item No.	Date	Description	Adjustments	Payments
1	7-13	Payment		5,071.30
2	7-20	Payment		5,071.42
Totals			.00	10,142.72

## Plans and Services

### Monthly Service - Jul 25 thru Aug 24

Monthly Charges	4,328.12
Federal Access Charge	14.82
<b>Total Monthly Service</b>	<b>4,342.94</b>

### Additions and Changes to Service

(Computed from Service Date to Billing Date)

This section of your bill reflects charges and credits resulting from account activity.

Item No.	Description	Quantity	USOC	Monthly Rate	Amount Billed
<b>Main Line 708 450-4471</b>					
<b>Date: Jul 24, 2020</b>					
<b>Order Number R9046103351</b>					
Effective Jul 1, 2020, your Bill reflects an increase of \$42 in your Monthly Service charges. Charges are prorated from Jul 1, 2020 thru Jul 24, 2020					
1.	Monthly Service				.34
Total Charges for Order Number R9046103351					.34
Total Charges for Main Line 708 450-4471					.34

### Station 708 343-2121

Date: Jul 24, 2020

Order Number R9046103351

Effective Jul 1, 2020, your Bill reflects an increase of \$42 in your Monthly Service charges. Charges are prorated from Jul 1, 2020 thru Jul 24, 2020

## Billing Summary

Online: att.com/myatt

<b>Plans and Services</b>	5,073.57
1-877-438-0041	
Repair Service:	
1-877-888-5622	
<b>Total of Current Charges</b>	<b>5,073.57</b>

Recommended To Be Paid

Dept. Head: *William Nguyen*

Expense Acct: \_\_\_\_\_

Date: 8-18-20 PO # \_\_\_\_\_

1086.11.491.104681 1 AB 0.419 Mailed by date Jul 27, 2020 cp



VILLAGE OF MAYWOOD  
40 MADISON ST  
MAYWOOD IL 60153-2323



VILLAGE OF MAYWOOD  
40 MADISON ST  
MAYWOOD, IL 60153-2323

Page 1 of 2  
Account Number 708 450-4471 095 7  
Billing Date Aug 25, 2020

Web Site att.com

Invoice Number 708450447108

# Monthly Statement

Jul 26 - Aug 25, 2020

## Bill-At-A-Glance

Previous Bill	10,146.09
Payment	.00
Adjustments	.00
Past Due - Please Pay Immediately	10,146.09
Current Charges	5,454.09
<b>Total Amount Due</b>	<b>\$15,600.18</b>
Current Charges Due in Full by	Sep 17, 2020

## Billing Summary

Online: att.com/myatt

<b>Plans and Services</b>	5,454.09
1-877-438-0041	
Repair Service:	
1-877-888-5622	
<b>Total of Current Charges</b>	<b>5,454.09</b>

Recommended To Be Paid

Dept. Head: William Noyes

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

## Plans and Services

### Monthly Service - Aug 25 thru Sep 24

Monthly Charges	4,510.12
Federal Access Charge	14.82
<b>Total Monthly Service</b>	<b>4,524.94</b>

### Additions and Changes to Service

(Computed from Service Date to Billing Date)

This section of your bill reflects charges and credits resulting from account activity.

Item	No.	Description	Quantity	USOC	Monthly Rate	Amount Billed
------	-----	-------------	----------	------	--------------	---------------

Station 708 343-2121

Date: Aug 25, 2020

Order Number R9046122425

Effective Aug 1, 2020, your Bill reflects an increase of \$182.00 in your Monthly Service charges. Charges are prorated from Aug 1, 2020 thru Aug 24, 2020

1. Monthly Service						145.60
--------------------	--	--	--	--	--	--------

### Local Calls

#### Direct Dialed Calls

#### Over 8 Miles

1 Initial Minutes						.47
-------------------	--	--	--	--	--	-----

<b>Total for Direct Dialed Calls</b>						<b>.47</b>
--------------------------------------	--	--	--	--	--	------------

1 Call(s) made this month averaged \$.47 per call

### Local Toll

No.	Date	Time	Place Called	Number	Code	Min
-----	------	------	--------------	--------	------	-----

#### Calls Charged to 708 343-2122

1 Local call(s) totaling 1 Minute(s)  
(F.Y.I. - \$.47 before volume discounts)

### Surcharges and Other Fees

State Infrastructure Maintenance Fee	23.46
State Additional Charges	4.66

6225.7.302.66049 1 AB 0.419 Mailed by date Aug 27, 2020 cp



VILLAGE OF MAYWOOD  
40 MADISON ST  
MAYWOOD IL 60153-2323

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Azavar Audit

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #149076 dated 1/29/2020 for Contingency payment as contracted.

**RECOMMENDATION:** It is recommendation that the total payments of \$5,908.05 be approved for payment. The expense account to be charged: 01-12-52400.

**Azavar Audit**  
 55 East Jackson Blvd.  
 Suite 2100  
 Chicago, IL 60604

**Invoice**

Date	Terms	Due Date
1/9/2020	Net 30	2/8/2020

Invoice #	149076
Billing Period	January 2020
Project	VMW/005 - Telecom Audits
Project Manager	Jason Perry

Bill To
Village of Maywood Willie Norfleet, Jr., Village Manager 40 Masison Street Maywood, IL 60153

Quantity	Description	Rate	Amount
1	Contingency payment as contracted (see attached itemization)	5,908.05	5,908.05
<p style="text-align: center;"><b>Recommended To Be Paid</b></p> <p>Dept. Head: <u><i>Willie Norfleet</i></u></p> <p>Expense Acct: _____</p> <p>Date: <u>9-30-20</u> PO # _____</p> <p style="text-align: center;"><b>Please remit payment to            AZAVAR            55 East Jackson Blvd.            Suite 2100,            Chicago, IL 60604</b></p>			

Thank you for choosing Azavar Audit Solutions. Please refer all inquiries to <a href="mailto:accounting@azavar.com">accounting@azavar.com</a>	<b>Total</b>	\$5,908.05
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$5,908.05



Local Government Audit Program Contingency Billing Itemization

Client Code: VMW - 005 / Telecom Review

Date of Update	Client ID	Utility Taxpayer	Payment Number	Of Total Payments	Recovery Amount	Collection Period <sup>a</sup>	Contingency Percentage	Note	Payment Type	Due To Azavar
Jan-20	At & T Franchise Fees	AT&T	1	1	\$ 13,129.00	January-20	45.00%	AT&T Back FF	One-Time Payment	\$ 5,908.05

Payment Due to Azavar: \$ 5,908.05

<sup>a</sup> Utilities typically have a 30-day collection and 30-day remittance period. For example a tax collected during the month of January would likely be remitted to a community at the end of February or at the beginning of March. In this example January would be the collection period and February would be the remittance period. Azavar attempts to bill for an audit when the funds generated by that update is not received by a community. That is Azavar bills at the end of the remittance period for which a community receives funds from an audit.

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Blue Cross Blue Shield

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice for health insurance premiums for the month of October 2020.

**RECOMMENDATION:** It is recommendation that the total payments of \$287,441.99 be approved for payment. The expense account to be charged: 41-55-57302.



**BlueCross Blueshield of Illinois**

A Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association.

Remittance Address:  
Blue Cross and Blue Shield of Illinois  
P. O. Box 650615  
Dallas, TX 75266-0615

For All Billing Inquiries Call:  
800-414-7147

1 8 9 2 1 0 1 1 4 5 3 1 4 8 1 0 0 0 5 1 6 0 2 0 2 2  
V99DT 208916020202 [FAR] 55150711

Account:	769282 - VILLAGE OF MAYWOOD	
Profile:	0000258151 - ALL SUBSCRIBERS	0324
Bill Date:	09-14-2020	Payment Due Date: 10-01-2020
Bill Period:	10-01-2020 to 11-01-2020	
		Page 3

**BILL SUMMARY**

Previous Amount Billed

Payments

NONE

Adjustments

NONE

Total Payments and Adjustments

Remaining Balance

Fees

Current Charges  
Subscriber Fee Adjustments

Total Fees

**Total Amount Due \***

\* Total Amount Due includes the effects of Health Insurer and Reinsurance fees (including but not limited to successor or alternate programs), if any, plus any federal and state taxes applicable to the fees for (BCBSIL) products/services. Allocated Taxes and Fees: **\$5,749.90**

RECOMMENDED TO BE PAID
DATE: 9/23/20
DEPT HEAD: [Signature]
EXPENSE ACCT: 01-19-580000
PO#

Date Activity Total Due

\$287,441.99

.00

.00

\$ 00

\$287,441.99

287,441.99  
.00

\$287,441.99

**\$574,883.98**

In order to properly apply your payment and avoid possible disruption of service, please note the following instructions when remitting your payment:

If remitting by check, please use the payment coupon and envelope that is provided with your Bill.

If remitting electronically via wire, please indicate the following in the description field of the transmittal:

769282 0000258151 10-01

If sending your payment via overnight delivery service, please include the payment coupon and address to:

Blue Cross Blue Shield of Illinois  
Attention: 650615  
1501 North Plano Road, Suite 100  
Richardson, TX 75081

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, City of Chicago

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoices for water services from Jul 16, 2020 to Aug 18, 2020.

<u>ACCOUNT #</u>	<u>DATE</u>	<u>AMOUNT</u>
432532-432532	9/10/2020	\$ 170,035.63
432533-432533	9/10/2020	\$ 173,587.55

**RECOMMENDATION:** It is recommendation that the total payments of \$343,623.18 be approved for payment. The expense account to be charged: 41-55-57300.





City of Chicago  
 Department of Finance-Utility Billing  
 P.O. Box 6330  
 Chicago, Illinois 60680-6330



**WATER, SEWER, GARBAGE, TAX BILL**

Bill Date: Sep-10-2020

Customer: MAYWOOD VILLAGE COLLECTOR  
 Service Address: S 9TH AVE & W IOWA  
 Account Number: 432532-432532

Recommended To Be Paid

Dept. Head: Walter Noyes

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

**Your Total Service Cost: \$174,041.49**

**To Avoid Penalties, Pay By: Oct-01-2020**

**Pay online:** [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance)

**Pay by mail:** Send a check and the bottom portion of this page to the P.O. Box address listed at the top left corner

**Pay over the phone:** Call 312-744-4426

**Pay in person:** Visit Department of Finance Payment Centers or EZ Pay Stations

**Metered Account Bill Summary**

Bill Period: Jul-16-2020 - Aug-18-2020

Previous Balance	\$306,177.13
Adjustments	\$0.00
Payments	\$302,171.27
Current Water	\$168,169.66
Current Sewer	\$0.00
Current Penalty	\$1,865.97
<b>TOTAL DUE</b>	<b>\$174,041.49</b>

**Additional Information**

View your bills, sign up for paperless billing, enroll in a payment plan or AutoPay at: [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance). Please see the back of this bill for more details.

Per the Municipal Code, water and sewer rates will be adjusted by Consumer Price Index to fund the continued upgrade of Chicago's water and sewer system. Effective June 1, 2020, rates will increase by 2.45%.

**Need a Payment Plan?  
 Have a Question? Call 312-744-4426**



City of Chicago  
 Department of Finance-Utility Billing  
 P.O. Box 6330  
 Chicago, Illinois 60680-6330

Account:	Due Date:	Total Due:
432532-432532	Oct-01-2020	\$174,041.49

Important! Make checks payable to City of Chicago - Utility Billing. Be sure to include your account number on check and include bottom portion of this bill with payment.

12836 1 MB 0.436 12836  
  
 MAYWOOD VILLAGE COLLECTOR  
 40 MADISON ST  
 MAYWOOD, IL 60153-2323

**Amount Enclosed: \$ \_\_\_\_\_**

157

10012020 0004325320432532 9 0017404149 0017404149 5

## Water and Sewer Metered Account Information

Effective June 1, 2020, the water rate is \$30.46 per 1,000 cubic feet or approximately \$4.08 per 1,000 gallons. You are a metered property and are billed based on the amount of water used in the billing period. The below detail provides total current water usage which is used to calculate the total current water charge reflected on the front of your bill. The sewer charge is 100 percent of your water charge.

## YOUR METER READING DETAILS

1000 Cubic Feet = 7480 Gallons

METERED UNITS IN THOUSAND	READINGS PREVIOUS   CURRENT	USAGE IN THOUSANDS Cubic Feet = Gallons	ACTUAL or ESTIMATED READ
Cubic Feet	84,949.0   90,470.0	5,521.0 = 41,300.0	Actual

Per the Municipal Code of Chicago, beginning June 1, 2016, and every year thereafter, the annual water rates shall be adjusted upwards, if applicable, by applying the previous year's rate of inflation. This increase is calculated based on the Consumer Price Index – Urban Wage Earners and Clerical Workers (Chicago All Items) published by the United States' Bureau of Labor Statistics for the 365-day period ending on the most recent January 1. Effective June 1, 2020, rates will increase 2.45%.

## Water-Sewer Tax

Effective January 1, 2020, the water-sewer tax assessment will increase to a rate of \$2.51 per 1,000 gallons of water-sewer use. The revenue from this tax will be used to make certain mandated pension payments. This tax is charged to all non-exempt Chicago businesses and residences, and is billed as a separate line item on the front of this bill.

## Garbage Fee

The garbage fee is charged to all properties that receive City of Chicago Department of Streets and Sanitation garbage collection service. The fee is \$9.50 per month per dwelling unit.

## Late Payment Penalty

A penalty accrues at a rate of 1.25 percent per month on late balances.

## Senior Citizen Exemptions or Discounts

If you are 65 years of age or older, you may qualify for a sewer fee exemption or garbage fee discount. Please call Utility Billing Customer Service or visit the City of Chicago's [website](#) for more information.

## Paying Your Utility Bill

- Pay online at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).
- Pay by mail to P.O. Box listed on the front of this bill.
- Pay by phone using the Interactive Voice Recognition (IVR) system by calling 312-744-4426.
- Pay in person at Department of Finance Payment Centers or EZ Pay Stations.

FOR MORE INFORMATION, call Utility Billing Customer Service at 312-744-4426 or visit [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).

*View your bills, sign up for paperless billing or enroll in AutoPay at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).*



City of Chicago  
 Department of Finance-Utility Billing  
 P.O. Box 6330  
 Chicago, Illinois 60680-6330



**WATER, SEWER, GARBAGE, TAX BILL**

Bill Date: Sep-10-2020

Customer: MAYWOOD VILLAGE COLLECTOR  
 Service Address: S 9TH AVE & W IOWA  
 Account Number: 432533-432533

Recommended To Be Paid

Dept. Head: William D. ...

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

**Your Total Service Cost: \$458,038.68**

**To Avoid Penalties, Pay By: Oct-01-2020**

**Pay online:** [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance)

**Pay by mail:** Send a check and the bottom portion of this page to the P.O. Box address listed at the top left corner

**Pay over the phone:** Call 312-744-4426

**Pay in person:** Visit Department of Finance Payment Centers or EZ Pay Stations

**Metered Account Bill Summary**

Bill Period: Jul-16-2020 - Aug-18-2020

Previous Balance	\$284,451.13
Adjustments	\$0.00
Payments	\$0.00
Current Water	\$172,038.08
Current Sewer	\$0.00
Current Penalty	\$1,549.47
<b>TOTAL DUE</b>	<b>\$458,038.68</b>

**Additional Information**

View your bills, sign up for paperless billing, enroll in a payment plan or AutoPay at: [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance). Please see the back of this bill for more details.

Per the Municipal Code, water and sewer rates will be adjusted by Consumer Price Index to fund the continued upgrade of Chicago's water and sewer system. Effective June 1, 2020, rates will increase by 2.45%.

**Need a Payment Plan?  
 Have a Question? Call 312-744-4426**



City of Chicago  
 Department of Finance-Utility Billing  
 P.O. Box 6330  
 Chicago, Illinois 60680-6330

Account: 432533-432533      Due Date: Oct-01-2020      Total Due: \$458,038.68

Important! Make checks payable to City of Chicago - Utility Billing. Be sure to include your account number on check and include bottom portion of this bill with payment.

12839 1 MB 0.436 12839  
  
 MAYWOOD VILLAGE COLLECTOR  
 40 MADISON ST  
 MAYWOOD, IL 60153-2323

Amount Enclosed: \$ \_\_\_\_\_

## Water and Sewer Metered Account Information

Effective June 1, 2020, the water rate is \$30.46 per 1,000 cubic feet or approximately \$4.08 per 1,000 gallons. You are a metered property and are billed based on the amount of water used in the billing period. The below detail provides total current water usage which is used to calculate the total current water charge reflected on the front of your bill. The sewer charge is 100 percent of your water charge.

## YOUR METER READING DETAILS

1000 Cubic Feet = 7480 Gallons

METERED UNITS IN THOUSAND	READINGS PREVIOUS   CURRENT		USAGE IN THOUSANDS Cubic Feet = Gallons		ACTUAL or ESTIMATED READ
Cubic Feet	94,632.0	280.0	5,648.0	= 42,250.0	Actual

Per the Municipal Code of Chicago, beginning June 1, 2016, and every year thereafter, the annual water rates shall be adjusted upwards, if applicable, by applying the previous year's rate of inflation. This increase is calculated based on the Consumer Price Index – Urban Wage Earners and Clerical Workers (Chicago All Items) published by the United States' Bureau of Labor Statistics for the 365-day period ending on the most recent January 1. Effective June 1, 2020, rates will increase 2.45%.

## Water-Sewer Tax

Effective January 1, 2020, the water-sewer tax assessment will increase to a rate of \$2.51 per 1,000 gallons of water-sewer use. The revenue from this tax will be used to make certain mandated pension payments. This tax is charged to all non-exempt Chicago businesses and residences, and is billed as a separate line item on the front of this bill.

## Garbage Fee

The garbage fee is charged to all properties that receive City of Chicago Department of Streets and Sanitation garbage collection service. The fee is \$9.50 per month per dwelling unit.

## Late Payment Penalty

A penalty accrues at a rate of 1.25 percent per month on late balances.

## Senior Citizen Exemptions or Discounts

If you are 65 years of age or older, you may qualify for a sewer fee exemption or garbage fee discount. Please call Utility Billing Customer Service or visit the City of Chicago's website for more information.

## Paying Your Utility Bill

- Pay online at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).
- Pay by mail to P.O. Box listed on the front of this bill.
- Pay by phone using the Interactive Voice Recognition (IVR) system by calling 312-744-4426.
- Pay in person at Department of Finance Payment Centers or EZ Pay Stations.

FOR MORE INFORMATION, call Utility Billing Customer Service at 312-744-4426 or visit [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).

*View your bills, sign up for paperless billing or enroll in AutoPay at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).*

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Civic Systems, LLC

**SPECIFIC ACTION REQUESTED:** Payment approval of the invoice of attached invoices for Semi-Annual Software Support Fees July 1, 2020 through December 31, 2020.

**RECOMMENDATION:** It is recommendation that the total payments of \$9,417.00 be approved for payment. The expense account to be charged: 01-14-52400.

Civic Systems, LLC  
Ten Terrace Ct • PO Box 7398  
Madison, WI 53707-7398 • 608 249 6622



A subsidiary of Baker Tilly Virchow Krause, LLP

Village of Maywood  
40 Madison Street

Maywood, IL 60153

**Invoice Date :** June 22, 2020  
**Invoice Number :** CVC19479  
**Client Number :** 168507

**INVOICE**

**AMOUNT**

Fees	AMOUNT
Semi-Annual Software Support Fees - July 1, 2020 through December 31, 2020  <p style="text-align: center;"><b>Recommended To Be Paid</b> Dept. Head: <u>William Nagel</u> Expense Acct: _____ Date: <u>9-30-20</u> PO # _____</p>	\$9,417.00
Fees Total:	\$9,417.00
Expenses Total:	\$0.00
<b>Invoice Total:</b>	<b>\$9,417.00</b>

For questions, comments or suggestions, please contact Amber Gawel at 608 249 6622.

**Invoice is payable upon receipt or previously agreed upon terms.**

To pay by Credit Card or EFT (Electronic Funds Transfer) visit [www.bakertilly.com/payment](http://www.bakertilly.com/payment)

<b>Please ACH or wire payment to:</b> US Bank, Milwaukee, WI Routing No: 075000022 Account No: 312220280 Reference Invoice #: CVC19479	<b>Or send payment to:</b> Civic Systems, LLC PO Box 7398 162 Madison, WI 53707-7398	<b>Reference:</b> Client Number: 168507 Invoice Number: CVC19479 Amount enclosed: \$ _____
--	---	---

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, ComEd

**SPECIFIC ACTION REQUESTED:** Payment approval of the invoice of attached invoice dated 08/28/2020 for streetlight services for the Village of Maywood.

**RECOMMENDATION:** It is recommendation that the total payments of \$39,427.40 be approved for payment. The expense account to be charged: 01-53-52400.





Meter Information								
Read Dates	Meter Number	Load Type	Reading Type	Previous	Meter Reading Present	Difference	Multiplier X	Usage
7/28-8/27	271525062	Dusk to Dawn	Total kWh	Actual	Actual			644
7/28-8/27	271525063	Dusk to Dawn	Total kWh	Actual	Actual			1278
7/28-8/27	271525068	Dusk to Dawn	Total kWh	Actual	Actual			897
7/28-8/27	271525071	Dusk to Dawn	Total kWh	Actual	Actual			960
7/28-8/27	272097227	Dusk to Dawn	Total kWh	Actual	Actual			1362
7/28-8/27	272097228	Dusk to Dawn	Total kWh	Actual	Actual			642
7/28-8/27	272097229	Dusk to Dawn	Total kWh	Actual	Actual			1404
7/28-8/27	272097230	Dusk to Dawn	Total kWh	Actual	Actual			908
7/28-8/27	272097254	Dusk to Dawn	Total kWh	Actual	Actual			958
7/28-8/27	272097835	Dusk to Dawn	Total kWh	Actual	Actual			687
7/28-8/27	272097836	Dusk to Dawn	Total kWh	Actual	Actual			1366
7/28-8/27	272097838	Dusk to Dawn	Total kWh	Actual	Actual			879
7/28-8/27	273059870	Dusk to Dawn	Total kWh	Actual	Actual			795

Service from 7/28/2020 to 8/27/2020 - 30 Days

Commercial Hourly - Dusk to Dawn Metered

**Electricity Supply Services**

**\$869.55**

Electricity Supply Charge	31,327 kWh			559.34
Capacity Charge	6.25 kW	X	5.82686	36.42
Transmission Services Charge	31,327 kWh	X	0.00830	260.01
Misc Procurement Component Chg	31,327 kWh	X	0.00087	27.25
Purchased Electricity Adjustment				-13.47

**Delivery Services - ComEd**

**\$253.75**

Standard Metering Charge	31,327 kWh	X	0.00043	13.47
Distribution Facilities Charge	31,327 kWh	X	0.00648	203.00

(continued on next page)



CME906R 03/10

1178-02-0122576-0001-0023065

**Account Number 3351006000**

**Visit ComEd.com**

**Customer Service / Power Outage**

**English**  
1.877.4COMED1 (1.877.426.6331)

**Español**  
1.800.95.LUCES (1.800.955.8237)

**Hearing/Speech Impaired**  
1.800.572.5789 (TTY)

IL Electricity Distribution Charge	31,327 kWh	X	0.00119	37.28
------------------------------------	------------	---	---------	-------

**Taxes and Other**

**\$425.24**

Environmental Cost Recovery Adj	31,327 kWh	X	0.00038	11.90
Renewable Portfolio Standard	31,327 kWh	X	0.00189	59.21
Zero Emission Standard	31,327 kWh	X	0.00195	61.09
Energy Efficiency Programs	31,327 kWh	X	0.00175	54.82
Franchise Cost	\$253.44	X	1.84500%	4.68
State Tax				100.15
Municipal Tax				133.39

**Total Current Charges**

**\$1,548.54**

**Miscellaneous**

**\$37,878.86**

Charges from previous bill	34,678.22
Previous late payment charge (s) - electric	3,200.64

**Thank you for your payment of \$1,363.66 on August 12, 2020**

**Total Amount Due**

**\$39,427.40**

**DEPOSIT**

Deposit on Hand	\$13,230.00
Deposit Interest Accrued	\$65.60

**Message Center**

**ComEd**

- Your account has been billed with an estimated read because of unsuccessful attempts to remotely read your smart meter. Please call 1-877-4ComEd-1 (1-877-426-6331) to schedule an appointment so we may gain access and investigate. Regular meter readings provide actual billing for your account and numerous benefits for energy management.

(continued on next page)

Recommended To Be Paid

Dept. Head: Willie Hoyle

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

**DO NOT MAIL THIS PORTION WITH YOUR PAYMENT**



### Message Center

- **COMED COVID-19 RESPONSE:** For information, visit [ComEd.com/Coronavirus](http://ComEd.com/Coronavirus)
- **DON'T GET SCAMMED:** We will never ask for personal information about your ComEd account or demand payment using prepaid cash cards. Learn more: [ComEd.com/ScamAlert](http://ComEd.com/ScamAlert)
- **WAYS TO PAY:** Looking for ways to pay your bill? Visit [ComEd.com/PAY](http://ComEd.com/PAY)
- **ILLINOIS COMMERCE COMMISSION CONSUMER DIVISION:** The Consumer Services Division is available at 800-524-0795 to help resolve disputes with ComEd. However, customers should contact ComEd before seeking assistance from the ICC.

1173-02-0122576-0002-0023066



100% Recycled Paper

CME906R 03/10

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Fire Service, Inc

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #33499 dated August 17, 2020 for routine vehicle maintenance and repair for Fire Engine 506.

**RECOMMENDATION:** It is recommendation that the total payments of \$7,158.60 be approved for payment. The expense account to be charged: 01-41-51300.

Village of



# MAYWOOD

## FIRE DEPARTMENT

700 ST. CHARLES ROAD, MAYWOOD, ILLINOIS 60153 • 708-681-8861 • FAX 708-681-8840

**FIRE CHIEF - CRAIG BRONAUGH, JR.**

**Date:** September 30, 2020  
**To:** Office of the Village Manager  
**From:** Office of the Fire Chief  
**RE:** Fire Service Incorporated Invoice for Fire Engine 506

With respect to this Invoice, the following services were performed to prolong the life of this vehicle;

- Repair Oil Primer Leak.
- Repair Oil Primer Motor.
- Repair Air Bladders (for Vehicle's Brakes).
- Repair Cab-Tilt Switch and Assembly.
- Fire Pump Certification Test (for Year 2020).

**CC:** File

<b>RECOMMENDED TO BE PAID</b>
<b>DATE:</b> 9-30-20
<b>DEPT HEAD:</b> <i>William Konfler</i>
<b>EXPENSE ACCT:</b> _____
<b>PO#</b> _____

# Fire Service Inc.-IL

# Service Invoice 33499

Name Address	Maywood, Village of EMAIL INVOICES cbronaugh@maywoodfire-il.o	Contact Address 2	Chief Bronaugh 700 St. Charles Rd.  Maywood, IL 60153	Created Time	08/17/20 1:12 PM	Year Make	1997 Darley
Home Work Fax	MORE EMAILS IN NOTES 708-257-5794 Chief 708-681-8840	V.I.N. # Engine Dat Hours	4S7AT389XVC021118  8424	Invoiced Advisor Division PO# Checked By Page#	09/09/20 Tom T IL  E09.11.20 1 of 1	Model SO# Unit # Fleet # Miles In Miles Out	1950 506   26,507 26,507

## Job Description

<b>1. Check for a oil leak.</b>	<b>Line Total</b>	<b>3427.19</b>															
<p>Leaking from rear main seal and from cam seal on top of motor. complaint of rear engine seal leaking,confirmed a leaked when ahead and started to remove trans from rear of engine .disconnected drive shaft and electrcial connectors to trans.Drained fluid ans remove lines ,had to jack up rear of engine and support on a block of wood as the the trans is the rear engine mounr,once that was secure removed trans mounts,flexbolts and mounting bolts and removed trans,While trans was our removed firx plate and removed rear seal,installed new rear seal to factory spec,sealed all internal bolts for leaks,reinstalled the firx plate and torque to spec.Installed trands ,mounts abd secured to back of engine ,removed support and bolted into place reconnected all wiring and hoses,filled with trans fluid,started trans and ran on pump pit,no leaks have returned ,checked oil level and is good to go</p> <table border="1"> <thead> <tr> <th>Part Number</th> <th>Description</th> <th>QTY</th> <th>Each</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>IDD-23516969</td> <td>Rear Main Seal</td> <td>2</td> <td>105.59</td> <td>211.18</td> </tr> <tr> <td>IDD-8929102</td> <td>Oil Pan Gasket</td> <td>1</td> <td>61.06</td> <td>61.06</td> </tr> </tbody> </table>			Part Number	Description	QTY	Each	Total	IDD-23516969	Rear Main Seal	2	105.59	211.18	IDD-8929102	Oil Pan Gasket	1	61.06	61.06
Part Number	Description	QTY	Each	Total													
IDD-23516969	Rear Main Seal	2	105.59	211.18													
IDD-8929102	Oil Pan Gasket	1	61.06	61.06													
<b>2. Check primer motor does not work.</b>	<b>Line Total</b>	<b>2135.66</b>															
<p>Primer motor isn't working. Checked power and ground. The head that the primer motor connects to is seized up. . Replaced primer motor assembly. After repairs all is working fine</p> <table border="1"> <thead> <tr> <th>Part Number</th> <th>Description</th> <th>QTY</th> <th>Each</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>EONE-501-3090-00-0</td> <td>ESP-12 Primer Pump</td> <td>1</td> <td>1055.66</td> <td>1055.66</td> </tr> </tbody> </table>			Part Number	Description	QTY	Each	Total	EONE-501-3090-00-0	ESP-12 Primer Pump	1	1055.66	1055.66					
Part Number	Description	QTY	Each	Total													
EONE-501-3090-00-0	ESP-12 Primer Pump	1	1055.66	1055.66													
<b>3. Check for an air leak</b>	<b>Line Total</b>	<b>877.50</b>															
<b>4. Check the cab will not lift.</b>	<b>Line Total</b>	<b>202.50</b>															
<p>Cab would not lift. Performed diagnostics, Repaired loose connection at cab lift motor</p>																	
<b>5. Pump test 2020</b>	<b>Line Total</b>	<b>250.00</b>															

**FIRE SERVICE, INC.**  
 9545 N. Industrial Dr. | St. John, IN 46373  
 219-365-7157 | Fax 219-365-8572 | [www.fireserviceinc.com](http://www.fireserviceinc.com)  
 2% Interest Per Month On All Past Due Account Over 30 Days Old  
 Plus Any Legal Fee Due To Legal Action.

**RECOMMENDED TO BE PAID**

DATE: *September 30, 2020*  
 DEPT HEAD: *[Signature]*  
 EXPENSE ACCT: *01-41-51300*  
 PO#

Invoice Total	
Terms Net 20	
Labor	\$5,564.95
Parts	\$1,327.90
Sublets	\$0.00
Supplies	\$265.75
Subtotal	\$7,158.60
Tax	\$0.00
<b>Total</b>	<b>\$7,158.60</b>

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, First Insurance Funding

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached notice dated 9/11/2020 for general liability insurance installment payment due October 1, 2020. \*this item was already paid

**RECOMMENDATION:** It is recommendation that the total payments of \$14,898.45 be approved for payment. The expense account to be charged: 01-56-59100.

ACCOUNT NUMBER
<b>900 - 92353226</b>
Refer to this number on all correspondence
CUSTOMER ID

**BILLING STATEMENT**



**FIRST Insurance Funding**  
 450 Skokie Blvd, Ste 1000  
 Northbrook, IL 60062-7917  
 Phone: (800) 837-2511 Fax: (800) 837-3709  
 www.firstinsurancefunding.com

NOTICE DATE
09/11/2020
INSTALLMENT DUE DATE
<b>10/01/2020</b>

Insured
<b>VILLAGE OF MAYWOOD</b> 40 MADISON STREET MAYWOOD, IL 60153
<b>Recommended To Be Paid</b>

Previous Account Balance	\$	89,390.70
Payments/Adjustments	\$	(14,898.45)
Fees and Other Charges	\$	0.00
Current Account Balance	\$	74,492.25
<b>Past Due Amount</b>	\$	<b>0.00</b>
Current Installment Amount	\$	14,898.45
<b>Total Amount Due</b>	\$	<b>14,898.45</b>

Agent/Broker Alliant Insurance Services  
 Phone: Dept. Head: Willie Kasper

Expense Acct: \_\_\_\_\_  
 Date: 9-10-20 PO # \_\_\_\_\_

**Any Past Due Amount is due immediately.**

Check your account online: Your username is "900-92353226".

- If you mail your payment please allow 7-10 days mailing time to ensure timely application of your payment.
- Failure to pay past due amounts and your current installment amount may result in cancellation of your insurance coverage.
- Fees and Other Charges includes late fees and/or insufficient funds charges for personal loans; commercial loans may also include cancel fees.
- If you have any questions concerning your insurance coverage, please contact your agent or broker listed above.
- DIRECT DEBIT - If you are enrolled in Direct Debit, the Total Amount Due will be automatically deducted from your bank account on the Installment Due Date. NOTE: Direct Debit is not currently available for personal loans.
- You may pay online or by phone. Our contact information is listed at the top of this statement.
- **Overnight delivery payments ONLY may be sent to the address listed at the top of this statement. All other payments should be sent to the address listed on the Remittance Stub.**

Please visit our website to check your account, make a payment, change your address and view documents online!

[www.firstinsurancefunding.com](http://www.firstinsurancefunding.com)

Thank you for allowing us to be of service! We appreciate your business.

45653108

FIFCBILL0912



**REMITTANCE STUB**

Please detach and return this portion with your payment.

**Please make checks payable and mail to:**  
 FIRST Insurance Funding  
 PO Box 7000  
 Carol Stream, IL 60197-7000

Have you moved? Please check this box and print your new address on the back.

Insured
VILLAGE OF MAYWOOD 40 MADISON STREET MAYWOOD, IL 60153

NOTICE DATE	09/11/2020
-------------	------------

ACCOUNT NUMBER	<b>900 - 92353226</b>
CURRENT INSTALLMENT DUE DATE:	10/01/2020
TOTAL AMOUNT DUE:	\$ 14,898.45
AMOUNT ENCLOSED:	\$ _____

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Ford Credit Municipal Finance

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #1699779 dated 09/30/2020 for the annual municipal lease agreement.

**RECOMMENDATION:** It is recommendation that the total payments of \$88,521.01 be approved for payment. The expense account to be charged: Various Accounts.

### MUNICIPAL FINANCE INVOICE

INVOICE NO.	PAYMENT DUE	PAYMENT DUE DATE	ACCOUNT NO.	ENTER AMOUNT PAID
1699779	\$88,521.01	09/30/2020	4772003	

VILLAGE OF MAYWOOD  
 ATTN: FINANCE DEPARTMENT  
 40 MADISON STREET  
 MAYWOOD, IL 60153

**REMIT PAYMENT TO:**  
 DEPT 43401 - FORD MOTOR MUNI FIN  
 PO BOX 67000  
 DETROIT, MI 48267-0434

**Recommended To Be Paid**

Please return this top portion with your payment

Dept. Head: *Willie Noyes*

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

### MUNICIPAL FINANCE INVOICE

INVOICE DATE	INVOICE NO.	PAYMENT DUE DATE
09/02/2020	1699779	09/30/2020

**ACCOUNT INFORMATION**

**PAYMENT DETAIL**

Invoice Number 1699779  
 Account Number 4772003  
 Contract Date 09/30/2017  
 Maturity Date 09/30/2022  
 Equipment Description 10 - VARIOUS FORD VEHICLES  
 Department Police Department

Current Payment \$88,521.01  
 Past Due Payments \$0.00  
 Late Charges Due \$0.00

<b>TOTAL DUE</b>	<b>\$88,521.01</b>
------------------	--------------------

**Please Note:** 1.8% of payment amount will be added as a late charge if payment is received 10 days after due date per Section 2 of the Master Lease Agreement

Payment Options	
CHECK	ACH or WIRE TRANSFER
Make checks payable to <b>Ford Motor Credit Company LLC</b> and remit to DEPT 43401 FORD MOTOR MUNICIPAL FINANCE P.O. BOX 67000 Detroit, MI 48267-0434	ABA Routing No.: 072 000 096 For Credit to: Ford Motor Credit Company, Municipal Finance Clearing Account Account No.: 107 613 438 4 Reference your lease number <b>4772003</b> and <b>Village of Maywood</b> in the OBI section

Customer Service: (800) 241-4199, extension 15  
 Email: [fcmoni@ford.com](mailto:fcmoni@ford.com)

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Hancock Engineering

**SPECIFIC ACTION REQUESTED:** Payment approval of the invoices for engineering services rendered for the Village of Maywood Public Works Department.

<b>INVOICE #</b>	<b>DATE</b>	<b>AMOUNT</b>
20-0708	9/14/2020	\$ 37,498.00
20-0709	9/14/2020	\$ 5,700.00
20-0710	9/14/2020	\$ 16,743.00

**RECOMMENDATION:** It is recommendation that the total payments of \$59,941.00 be approved for payment. The expense account to be charged: Various Accounts.

Invoice No. 20-0708

September 14, 2020



**ENTERED**  
9/24/20

President and Board of Trustees  
 Village of Maywood  
 40 Madison Street  
 Maywood, Illinois 60153

Attention: Mr. Willie Norfleet, Jr., Village Manager

2020 Alley and Roadway Improvement  
EHE File Number: 565-19-27401

**ENGINEERING SERVICES RENDERED:** during the period ending 07/31/2020

Engineering Service related to construction engineering, including  
 line and grade staking, construction observation, project coordination,  
 and resident notification.

Engineer-VI	45.5 Hours	@	\$140.00	=	\$6,370.00
Engineer-IV	168.0 Hours	@	120.00	=	20,160.00
Engineer-II	96.0 Hours	@	103.00	=	9,888.00
Engineer Tech-I	27.0 Hours	@	40.00	=	<u>1,080.00</u>

Bill No. 7, Amount Requested \$37,498.00

cc: Ms. Lanya Satchell, Finance Director  
 Ms. Tanika Skipper, Accounts Payable

Recap:	<u>Design</u>	<u>Construction</u>	<u>TOTAL</u>
Previous	\$159,000.00	\$12,895.00	\$171,895.00
Current	<u>0.00</u>	<u>37,498.00</u>	<u>37,498.00</u>
Total	\$159,000.00	\$50,393.00	\$209,393.00

<b>RECOMMENDED TO BE PAID</b>	
DATE:	9-23-20
DEPT HEAD:	<i>Willie Norfleet</i>
EXPENSE ACCT:	72-33 52400
PO#	

Invoice No. 20-0709

September 14, 2020



**ENTERED**  
9/24/20

President and Board of Trustees  
 Village of Maywood  
 40 Madison Street  
 Maywood, Illinois 60153

Attention: Mr. Willie Norfleet, Jr., Village Manager

2020 MFT Roadway/Resurfacing and Watermain Improvements  
EHE File Number: 565-20-10301

**ENGINEERING SERVICES RENDERED:** during the period ending 07/31/2020

Engineering Service related to preparation of contract documents and bid engineering.

Design Engineering Fee:	\$57,000.00
-------------------------	-------------

On Account:

100% of Design Engineering Fee	=	\$57,000.00
Less Previously Billed	-	<u>51,300.00</u>
Total Labor		\$5,700.00

Bill No. 4, Amount Requested	\$5,700.00
------------------------------	------------

cc: Ms. Lanya Satchell, Finance Director  
 Ms. Tanika Skipper, Accounts Payable

Recap:	<u>Design</u>	<u>SBO</u>	TOTAL
Previous	\$51,300.00	\$2,225.00	\$53,525.00
Current	<u>5,700.00</u>	<u>0.00</u>	<u>5,700.00</u>
Total	\$57,000.00	\$2,225.00	\$59,225.00

**RECOMMENDED TO BE PAID**  
 DATE: 9-23-20  
 DEPT HEAD: Willie Norfleet  
 EXPENSE ACCT: 1-50-52400  
 PO# \_\_\_\_\_

Invoice No. 20-0709

September 14, 2020



**HANCOCK**  
**ENGINEERING**

100+ Years of  
Excellence

Civil Engineers ♦ Municipal Consultants ♦ Established 1911

President and Board of Trustees  
Village of Maywood  
40 Madison Street  
Maywood, Illinois 60153

Attention: Mr. Willie Norfleet, Jr., Village Manager

2020 MFT Roadway/Resurfacing and Watermain Improvements  
EHE File Number: 565-20-10301

**ENGINEERING SERVICES RENDERED:** during the period ending 07/31/2020

Engineering Service related to preparation of contract documents  
and bid engineering.

Design Engineering Fee: \$57,000.00

On Account:

100% of Design Engineering Fee = \$57,000.00

Less Previously Billed - 51,300.00

Total Labor \$5,700.00

Bill No. 4, Amount Requested \$5,700.00

cc: Ms. Lanya Satchell, Finance Director  
Ms. Tanika Skipper, Accounts Payable

Recap:	<u>Design</u>	<u>SBO</u>	TOTAL
Previous	\$51,300.00	\$2,225.00	\$53,525.00
Current	<u>5,700.00</u>	<u>0.00</u>	<u>5,700.00</u>
Total	\$57,000.00	\$2,225.00	\$59,225.00

<b>RECOMMENDED TO BE PAID</b>	
DATE:	<u>9-23-20</u>
DEPT HEAD:	<u>Willie Norfleet</u>
EXPENSE ACCT:	<u>1-50-52400</u>
PO#	_____



**ENTERED**  
9/24/20

September 14, 2020

President and Board of Trustee  
Village of Maywood  
40 Madison Street  
Maywood, Illinois 60153

Attention: Mr. Willie Norfleet Jr., Village Manager

Washington Boulevard, Phase II Engineering  
MFT 18-00130-00-PV / WQLN(497) / D-91-289-18  
EHE File Number: 565-19-23101

**ENGINEERING SERVICES RENDERED:** during the period ending 07/31/2020

I. Direct Labor (DL)

Current	07/01/2020 - 07/31/2020		<u>2,482.40</u>
Total DL		=	\$2,482.40

II. Overhead - (OH)

DL * 122.48%		=	<u>\$3,040.44</u>
			\$5,522.84

III. Fixed Fee - \$39,134.32	4.1400%	=	\$1,620.16
------------------------------	---------	---	------------

IV. Services by Others-Current Invoice Copies Attached

Current-(Krisch Land Surveying)	<u>\$9,600.00</u>		
Total SBO		=	<u>\$9,600.00</u>

TOTAL PROJECT COST			16,743.00
Less Previously Billed		-	<u>0.00</u>
<b>BILL #1, Amount Requested</b>			<b>\$16,743.00</b>

<b>RECOMMENDED TO BE PAID</b>	
DATE:	<u>8-23-20</u>
DEPT HEAD:	<u>Willie Norfleet</u>
EXPENSE ACCT:	<u>1-50-52400</u>
PO#	_____

Invoice No. 20-0710  
Page 2 of 2

Project: Washington Boulevard, Phase II Engineering  
MFT 18-00130-00-PV/ WQLN (497) / C-91-289-18

Period: 07/01/2020 - 07/31/2020

EMPLOYEE	CLASSIFICATION	HOURS		RATE	DIRECT SALARIES
		Regular	Overtime		
PETERHANSEN	ENGINEER-VI	<u>40.00</u>		\$62.06	\$2,482.40
		40.00			\$2,482.40



P.O. Box 929 / Plainfield, IL 60544-0929  
 W: (630) 627-5589  
 F: (630) 627-5594  
 www.krischlandsurveying.com

# Invoice

DATE	INVOICE #
8/27/2020	46573

BILL TO
Hancock Engineering Attn: Bill Peterhansen 9933 W. Roosevelt Road Westchester, IL 60154-2780

PROJECT INFO.
Washington Blvd. Maywood, IL 60153

KLS PROJECT #	TERMS
20-086	Due on receipt

PROFESSIONAL SERVICES DESCRIPTION	AMOUNT
-- Establish and prepare an alignment drawing of the centerline of the Washington Blvd ROW including confirmation of its width.  -- Establish the bearings of the center lines of all intersecting ROW's  -- Detail any bend points in the ROW of Washington Blvd.  -- Provide ties for the beginning, angles and endpoints of the centerline of Washington Blvd.	7,200.00
Preparation of a Plat of Easement, to IDOT standards, including location of certain existing improvements, for 4 parcels at the intersection of Washington Blvd. & 9th Avenue.	2,400.00

625

**RECOMMENDED  
 FOR APPROVAL**  
 EDWIN HANCOCK ENGINEERING CO.

Thank you for your business. Please remit payment to address above.	DATE <u>8-27-2020</u> PROJECT NO. <u>565-19-2310</u>	<b>Total Due: \$9,600.00</b>
--	---	------------------------------

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Insurance Program Managers Group

**SPECIFIC ACTION REQUESTED:** Payment approval of the PC/WC audit/renewal deposit for the Village of Maywood.

<b>INVOICE #</b>	<b>DATE</b>	<b>AMOUNT</b>
SALES000000015685	6/1/2020	\$ 8,415.00
SALES000000015686	6/1/2020	\$ 27,630.00
SALES000000015687	6/1/2020	\$ 750.00
SALES000000015688	6/1/2020	\$ 15,835.00
SALES000000015689	6/1/2020	\$ 1,255.00
SALES000000015690	6/1/2020	\$ 500.00

**RECOMMENDATION:** It is recommendation that the total payments of \$54,385.00 be approved for payment. The expense account to be charged: To be determined.

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015685
Date	6/1/2020

**Customer:**

Village of Maywood 40 Madison Street Maywood IL 60153
---

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2020 PC Deposit	MAYWOOD			<b>Amount</b> \$8,415.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u>William Stager</u></p> <p>Expense Acct: _____</p> <p>Date: <u>6-30-20</u> PO # _____</p>				

Subtotal	\$8,415.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$8,415.00</b>

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015686
Date	6/1/2020

**Customer:**

Village of Maywood 40 Madison Street Maywood IL 60153
---

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2019 PC Audit	MAYWOOD			<b>Amount</b> \$27,630.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u>Walter Hooper</u></p> <p>Expense Acct: _____</p> <p>Date: <u>9-30-20</u> PO # _____</p>				

Subtotal	\$27,630.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$27,630.00</b>

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015687
Date	6/1/2020

**Customer:**

Village of Maywood 40 Madison Street Maywood IL 60153
---

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2018 PC Audit	MAYWOOD			<b>Amount</b> \$750.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u>William Nozgar</u></p> <p>Expense Acct: _____</p> <p>Date: <u>9/30/20</u> PO # _____</p>				
				<b>Subtotal</b>
				\$750.00
				<b>Misc</b>
				\$0.00
				<b>Tax</b>
				\$0.00
				<b>Freight</b>
				\$0.00
				<b>Trade Discount</b>
				\$0.00
				<b>Payment</b>
				\$0.00
				<b>Total Due</b>
				\$750.00

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015688
Date	6/1/2020

**Customer:**

Village of Maywood 40 Madison Street Maywood IL 60153
---

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2020 WC Deposit	MAYWOOD			<b>Amount</b> \$15,835.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u>Willie Stanger</u></p> <p>Expense Acct: _____</p> <p>Date: <u>9-30-20</u> PO # _____</p>				

Subtotal	\$15,835.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$15,835.00</b>

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015689
Date	6/1/2020

**Customer:**

Village of Maywood  
 40 Madison Street  
 Maywood IL 60153

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2018 WC Audit	MAYWOOD			<b>Amount</b> \$1,255.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u>Willie Payne</u></p> <p>Expense Acct: _____</p> <p>Date: <u>9-30-20</u> PO # _____</p>				

Subtotal	\$1,255.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$1,255.00</b>

Insurance Program Managers Group  
 225 Smith Road  
 St. Charles IL 60174

Sales / Invoices	SALES000000015690
Date	6/1/2020

**Customer:**

Village of Maywood 40 Madison Street Maywood IL 60153
---

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
<b>Description:</b> 2017 WC Audit	MAYWOOD			<b>Amount</b> \$500.00
<p>Recommended To Be Paid</p> <p>Dept. Head: <u><i>William Hooper</i></u></p> <p>Expense Acct: _____</p> <p>Date: <u>6-30-20</u> PO # _____</p>				

Subtotal	\$500.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
<b>Total Due</b>	<b>\$500.00</b>

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, LWM Research

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #428 dated 9/15/20 for investigative work done on fatal accident on 6/16/19 for the Village of Maywood Police Department.

**RECOMMENDATION:** It is recommendation that the total payments of \$5,000.00 be approved for payment. The expense account to be charged: 01-40-52400.

LWM Research, Inc.

**RECOMMENDED TO BE PAID**

DATE: 9/17/2020  
 DEPT HEAD: [Signature]  
 EXPENSE ACCT: 01-40-52400  
 PO# \_\_\_\_\_

**Invoice**

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
2	Investigators Meeting	February 4, 20120: Meeting Between Investigators Cooper and Mason. Investigators Cooper and Mason met to discuss the game plan to further the second phase of the investigation. This is for Inv Cooper's time.	125.00	250.00
2	Investigators Meeting	February 4, 20120: Meeting Between Investigators Cooper and Mason to discuss the game plan for the further second phase of the investigation. This is for Inv Mason's time and he did not charge for mileage of 40 miles.	125.00	250.00
4	Investigation	February 6, 2020: Inv. Cooper and Mason try to get squad videos to open on Cooper's large screen TV but video again would not open. We went to Naperville PD on investigation and interviewed their detectives and picked up Naperville PD videos and reports reference their identity theft investigation tied into the Maywood PD fatal crash, in which one of the stolen cars from it were used in the fatal crash. Then we went to D-15 ISP to see about getting possible toll booth violation videos that might identify the drivers of the stolen cars including the one used in the fatal accident. This is for Inv Cooper's time. 4 hours claimed for him.	125.00	500.00
9	Investigation	February 6, 2020: Inv. Cooper and Mason try to get squad videos to open on Cooper's large screen TV but would not open. We went to Naperville PD on investigation and interviewed their detectives and picked up videos and reports reference their identity theft investigation tied into the Maywood PD fatal crash (see above). Then we went to D-15 ISP to see about getting possible toll booth violations that might identify the drivers of the stolen cars including the one used in the fatal accident. Inv. Mason then spent additional time preparing the reports ref today's activities. This is for Inv Mason's time. 9 hours of time claimed for him. Inv Mason did not charge for the 165 miles of mileage.	125.00	1,125.00

All work complete unless client requests more. Payment due upon receipt.

**Total**

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
1	Invest.	February 11, 2020, Inv Mason called Trp Clark Nabriet about Accident Reconstruction Report, left message, and also called his Accident Reconstruction Unit and sent them an e-mail requesting a copy of report, and placed call to Naperville PD Detectives, plus do our report. Spent 1 hour on call and report and not charged for it.	0.00	0.00
2	Invest.	February 12, 2020: Drop off videos. On this date, Investigator Mason dropped off the Maywood PD and Naperville PD videos and reports to Investigator Cooper to review. Did not claim for 2 hours worked by Inv Mason nor hours spent by Inv Cooper reviewing tapes. Inv Mason also did not charge for the 40 miles of mileage either.	0.00	0.00
3	Invest.	FEBRUARY 14, 2020 Attempt Interview People: Inv Cooper and Mason start to go to Chicago to interview and cops Inv Cooper checked with warned us off due to the extremely dangerous location we were going to go interview people, advised to arrange later with a possible police escort. Inv Mason spent 2 hours and Cooper 1 hour, but we did not charge for the about 3 hours total between us nor for the about 60 hours mileage before got called off.	0.00	0.00
2	Invest.	February 14, 2020: Inv Mason prepared a long list of questions for Commander Yancy and emailed them to him. Did not charge for this about 2 hours time spent by Inv. Mason either.	0.00	0.00
1	Invest.	FEBRUARY 16, 2020: Inv. Mason transcribed Lt. Fairley and Dispatch radio transmission. Claiming 1 hour but spent about 3 hours doing it.	125.00	125.00
0.5	Invest.	February 17, 2020: Inv. Mason attempted to make contact with D-15 ISP and the Naperville PD detectives again. Did not charge for time.	0.00	0.00

All work complete unless client requests more. Payment due upon receipt.

<b>Total</b>
--------------

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
3	Invest.	February 19, 2020: On this date, Investigators Cooper and Mason called Commander Yancy and was referred to their Detective Supervisor, who then referred us to his Detective, who was to get back to us once he came back from vacation, and Inv Mason did report about same. Did not claim for time for Inv Mason (about 2 hours) and Inv Cooper's one hour time worked, nor Inv. Mason's mileage of about 40 miles to hook up with Inv Cooper to place the joint calls.	0.00	0.00
2	Invest.	March 14, 2020: Inv Mason created a list of questions for the Detective, since Detective did not get back to us to answer some questions. Did not charge for the about 1-2 hours spent.	0.00	0.00
0.25	Invest.	May 14, 2020: Maywood PD Chief Tulley called Inv. Mason back after he had emailed the Chief a list of questions we were trying to get answered so could proceed with the investigation. The Chief said he would get back to us in couple a days. Not charged for this time.	0.00	0.00
0.25	Investigation	March 15, 2020: Inv. Mason emailed the questions for the Detective to Commander Yancy since not heard back from Detective yet. Not claim any time for this. Note: Corona virus lock downs delayed work on the investigation.	0.00	0.00
0.25	Invest.	June 16, 2020: Inv. Mason got call from Commander Yancy. He advised to resubmit our list of questions as the Cook County States Attorney's Office did not want them to give us any info from a possible criminal investigation, which could be useful to our investigation. This hampered our investigation. Subsequently emailed him the revised questions again. Not charge for this time.	0.00	0.00
0.25	Call Client	June 17, 2020: Inv Cooper called Chief Tulley about this States Attorney dictate. No charge for the time.	0.00	0.00

All work complete unless client requests more. Payment due upon receipt.

**Total**

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
4	Investigators Meeting	July 28, 2020: Inv Cooper and Mason met to discuss this new obstacle to the investigation and create an altered list of questions to again submit. Worked about 2 hours for each investigator (total 4 hours) and not charge for time nor the mileage of about 30 miles for each Investigator.	0.00	0.00
4	Invest.	August 1-4, 2020: Inv. Mason worked on report(s) and proofing them. Inv. Mason also finally got the Squad #114 video to open. Inv Mason worked on and broke down Ofc Santoyo video into snapshot photo report. Inv. Mason created a photo snapshot report for her video to show specific moments and portions of the incident of the officer's involvement with the offenders. Took about 2 hours for hers and charged for another 2 hours of proofing reports but spent a lot more time than that which I am not claiming or charging for.	125.00	500.00
4	Invest.	August 4, 2020: Inv Mason met with Inv. Cooper to again try and use his big screen TV to better be able to review the incident and the officer's actions on the videos, but again the video would not open again on his larger screens. Spent couple hours each on this and Inv Mason's hour round trip travel time and 40 miles of mileage and not claiming or charging for the time, nor 40 miles of mileage.	0.00	0.00
0.25	Invest.	August 5, 2020: Inv Mason again emailed the Chief and Commander the revised questions. No charge for Inv. Mason's time here.	0.00	0.00
2	Invest.	August 6, 2020: Went to Post Office and received court documents (subpoena and other document) from victim's attorney for our reports. Not done with investigation yet. I called PD's attorney and they advised they would get subpoena quashed. No claim for time spent or mileage of about 50 miles claimed.	0.00	0.00

All work complete unless client requests more. Payment due upon receipt.	<b>Total</b>
--	--------------

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
1	Invest.	August 11, 2020: Got limited answers back to our questions from Commander Yancy, and most denied due to States Attorney's directive. Got name of new possible witness and copy of another report for Ofc Jars (nickname). Inv Mason spent at least one hour and not claim for time.	0.00	0.00
1	Invest.	August 14, 2020: Inv. Mason called possible witness Chicago cop Lukasz Galazka. Brief interview, he was at work and not able to talk and Inv Mason did report, to call again tomorrow when Glazka not working. Arranged to call back and emailed him copy of Letter of Authorization. Spent at least one hour and not charging for time spent.	0.00	0.00
0.5	Invest.	August 15, 2020: Inv. Mason again called Chicago cop Galazka back. Now he decided not to be interviewed. Worked 1/2 hour today talking to him and did report and not claiming for time.	0.00	0.00
4.5	Invest.	August 16, 2020: Inv Cooper and Mason went to Maywood, IL and videotaped the route traveled during this fatal accident incident to document traffic, local drive time it took us driving at normal speeds and also on a Sunday and same time frame as actual incident for comparison. On this date, got larger 55 inch TV used and got the Ofc Santoyo video to open so could view on larger screen. This one is to document Inv. Coopers time spent.	125.00	562.50
7.5	Invest.	August 16, 2020: Inv Cooper and Mason (see above) went to Maywood, IL and videotaped the route traveled during this fatal accident incident to document traffic, local drive time it took us driving at normal speeds and also on a Sunday and same time frame as actual incident for comparison. On this date, we got larger 55 inch TV and got the Ofc Santoyo video to open so could view on a larger screen. This one is to document Inv. Mason's time spent. Inv Had 158 miles of mileage he did not claim.	125.00	937.50

All work complete unless client requests more. Payment due upon receipt.

**Total**

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
2	Investigation	August 17, 2020: Inv Mason created an aerial map report to easier follow and show the route and what someone would see step by step as offenders and officers traveled and progressed from start to finish. Inv Mason also sent a second e-mail request to the Accident Reconstruction Unit to get a copy of their report. Inv. Mason also called Lt. Fairley again to clarify some more info and do report. Spent more time but only claimed 2 hours.	125.00	250.00
0.25	Invest.	August 18, 2020: Inv. Mason got copy of e-mail from Accident Reconstruction Unit stating their report was not yet done. No charge for time spent and did brief report.	0.00	0.00
8	Invest.	August 24-28, 2020: Inv. Mason spent a number of hours finalizing and proofing reports including about 8 additional hours working on reviewing about 13 months worth of emails to have access, copy and document those needed for case, per subpoena request. Did not charge for time spent.	0.00	0.00
2	Invest.	August 25, 2020: Inv. Mason worked on report(s) and proofing them. Inv. Mason created a snapshot photo report for Ofc Smith's squad # 114 video to show specific moments and portions of the incident of the officer's involvement with the offenders. Took about 2 hours and spent additional time not charging for.	125.00	250.00
2	Invest.	August 31, 2020: Inv. Mason, for a comparison, utilized also the IL Law Enforcement Training & Standards Board Pursuit Policy for review of the Maywood Officer's actions, which is taught to officers in the state and to be used as a suggested guide for PD's setting up their pursuit policies to show Maywood PD's policy not out of the norm. Spent about 2 hours that Inv Mason did not claim.	0.00	0.00
1	Invest.	August 30, 2020: Inv. Mason wrote a conclusion of our investigation since the victim's attorneys is already subpoenaing our reports and the States Attorney limited our access to information. Spent about one hour not claimed. If need more investigation, notify us.	0.00	0.00

All work complete unless client requests more. Payment due upon receipt.

**Total**

Date	Invoice #
9/15/2020	428

<b>Bill To</b>
Maywood Police Department Chief Valdimir Talley, Jr. 125 So. 5th Ave. Maywood, IL 60153

<b>Ship To</b>

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			9/15/2020			

Quantity	Item Code	Description	Price Each	Amount
1	Invest.	September 3, 2020: Inv. Mason received a telephone call from Trooper Clark Nabriet about his accident reconstruction report not being done yet. Discussed the case and Inv. Mason did a short supplemental report about this.	125.00	125.00
1	Meet Client	September 9, 2020: Inv Mason met Maywood PD's attorney to deliver and explain the reports. Had already emailed Commander Yancy, Chief Tulley and the attorney a copy of the basic main report. This meeting was to explain everything and give other documents that were too large to e-mail.	125.00	125.00
1	Note	Note: This invoice does not count many other hours the Investigators did not charge for in reviewing and proofing reports and breaking down video and audio tapes, etc., plus the mileage not charged for.	0.00	0.00

All work complete unless client requests more. Payment due upon receipt.	<b>Total</b>	\$5,000.00
--	--------------	------------

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Municipal Employee V.E.B.A. Trust

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #0651 dated 09/11/2020 for health and dental insurance premiums for the month of September 2020.

**RECOMMENDATION:** It is recommendation that the total payments of \$94,239.86 be approved for payment. The expense account to be charged: 01-19-58000.



MUNICIPAL EMPLOYEE V.E.B.A. TRUST

770 North Church Road  
 Suite H  
 Elmhurst, Illinois 60126

# Invoice

Date	Invoice #
9/11/2020	0651

<b>Bill To</b>
Village of Maywood LaSondra Banks 40 Madison Street Maywood, IL 60153

<b>RECOMMENDED TO BE PAID</b>
DATE: <u>9/18/20</u>
DEPT HEAD: <u>LaSondra Banks</u>
EXPENSE ACCT: <u>01-19-58000</u>
PO# _____

P.O. No.	Terms	Project
OCT 2020	1st of the Month	

Quantity	Description	Rate	Amount
	ZIMMERMAN, DAN - PPO/E (retired) - DENTAL	47.59	47.59

<b>Phone #</b>
630-832-6772

<b>Total</b>	\$94,239.86
--------------	-------------

MUNICIPAL EMPLOYEE V.E.B.A. TRUST

Invoice

770 North Church Road  
 Suite H  
 Elmhurst, Illinois 60126

Date	Invoice #
9/11/2020	0651

<b>Bill To</b>
Village of Maywood LaSondra Banks 40 Madison Street Maywood, IL 60153

P.O. No.	Terms	Project
OCT 2020	1st of the Month	

Quantity	Description	Rate	Amount
	FROMMERT, MICHAEL - PPO/EC - DENTAL NO Dental for newborn	47.59	47.59
	FUQUA, CHRISTOPHER - 250 PPO/E - DENTAL --- NO Dental for newborn	47.59	47.59
	GRANDBERRY, LESLIE - PPO/ESC (retiree) - DENTAL	185.17	185.17
	GUDE, DAVID - PPO/E (retiree) - DENTAL	47.59	47.59
	GUZMAN, IVAN - PPO/ESC - DENTAL	185.17	185.17
	HAWKINS, BRANDON - PPO/ESC - DENTAL	185.17	185.17
	HERRERA, DONNA - 250 PPO/E - DENTAL	47.59	47.59
	HERNANDEZ, ANGELO - PPO/EC - DENTAL	98.61	98.61
	JARZABKOWSKI, KEVIN - PPO/E - DENTAL	47.59	47.59
	LEWIS MOBLEY, DONNA - PPO/ESC - DENTAL	185.17	185.17
	LUKASZEK, MATTHEW - 250 PPO/E - DENTAL	47.59	47.59
	MARKET, DONNA - PPO/ESC - DENTAL	185.17	185.17
	MARTINEZ, BENJAMIN - PPO/ESC - DENTAL	185.17	185.17
	McDONALD, DARRELL - HMO/EC - DENTAL	98.61	98.61
	MEADOWS, DERRICK - PPO/ESC - DENTAL	185.17	185.17
	OCHOA, LIZET - 250 PPO/ESC - DENTAL	185.17	185.17
	PATTERSON, CARLOS - PPO/EC - DENTAL	98.61	98.61
	POGWIZD, PETER - PPO/E - DENTAL	47.59	47.59
	POPE, ANGELA - PPO/EC - DENTAL	98.61	98.61
	PORTER JR, CHARLES - PPO/E (retired)	47.59	47.59
	POWELL, TERRANCE - PPO/ES - DENTAL	103.79	103.79
	REILLY, PATRICK - PPO/E - DENTAL	47.59	47.59
	SANTOYO, JANETTE - 250 PPO/E - DENTAL	47.59	47.59
	SARACENO, ANTHONY - PPO/E - DENTAL	47.59	47.59
	SCHLEICH, PETE - PPO/ES - DENTAL	103.79	103.79
	SHENITRAKU, ILIR - PPO/ESC - DENTAL	185.17	185.17
	SMITH, JASON - PPO/EC - DENTAL	98.61	98.61
	TURNER, SARONDA - PPO/EC - DENTAL	98.61	98.61
	VARGAS, LUIS - PPO/ESC - DENTAL	185.17	185.17
	WHIFLOCK, LONNIE - HMO/EC - DENTAL	98.61	98.61
	WOOD, HELENE - PPO/EC - DENTAL	98.61	98.61
	WOZNICZKA, CHRISTOPHER - PPO/ES - DENTAL	103.79	103.79

<b>Phone #</b>
630-832-6772

<b>Total</b>
--------------

MUNICIPAL EMPLOYEE V.E.B.A. TRUST

**Invoice**

770 North Church Road  
Suite H  
Elmhurst, Illinois 60126

Date	Invoice #
9/11/2020	0651

<b>Bill To</b>
Village of Maywood LaSondra Banks 40 Madison Street Maywood, IL 60153

P.O. No.	Terms	Project
OCT 2020	1st of the Month	

Quantity	Description	Rate	Amount
	EARLEY, SEAN - HMO/E	720.42	720.42
	McDONALD, DARRELL - HMO/EC	1,382.92	1,382.92
	WHITLOCK, LONELL - HMO/EC	1,382.92	1,382.92
	<b>\$250 / 90% COVERAGE</b>		
	FUQUA, CHRISTOPHER - 250 PPO/EC --- NO Dental for newborn	2,000.63	2,000.63
	HERRERA, DONNA - 250 PPO/E	930.52	930.52
	LUKASZEK, MATTHEW - 250 PPO / E	930.52	930.52
	MULLANEY, CHRISTOPHER - 250 PPO / E (Medical only/No Dental)	930.52	930.52
	OCHOA, LIZET - 250 PPO/ESC	3,024.20	3,024.20
	SANTOYO, JANETTIE - 250 PPO/L	930.52	930.52
	<b>RETIREES</b>		
	ALLEN, PIRSIA - 250 PPO - E (retired)	930.52	930.52
	BROWN, RANDY - PPO/E	1,027.52	1,027.52
	CONNOR, LAWRENCE - PPO/E (retired)	1,027.52	1,027.52
	GRANDBERRY, LESLIE - PPO/ESC (retired)	3,339.44	3,339.44
	GUDE, DAVID - PPO/E (retired)	1,027.52	1,027.52
	PORTER JR, CHARLES - PPO/E (retired)	1,027.52	1,027.52
	ZIMMERMAN, DAN - PPO/E	1,027.52	1,027.52
	<b>DENTAL COVERAGE</b>		
	ADAMIDIS, GEORGE - PPO/E - DENTAL	47.59	47.59
	ALLEN, PIRSIA - 250 PPO - E (retired) - DENTAL	47.59	47.59
	ALLGOOD, SIDNEY - PPO/EC - DENTAL	98.61	98.61
	BROWN, RANDY - PPO/EC - DENTAL	47.59	47.59
	BUTLER, CHRIS - PPO/EC - DENTAL	98.61	98.61
	CHOCHARO, JOHN - PPO/E - DENTAL	47.59	47.59
	CONNOR, LAWRENCE - PPO/E (retired) - DENTAL	47.59	47.59
	CORDOBA, SERGIO - PPO/ESC - DENTAL	185.17	185.17
	DANIELS, BRIAN - PPO/EC - DENTAL	98.61	98.61
	DOLAN, ROBERT - PPO/ESC - DENTAL	185.17	185.17
	EARLEY, SEAN - HMO/E - DENTAL	47.59	47.59
		<b>Total</b>	

Phone #
630-832-6772

MUNICIPAL EMPLOYEE V.E.B.A. TRUST

Invoice

770 North Church Road  
 Suite H  
 Elmhurst, Illinois 60126

Date	Invoice #
9.11/2020	0651

Bill To
Village of Maywood LaSondra Banks 40 Madison Street Maywood, IL 60153

P.O. No.	Terms	Project
OCT 2020	1st of the Month	

Quantity	Description	Rate	Amount
	HEALTH INSURANCE COVERAGE		
	PPO COVERAGE		
	ADAMIDIS, GEORGE - PPO/F	1,027.52	1,027.52
	ALLGOOD, SIDNEY - PPO/EC	2,209.15	2,209.15
	BUTLER, CHRIS - PPO/EC	2,209.15	2,209.15
	CHOCCHIARO, JOHN - PPO/E	1,027.52	1,027.52
	CORDOBA, SERGIO - PPO/ESC	3,339.44	3,339.44
	DANIELS, BRIAN - PPO/F	2,209.15	2,209.15
	DOLAN, ROBERT - PPO/ESC	3,339.44	3,339.44
	FROMMERT, MICHAEL - PPO/EC	2,209.15	2,209.15
	GUZMAN, IVAN - PPO/ESC	3,339.44	3,339.44
	HAWKINS, BRANDON - PPO/ESC	3,339.44	3,339.44
	HERNANDEZ, ANGELO - PPO/EC	2,209.15	2,209.15
	JARZABKOWSKI, KEVIN - PPO/F	1,027.52	1,027.52
	LEWIS MOBILITY, DONNA - PPO/ESC	3,339.44	3,339.44
	MARKET, DONNA - PPO/ESC	3,339.44	3,339.44
	MARTINEZ, BENJAMIN - PPO/ESC	3,339.44	3,339.44
	MEADOWS, DERRICK - PPO/ESC	3,339.44	3,339.44
	PATTERSON, CARLOS - PPO/EC	2,209.15	2,209.15
	POGWIZD, PETER - PPO/F	1,027.52	1,027.52
	POPE, ANGELA - PPO/EC	2,209.15	2,209.15
	POWELL, FERRANCE - PPO/ES	2,157.79	2,157.79
	REILLY, PATRICK - PPO/F	1,027.52	1,027.52
	SARACENO, ANTHONY - PPO/F	1,027.52	1,027.52
	SCHLEICH, PETE - PPO/ES	2,157.79	2,157.79
	SHEMITRAKU, ILIR - PPO/ESC	3,339.44	3,339.44
	SMITH, JASON - PPO/EC	2,209.15	2,209.15
	TURNER, SARONDA - PPO/EC	2,209.15	2,209.15
	VARGAS, LUIS - PPO/ESC	3,339.44	3,339.44
	WOOD, HELENE - PPO/EC	2,209.15	2,209.15
	WOZNICZKA, CHRISTOPHER - PPO/ES	2,157.79	2,157.79
	HMO COVERAGE		
		<b>Total</b>	

Phone #
630-832-6772

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Scot Decal Company

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached quote for the purchase of the 2021 vehicle/business license decals.

**RECOMMENDATION:** It is recommendation that the total payments of \$9,216.94 be approved for payment. The expense account to be charged: 01-14-52400.

September 8, 2021

Village of Maywood  
40 Madison Street  
Maywood, IL 60153  
Attn: Tanika

Dear Tanika,

Regarding the 2021 vehicle license decal requirements for the Village of Maywood, I am pleased to submit this quotation for your inspection as follows:

15,725 - 2021 Maywood vehicle license decals.....\$4874.75

Four color process.

Exp. Date 12/31/21.

**Printed on digital acetate material with 90lb liner. NO INSTRUCTIONS**

**\*Addition of readable tab with classification and number**

Bend N' Peel backing paper.

100 – Passenger	# 1 - 100
2,200 – Senior Citizen - white floodcoated	#401 – 2,600
10,000 - Passenger	#3,001 – 13,000
100 - Duplicate	#16,001 – 16,100
3,000 – Truck	#17,001 – 20,000
200 - Bus	#21,001 – 21,200
75 - Recreation Veh.	#22,001 – 22,075
6 - MAYOR	#51 - 56
4 - VILLAGE MANAGER	#57 - 60
34 - TRUSTEE	#61 - 94
6 - CLERK	#94 - 100

15,725 - Decals enclosed in glassine bags.....@.065.....\$1022.13

15,725 – Decals with print on back.....@.03.....\$471.81

Classification charge (5 are free).....@10.00.....\$ 60.00

Artwork charge to be determined based on design selected.

No charge for changing color on previous design!

50 – 2021 Official Municipal Stars.....N/C

Thank you for this opportunity to submit this quotation. I look forward to hearing from you within the near future.

Sincerely,

Nancy Strolle  
Scot Decal Company

Recommended To Be Paid

Dept. Head: William Meyer

Expense Acct: \_\_\_\_\_

205 Date: 9-30-21 PO # \_\_\_\_\_

September 8, 2021

Village of Maywood  
40 Madison Street  
Maywood, IL 60153  
Attn: Tanika

Dear Tanika,

Regarding the 2021 parking permits for the Village of Maywood, I am pleased to submit this quotation for your inspection as follows:

- 500 - 2021 Maywood quarterly parking permit decals.....\$1310.00**  
INSIDE REFLECTIVE MATERIAL  
Two colors per quarter.  
Bend N' Peel backing paper.  
200 – JAN-JUN WHITE WITH YOUR CHOICE OF COLOR BACKGROUND  
200 – JUL-DEC YOUR CHOICE OF COLOR WITH WHITE BACKGROUND  
SHAPE: SQUARE, TRIANGLE, OCTAGON, HORSESHOE  
100 - Yearly white with LIGHT BLUE background. – CIRCLE
  
- 500 – Decals enclosed in glassine bags.....\$32.50

Thank you for this opportunity to submit this quotation. I look forward to hearing from you within the near future.

Sincerely,

Nancy Strolle  
Scot Decal Company

SCOT DECAL COMPANY  
630 963-7007 630 963-7397 FAX

September 8, 2021

Village of Maywood  
40 Madison Street  
Maywood, IL 60153  
Attn: Tanika

Dear Tanika,

Regarding the 2021 miscellaneous tag and decal requirements for the Village of Maywood, I am pleased to submit this quotation for your inspection as follows:

**300** - 2021 Maywood 1 1/4" x 1 1/4" motorcycle plates.....\$200.00  
ONE COLOR alum. Numbered **101 - 400**. Expires 12/31/21

**400** - 2019 Maywood ONE COLOR alum. animal tags.....\$330.00  
Links attached. Numbered **1 - 400**. Expires 12/31/21  
Choice of shape: telephone, circle, scallop, shamrock, bell, heart

Color choices of aluminum: red, blue, green, purple, orange, gold, plain.  
NEW COLORS: BLACK, WHITE, TURQUOISE, YELLOW

Thank you for this opportunity to submit this quotation. I look forward to hearing from you within the near future.

Sincerely,

Nancy Strolle  
Scot Decal Company

SCOT DECAL COMPANY  
630 963-7007 630 963-7397 FAX

September 8, 2021

Village of Maywood  
40 Madison Street  
Maywood, IL 60153  
Attn: Tanika

Dear Tanika,

Regarding the 2021 parking permits for the Village of Maywood, I am pleased to submit this quotation for your inspection as follows:

- 400 - 2021 Maywood business license decals.....\$450.00  
Two color: ONE COLOR print with white background.  
**Printed on digital acetate material with 90lb liner.**  
Bend N' Peel backing paper. Numbered 1 - 400.
  
- 150 - 2021 Maywood vending license decals.....\$355.00  
ONE COLOR print on white krome-kote material.  
Bend N' Peel backing paper.
  - 75 - Vending # 1 - 75
  - 50 - Cigarette # 1 - 50
  - 25 - Gumball # 1 - 25
  
- 550 - Decals enclosed in glassine bags.....\$35.75
  
- Shipping and handling on entire order.....\$75.00

Thank you for this opportunity to submit this quotation. I look forward to hearing from you within the near future.

Sincerely,

Nancy Strolle  
Scot Decal Company

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Triggi Construction

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoice #2009-02 dated 8/31/2020 the reference project which includes roadway and drainage improvements along 6<sup>th</sup> Avenue (Madison Street to Washington Blvd), School Street (6<sup>th</sup> Avenue to 5<sup>th</sup> Avenue), Warren Street (6<sup>th</sup> Avenue to 5<sup>th</sup> Avenue), Legion Street (East of Greenwood Avenue) and Wilcox (9<sup>th</sup> Avenue to 5<sup>th</sup> Avenue). The project also includes improvements to Alleys 101, 106, and 344.

The project to be constructed consists of the removal and replacement of curb and gutter, sidewalks, and driveway aprons; replacement or repair of defective drainage structures; replacement of deteriorated storm sewer and laterals and certain sections of combined sewer; excavation of the existing pavement; installation of an aggregate base course; installation of concrete alley and concrete street pavements; installation of permeable brick pavers and infiltration pits within alley pavements; reconstructing pavements with hot-mix asphalt binder and hot-mix asphalt surface courses, milling and resurfacing of hot-mix asphalt pavements, restoration of disturbed sections of the parkways and alley right of ways, and other related work.

The work represented on the pay estimate includes work performed between August 5, 2020 and September 4, 2020. Generally, the work performed with this period includes sewer/water main repairs and concrete removal and replacement. We have reviewed the work performed and have found the work represented by the quantities on this estimate satisfactorily completed to date. We have reviewed the current project quantities with representatives of Triggi Construction, Inc., and have found them to be accurate.

**RECOMMENDATION:** It is recommendation that the total payments of \$820,264.50 be approved for payment. The expense account to be charged: 72-33-82000.



Civil Engineers ♦ Municipal Consultants ♦ Established 1911

September 8, 2020

Mr. Willie Norfleet, Jr.  
Village Manager  
Village of Maywood  
40 Madison Street  
Maywood, Illinois 60153

Recommended To Be Paid

Dept. Head: Willie Norfleet

Expense Acct: 72-33-52400

Date: \_\_\_\_\_ PO # \_\_\_\_\_

Re: 2020 Alley and Roadway Improvements Project  
Pay Estimate No. 2

Dear Mr. Norfleet:

Triggi Construction, Inc. of West Chicago has continued their work on the referenced project. The project includes roadway and drainage improvements along 6<sup>th</sup> Avenue (Madison Street to Washington Blvd.), School Street (6<sup>th</sup> Avenue to 5<sup>th</sup> Avenue), Warren Street (6<sup>th</sup> Avenue to 5<sup>th</sup> Avenue), Legion Street (East of Greenwood Avenue), and Wilcox (9<sup>th</sup> Avenue to 5<sup>th</sup> Avenue). The project also includes improvements to Alleys 101, 106, and 344.

The project to be constructed consists of the removal and replacement of curb and gutter, sidewalks, and driveway aprons; replacement or repair of defective drainage structures; replacement of deteriorated storm sewer laterals and certain sections of combined sewer; excavation of the existing pavement; installation of an aggregate base course; installation of concrete alley and concrete street pavements; installation of permeable brick pavers and infiltration pits within alley pavements; reconstructing pavements with hot-mix asphalt binder and hot-mix asphalt surface courses, milling and resurfacing of hot-mix asphalt pavements, restoration of disturbed sections of the parkways and alley right of ways, and other related work.

The work represented on this pay estimate includes work performed between August 5, 2020 and September 4, 2020. Generally, the work performed within this period includes sewer/water main repairs and concrete removal and replacement. We have reviewed the work performed and have found the work represented by the quantities on this estimate satisfactorily completed to date. We have reviewed the current project quantities with representatives of Triggi Construction, Inc., and have found them to be accurate.

We therefore recommend that the Village of Maywood approve the payment of the Contractor's Invoice No. 2009-02 in the amount of \$820,264.50. We have attached the Contractor's Affidavit and Waivers of Lien for this Pay Estimate No. 2. The project is being funded through the Madison Street TIF.

If you should have any questions, please call our office at your convenience.

Respectfully Submitted,

EDWIN HANCOCK ENGINEERING CO.

William Peterhansen, P.E., CFM

cc: Mr. John West, Director of Public Works  
Triggi Construction, Inc., P.O. Box 235, 1975 Powis Road, West Chicago, IL 60186-0235

Enclosures

2020 Alley and Roadway Improvements  
 Owner: Village of Maywood  
 Contractor: Triggs Construction, Inc.  
 Engineer: Hancock Engineering Co.  
 Engineer's Pay Estimate No. 2  
 Date: September 4, 2020

No.	Item	Unit	AWARDED		QUANTITY			Unit Price	Amount
			Quantity	Value	Overage	Remaining	Completed		
1	Earth Excavation	CuYd	1,300	\$58,500.00	-	350	950	\$ 45.00	\$ 42,750.00
2	Earth Excavation (Special)	CuYd	700	31,500.00	-	400	300	45.00	13,500.00
3	Undercut Excavation	CuYd	300	7,500.00	-	300	-	25.00	-
4	Porous Granular Embankment, 3"	CuYd	300	7,500.00	-	300	-	25.00	-
5	Infiltration Pit	CuYd	55	5,500.00	-	23	32	100.00	3,200.00
6	Exploratory Excavation	Hour	10	10.00	-	10	-	1.00	-
7	Removal and Disposal of Regulated Substances	CuYd	1,100	1,100.00	-	1,000	100	1.00	100.00
8	Comb Curb & Gutter Removal	Foot	7,400	40,700.00	-	1,100	6,300	5.50	34,650.00
9	Sidewalk Removal	SqFt	18,500	27,750.00	-	3,000	15,500	1.50	23,250.00
10	Driveway Pavement Removal	SqYd	1,400	14,000.00	-	275	1,125	10.00	11,250.00
11	Pavement Removal	SqYd	3,200	48,000.00	-	800	2,400	15.00	36,000.00
12	Pavement Removal (Streets)	SqYd	1,500	22,500.00	-	910	590	15.00	8,850.00
13	Pavement Removal (Wilcox)	SqYd	3,700	92,500.00	-	1,000	2,700	25.00	67,500.00
14	Pavement Removal Parking	SqYd	600	9,000.00	-	75	525	15.00	7,875.00
15	Hot-Mix Asphalt Surface Removal (Variable Depth)	SqYd	6,200	31,000.00	-	6,200	-	5.00	-
16	Incidental HMA Surface Removal	SqYd	1,500	11,250.00	-	1,025	475	7.50	3,562.50
17	HMA Surface Removal - Butt Joint	SqYd	350	5,250.00	-	350	-	15.00	-
18	10" Dia. PVC Combined Sewer Pipe Replacement	Foot	70	28,000.00	19	0	89	400.00	35,600.00
19	12" Dia. PVC Combined Sewer Pipe Replacement	Foot	63	1,575.00	25	0	88	25.00	2,200.00
20	Additional 10" Dia. PVC Combined Sewer Pipe Replacement	Foot	24	24.00	-	19	5	1.00	5.00
21	Additional 12" Dia. PVC Combined Sewer Pipe Replacement	Foot	24	24.00	-	24	-	1.00	-
22	6" Dia. PVC Sanitary Sewer Service Pipe	Foot	50	50.00	-	50	-	1.00	-
23	Sanitary Service Connection	Each	8	2,000.00	-	6	2	250.00	500.00
24	10" Dia. PVC Storm Sewer Pipe	Foot	1,200	48,000.00	192	0	1,392	40.00	55,680.00
25	Trench Backfill	CuYd	600	600.00	-	150	450	1.00	450.00
26	Ty "C" CB, 2' Dia, Type 1 Frame, Open Lid	Each	1	3,000.00	2	0	3	3,000.00	9,000.00
27	Restricted Depth CB, 4' Dia, Ty 1 Frame, Open Lid	Each	22	93,500.00	7	0	29	4,250.00	123,250.00
28	10"x4" Catch Basin Trap & Restrictor	Each	1	575.00	-	0	1	575.00	575.00
29	Restricted Depth San MH, 4' Dia, Ty1 Frame, CLid	Each	3	21,000.00	-	0	3	7,000.00	21,000.00
30	Restricted Depth Storm MH, 4' Dia, Ty1 Frame, CLid	Each	4	28,000.00	4	0	8	7,000.00	56,000.00
31	Connection to Existing Structure	Each	10	2,500.00	-	8	2	250.00	500.00
32	Connection to Existing Storm Sewer	Each	1	5,500.00	-	0	1	5,500.00	5,500.00
33	Frames & Lids to be Adjusted	Each	50	23,750.00	-	35	15	475.00	7,125.00
34	Structure to be Reconstructed	Each	12	22,200.00	1	0	13	1,850.00	24,050.00
35	Frames & Lids	Each	40	10,000.00	-	27	13	250.00	3,250.00
36	Structure to be Removed	Each	21	1,050.00	27	0	48	50.00	2,400.00
37	Structure to be Abandoned	Each	7	350.00	-	7	-	50.00	-
38	Water Service Boxes & Valve Boxes to be Adjusted	Each	10	2,500.00	-	4	6	250.00	1,500.00
39	Fire Hydrant and Water Valve to be Replaced	Each	2	19,500.00	-	0	2	9,750.00	19,500.00
40	Comb Conc C&G, Ty B-6.12 (Modified)	Foot	7,200	144,000.00	-	956	6,244	20.00	124,880.00
41	Concrete Curb, Ty B	Foot	500	12,500.00	-	450	50	25.00	1,250.00
42	PCC Sidewalk, 5"	SqFt	18,500	120,250.00	-	4,300	14,200	6.50	92,300.00
43	Detectable Warnings	SqFt	700	17,500.00	-	60	640	25.00	16,000.00
44	PCC Driveway Pavement, 7"	SqYd	1,400	70,000.00	-	275	1,125	50.00	56,250.00
45	PCC Driveway Pavement, 8"	SqYd	600	33,000.00	-	550	50	55.00	2,750.00
46	PCC Pavement, 8" (Jointed)	SqYd	4,300	215,000.00	-	450	3,850	50.00	192,500.00
47	PCC Alley Pavement, 8"	SqYd	1,100	55,000.00	-	100	1,000	50.00	50,000.00
48	Edge Grade Adjustment	Foot	80	800.00	10	0	90	10.00	900.00
49	White Wax Compound	SqYd	10,000	1,000.00	-	10,000	-	0.10	-
50	PCC Base Course, 8"	SqYd	1,900	76,000.00	-	550	1,350	40.00	54,000.00
51	Deformed Tie Bars	Each	1,600	8,000.00	-	1,400	200	5.00	1,000.00
52	Permeable Brick Pavers	SqFt	400	10,000.00	-	100	300	25.00	7,500.00
53	Remove and Reset Existing Brick Pavers	SqFt	300	7,500.00	-	300	-	25.00	-
54	Incidental Hot-Mix Asphalt Surfacing	SqYd	2,750	68,750.00	-	2,275	475	25.00	11,875.00
55	Geogrid for Ground Stabilization	SqYd	6,100	12,200.00	-	950	5,150	2.00	10,300.00
56	Aggregate Base Course, Type B, 6"	SqYd	6,100	45,750.00	-	950	5,150	7.50	38,625.00
57	Aggregate Base Course, Type B, 8"	SqYd	2,500	25,000.00	-	1,300	1,200	10.00	12,000.00
58	Bituminous Materials (Tack Coat) SS-1	Gal	6,200	620.00	-	6,200	-	0.10	-
59	HMA Binder Course, IL 19.0, N50 (Reconstruction) 4"	Ton	225	22,500.00	-	225	-	100.00	-
60	HMA Leveling Binder (Machine Method)	Ton	400	38,000.00	-	400	-	95.00	-
61	HMA Binder Course, IL 19.0, N50 (Parking Pavement) 3"	Ton	120	14,400.00	-	120	-	120.00	-
62	HMA Surface Course, Mix 'D', N50	Ton	975	82,875.00	-	975	-	85.00	-
63	Topsoil Placement 3"	SqYd	5,200	5,200.00	-	5,200	-	1.00	-
64	Sodding	SqYd	5,200	72,800.00	-	5,200	-	14.00	-
65	Supplemental Watering	Unit	25	25.00	-	25	-	1.00	-
66	Inlet Filters	Each	53	2,650.00	-	31	22	50.00	1,100.00
67	Sign Panel - Type 1	SqFt	175	3,937.50	-	175	-	22.50	-
68	Telescoping Steel Sign Support	Foot	375	4,687.50	-	375	-	12.50	-
69	Thermoplastic Pavement Marking - Line 4"	Foot	900	1,350.00	-	900	-	1.50	-
70	Thermoplastic Pavement Marking - Line 6"	Foot	1,400	3,150.00	-	1,400	-	2.25	-
71	Thermoplastic Pavement Marking - Line 24"	Foot	300	2,700.00	-	300	-	9.00	-
72	Polyurea Pavement Marking Type 1 - Line 6"	Foot	475	2,375.00	-	475	-	5.00	-
73	Polyurea Pavement Marking Type 1 - Line 24"	Foot	200	4,000.00	-	200	-	20.00	-
74	Construction Videotaping	Unit	6	3,000.00	-	3	3	500.00	1,500.00
75	Traffic Control & Protection	LS	1	83,500.00	-	0	0.80	83,500.00	66,800.00

Total	\$1,997,278.00	\$ 1,362,102.50
Retainer (10%)		\$ 136,210.25
Less Previous Pay Estimates		\$ 405,627.75
<b>Total Amount Due, Estimate No. 2</b>		<b>\$ 820,264.50</b>

**WAIVER OF LIEN TO DATE**

STATE OF ILLINOIS  
COUNTY OF COOK

} SS

Gty # \_\_\_\_\_  
Escrow # \_\_\_\_\_

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by VILLAGE OF MAYWOOD  
to furnish LABOR AND MATERIALS  
for the premises known as MAYWOOD - 2020 ALLEY & ROADWAY IMPROVEMENTS  
of which VILLAGE OF MAYWOOD is the owner.

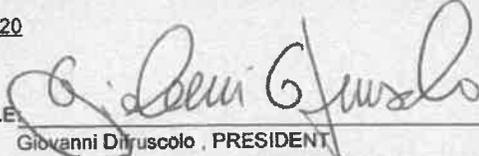
THE undersigned, for and in consideration of Eight Hundred Twenty Thousand Two Hundred Sixty Four and 50/100 Dollars  
( \$820,264.50 Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and  
release any and all lien or claim of, or right to, lien, under the statutes of the State of ILLINOIS, relating to mechanics' liens, with respect  
to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the  
moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery,  
furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.\*

DATE September 8, 2020

COMPANY NAME Triggi Construction, Inc.

ADDRESS P O Box 235, 1975 Powis Road, West Chicago, IL 60186-0235

SIGNATURE AND TITLE

  
Giovanni Difruscolo, PRESIDENT

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

**CONTRACTOR'S AFFIDAVIT**

STATE OF ILLINOIS  
COUNTY OF COOK

} SS

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Giovanni Difruscolo BEING DULY SWORN, DEPOSES  
AND SAYS THAT HE OR SHE IS (POSITION) PRESIDENT OF  
(COMPANY NAME) Triggi Construction, Inc. WHO IS THE  
CONTRACTOR FURNISHING LABOR AND MATERIALS WORK ON THE BUILDING  
LOCATED AT VARIOUS LOCATIONS, MAYWOOD, IL 60153  
OWNED BY VILLAGE OF MAYWOOD

That the total amount of the contract including extras\* is \$1,997,278.00 on which he or she has received payment of \$405,627.75 prior to this  
payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity  
of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties  
having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become  
due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TRIGGI CONSTRUCTION, INC. P.O. BOX 235 WEST CHICAGO, IL 60186-0235	REPLACEMENT- CONCRETE	969,637.75	177,810.35	608,357.10	183,470.30
LINDAHL BROTHERS, INC. 622 E GREEN STREET BENSENVILLE, IL 60106-2579	ASPHALT PAVING/MILL	267,614.50	0.00	0.00	267,614.50
LPS PAVEMENT COMPANY, INC. 67 STONEHILL ROAD OSWEGO, IL 60543	BRICK PAVERS	20,000.00	0.00	5,400.00	14,600.00
PRECISION PAVEMENT MARKINGS, INC. 1220 BELL COURT PINGREE GROVE, IL 60140	PAVT. MARKINGS	11,780.75	0.00	0.00	11,780.75
ROY ERIKSON OUTDOOR MAINTENANCE 4430 137TH PLACE CRESTWOOD, IL 60418	LANDSCAPING	72,825.00	0.00	0.00	72,825.00
SMITH MAINTENANCE COMPANY 2221 W WALNUT STREET CHICAGO, IL 60612	TRAFFIC CONT & PROT	25,975.00	4,860.00	8,100.00	13,015.00
SUBURBAN GENERAL CONSTRUCTION, INC. 1019 E 31ST STREET LAGRANGE PARK, IL 60526	STORM SEWER	315,945.00	211,514.40	112,509.90	-8,079.30
PRAIRIE MATERIAL 5185 PAYSHPERE CIRCLE CHICAGO, IL 60674	READY MIX CONCRETE	313,500.00	11,443.00	85,897.50	216,159.50

**CONTRACTOR'S AFFIDAVIT**

STATE OF ILLINOIS  
COUNTY OF COOK

} SS

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Giovanni Difruscolo BEING DULY SWORN, DEPOSES  
AND SAYS THAT HE OR SHE IS (POSITION) PRESIDENT OF  
(COMPANY NAME) Triggi Construction, Inc. WHO IS THE  
CONTRACTOR FURNISHING LABOR AND MATERIALS WORK ON THE BUILDING  
LOCATED AT VARIOUS LOCATIONS, MAYWOOD, IL 60153  
OWNED BY VILLAGE OF MAYWOOD

That the total amount of the contract including extras\* is \$1,997,278.00 on which he or she has received payment of \$405,627.75 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		1,997,278.00	405,627.75	820,264.50	771,385.75

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE September 8th, 2020

SIGNATURE:

*Giovanni Difruscolo*  
Giovanni Difruscolo, PRESIDENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 8th DAY OF SEPTEMBER, 2020

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE

NOTARY PUBLIC

ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.



# Triggi Construction, Inc.

P O Box 235  
 1975 Powis Road  
 West Chicago, IL 60186-0235

Phone (630)584-4490 Fax (630)584-0271

Customer ID 27

VILLAGE OF MAYWOOD  
 40 MADISON STREET  
 MAYWOOD, IL 60153

Phone (708)344-1200  
 PAY ESTIMATE TWO

**Invoice # 2009-02**

Date 08/31/2020 Page # 1

Job ID 2009

MAYWOOD - 2020 ALLEY &  
 ROADWAY  
 VARIOUS LOCATIONS  
 MAYWOOD, IL 60153

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
9901	EARTH EXCAVATION	950.00	CY	\$45.00	\$42,750.00
9902	EARTH EXCAVATION SPL	300.00	CY	\$45.00	\$13,500.00
9903	UNDERCUT EXCAVATION				
9904	POROUS GRAN EMBANK 3"				
9905	INFILTRATION PIT	32.00	CY	\$100.00	\$3,200.00
9906	EXPLORATORY EXCAVATION				
9907	REM & DISP REG SUBSTANCES	100.00	CY	\$1.00	\$100.00
9908	CURB AND GUTTER REMOVAL	6,300.00	FT	\$5.50	\$34,650.00
9909	SIDEWALK REMOVAL	15,500.00	SF	\$1.50	\$23,250.00
9910	DRIVEWAY PAVT REMOVAL	1,125.00	SY	\$10.00	\$11,250.00
9911	PAVEMENT REMOVAL	2,400.00	SY	\$15.00	\$36,000.00
9912	PAVT REMOVAL - STREETS	590.00	SY	\$15.00	\$8,850.00
9913	PAVT REMOVAL - WILCOX	2,700.00	SY	\$25.00	\$67,500.00
9914	PAVT REMOVAL - PARKING	525.00	SY	\$15.00	\$7,875.00
9915	HMA SURFACE REMOVAL VD				
9916	INCIDENTAL HMA SURFACE REM	475.00	SY	\$7.50	\$3,562.50
9917	HMA SURFACE REM - BUTT JT				
9918	10" PVC COMB SEWER REPL	89.00	FT	\$400.00	\$35,600.00
9919	12" PVC COMB SEWER REPL	88.00	FT	\$25.00	\$2,200.00
9920	ADDL 10" PVC COMB SEWER REPL	5.00	FT	\$1.00	\$5.00
9921	ADDL 12" PVC COMB SEWER REPL				
9922	6" PVC SANITARY SERVICE				

Continued

# Triggi Construction, Inc.

P O Box 235  
 1975 Powis Road  
 West Chicago, IL 60186-0235

Phone (630)584-4490 Fax (630)584-0271

Customer ID 27

VILLAGE OF MAYWOOD  
 40 MADISON STREET  
 MAYWOOD, IL 60153

Phone (708)344-1200  
 PAY ESTIMATE TWO

**Invoice # 2009-02**

Date 08/31/2020 Page # 2

Job ID 2009

MAYWOOD - 2020 ALLEY &  
 ROADWAY  
 VARIOUS LOCATIONS  
 MAYWOOD, IL 60153

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
9923	SANITARY SERVICE CONNECT	2.00	EA	\$250.00	\$500.00
9924	10" PVC STORM SEWER	1,392.00	FT	\$40.00	\$55,680.00
9925	TRENCH BACKFILL	450.00	CY	\$1.00	\$450.00
9926	TY C CATCH BASIN 2' T1 FR OL	3.00	EA	\$3,000.00	\$9,000.00
9927	R-D CATCH BASIN 4' T1 FR OL	29.00	EA	\$4,250.00	\$123,250.00
9928	10" X 4" CB TRAP & RESTRICTOR	1.00	EA	\$575.00	\$575.00
9929	R-D SAN MANHOLE 4' T1 FR CL	3.00	EA	\$7,000.00	\$21,000.00
9930	R-D STORM MANHOLE 4' T1 FR CL	8.00	EA	\$7,000.00	\$56,000.00
9931	CONNECT TO EXIST STRUCTURE	2.00	EA	\$250.00	\$500.00
9932	CONNECT TO EXIST SEWER	1.00	EA	\$5,500.00	\$5,500.00
9933	FRAME AND LID ADJUSTED	15.00	EA	\$475.00	\$7,125.00
9934	STRUCTURE RECONSTRUCTED	13.00	EA	\$1,850.00	\$24,050.00
9935	FRAME AND LID	13.00	EA	\$250.00	\$3,250.00
9936	STRUCTURE REMOVED	48.00	EA	\$50.00	\$2,400.00
9937	STRUCTURE ABANDONED				
9938	WATER / VALVE BOX ADJUST	6.00	EA	\$250.00	\$1,500.00
9939	FIRE HYDRANT & VALVE REPL	2.00	EA	\$9,750.00	\$19,500.00
9940	CURB AND GUTTER B6.12 MOD	6,244.00	FT	\$20.00	\$124,880.00
9941	CONCRETE CURB TY B	50.00	FT	\$25.00	\$1,250.00
9942	PCC SIDEWALK 5"	14,200.00	SF	\$6.50	\$92,300.00
9943	DETECTABLE WARNINGS	640.00	SF	\$25.00	\$16,000.00
9944	PCC DRIVEWAY PAVT 7"	1,125.00	SY	\$50.00	\$56,250.00
9945	PCC DRIVEWAY PAVT 8"	50.00	SY	\$55.00	\$2,750.00
9946	PCC PAVEMENT 8" JOINTED	3,850.00	SY	\$50.00	\$192,500.00

Continued

# Triggi Construction, Inc.

P O Box 235  
 1975 Powis Road  
 West Chicago, IL 60186-0235

Phone (630)584-4490 Fax (630)584-0271

Customer ID 27

VILLAGE OF MAYWOOD  
 40 MADISON STREET  
 MAYWOOD, IL 60153

Phone (708)344-1200  
 PAY ESTIMATE TWO

**Invoice # 2009-02**

Date 08/31/2020 Page # 3

Job ID 2009

MAYWOOD - 2020 ALLEY &  
 ROADWAY  
 VARIOUS LOCATIONS  
 MAYWOOD, IL 60153

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
9947	PCC ALLEY PAVEMENT 8"	1,000.00	SY	\$50.00	\$50,000.00
9948	EDGE GRADE ADJUSTMENT	90.00	FT	\$10.00	\$900.00
9949	WHITE WAX COMPOUND				
9950	PCC BASE CSE 8"	1,350.00	SY	\$40.00	\$54,000.00
9951	DEFORMED TIE BARS	200.00	EA	\$5.00	\$1,000.00
9952	PERMEABLE BRICK PAVERS	300.00	SF	\$25.00	\$7,500.00
9953	REM & RESET BRICK PAVERS				
9954	INCIDENTAL HMA SURFACING	475.00	SY	\$25.00	\$11,875.00
9955	GEOGRID F/ GR STAB	5,150.00	SY	\$2.00	\$10,300.00
9956	AGGREGATE BASE CSE TY B 6"	5,150.00	SY	\$7.50	\$38,625.00
9957	AGGREGATE BASE CSE TY B 9"	1,200.00	SY	\$10.00	\$12,000.00
9958	BIT MATLS TACK COAT SS-1				
9959	HMA BINDER 19.0 N50 RECONST 4"				
9960	HMA LEVEL BINDER MM				
9961	HMA BINDER 19.0 N50 PARKING 3"				
9962	HMA SURFACE CSE MIX D N50				
9963	TOPSOIL PLACEMENT 3"				
9964	SODDING				
9965	SUPPLE WATERING				
9966	INLET FILTERS	22.00	EA	\$50.00	\$1,100.00
9967	SIGN PANEL TY 1				
9968	TELES STEEL SIGN SUPPORT				
9969	THPL PAVT MK LINE 4"				

Continued

# Triggi Construction, Inc.

P.O. Box 235  
 1975 Powis Road  
 West Chicago, IL 60186-0235

Phone (630)584-4490 Fax (630)584-0271

Customer ID 27

VILLAGE OF MAYWOOD  
 40 MADISON STREET  
 MAYWOOD, IL 60153

Phone (708)344-1200  
 PAY ESTIMATE TWO

**Invoice # 2009-02**

Date 08/31/2020 Page # 4

Job ID 2009

MAYWOOD - 2020 ALLEY &  
 ROADWAY  
 VARIOUS LOCATIONS  
 MAYWOOD, IL 60153

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
9970	THPL PAVT MK LINE 6"				
9971	THPL PAVT MK LINE 24"				
9972	POLYUREA PAVT MK T1 LINE 6"				
9973	POYUREA PAVT MK T1 LINE 24"				
9974	CONST VIDEOTAPING	3.00	UN	\$500.00	\$1,500.00
9975	TRAFFIC CONTROL & PROTECT	0.80	LS	\$83,500.00	\$66,800.00
9990	RESERVED				
Original Contract		1,997,278.00		Work Completed to Date	1,362,102.50
Approved Change Orders		0.00		Less Retentions	136,210.25
Current Contract		1,997,278.00		Net Completed to Date	1,225,892.25
				Less Net Previously Billed	405,627.75
Balance to Complete		635,175.50		<b>Net Due This Invoice</b>	<b>820,264.50</b>

TERMS: NET DUE 08/31/2020.

**Village of Maywood  
Interdepartmental Memorandum**

**TO:** Village Mayor and Board of Trustees  
**FROM:** Willie Norfleet, Village Manager  
**DATE:** September 30, 2020  
**SUBJECT:** Payment Approval, Village of Melrose Park

**SPECIFIC ACTION REQUESTED:** Payment approval of the attached invoices for water services provided 7/20/2020-8/19/2020 from the Village of Melrose Park.

<u>ACCOUNT #</u>	<u>DATE</u>	<u>AMOUNT</u>
422000-001	8/19/2020	\$ 28,921.33
422001-001	8/19/2020	\$ 29,586.58

**RECOMMENDATION:** It is recommendation that the total payments of \$58,507.91 be approved for payment. The expense account to be charged: 41-52-87000.



**Village of  
Melrose Park**  
P.O. Box 1506 • Melrose Park, IL 60161-1506  
708-343-4000, Ext. 4435 • FAX 708-343-8015

Ronald M. Serpico  
Mayor



P.O. Box 1506 • Melrose Park, IL 60161-1506  
708-343-4000, Ext. 4435 • FAX 708-343-8015

**ACCOUNT MNUMBER      SERVICE DATES**

422000-001      07/20/2020

USE OF MAIN E      08/19/2020

**RETAIN THIS STUB FOR YOUR RECORDS**

**CURRENT READ      CONSUMPTION**

904,700      55,210

Previous Balance      106,446.21

Penalties      267.34

Adjustments      0.00

Payments Received      (109,420.77)

Balance at Billing      (2,707.22)

WATER      28,653.99

Total Due      25,946.77

Pay water bills online at [www.melrosepark.org](http://www.melrosepark.org)

**PLEASE RETURN THIS STUB WITH PAYMENT**

ACCOUNT #	AMOUNT DUE
422000-001	25,946.77
DUE DATE	AFTER DUE DATE
09/29/2020	26,206.24

09/29/2020

26,206.24



Recommended To Be Paid

Dept. Head: Walter Noyes

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

VILLAGE OF MAYWOOD  
40 MADISON ST  
MAYWOOD, IL 60153



Village of  
Melrose Park

P.O. Box 1506 • Melrose Park, IL 60161-1506  
708-343-4000, Ext. 4435 • FAX 708-343-8015

Ronald M. Serpico  
Mayor



Village of  
Melrose Park

P.O. Box 1506 • Melrose Park, IL 60161-1506  
708-343-4000, Ext. 4435 • FAX 708-343-8015

ACCOUNT MNUMBER      SERVICE DATES

422001-001      07/20/2020

USE OF MAIN W      08/19/2020

**RETAIN THIS STUB FOR YOUR RECORDS**

CURRENT READ      CONSUMPTION

2,800      56,480

Previous Balance      109,728.02

Penalties      273.46

Adjustments      0.00

Payments Received      0.00

Balance at Billing      110,001.48

WATER      29,313.12

Total Due      139,314.60

Pay water bills online at [www.melrosepark.org](http://www.melrosepark.org)

**PLEASE RETURN THIS STUB WITH PAYMENT**

ACCOUNT #	AMOUNT DUE
422001-001	139,314.60
DUE DATE	AFTER DUE DATE
09/29/2020	139,607.73

09/29/2020

139,607.73



Recommended To Be Paid

Dept. Head: Willie Noyes

Expense Acct: \_\_\_\_\_

Date: 9-30-20 PO # \_\_\_\_\_

VILLAGE OF MAYWOOD  
40 MADISON ST  
BROADVIEW, IL 60153



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444  
mtjurusik@ktjlaw.com  
DD 312-984-6432

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506  
www.ktjlaw.com

**MEMORANDUM**

**TO: Mayor Edwenna Perkins and Board of Trustees, Village of Maywood**  
**FROM: Michael T. Jurusik**  
**DATE: September 30, 2020**  
**RE: Approval of Zoning Relief – Variations and Special Use Permit for Drive-Thru Facility for Northwest Corner of 1st Avenue and Lake Street Redevelopment Project**  
**Redevelopment Agreement for the Northwest Corner of 1<sup>st</sup> Avenue and Lake Street Commercial Redevelopment Project**  
**Maywood Equity Group, LLC**

---

Per the direction given at the September 15, 2020 Village Board Meeting, I have enclosed a copy of the following document for your review, consideration and action at an upcoming Village Board Meeting:

ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU FACILITY AND CERTAIN VARIATIONS WITHIN THE C-2 PEDESTRIAN ORIENTED COMMERCIAL DISTRICT FOR THE COMMERCIAL DEVELOPMENT OF THE NORTHWEST CORNER OF 1ST AVENUE AND LAKE STREET (Subject Property: 101 Lake Street, 107 Lake Street and 115 Lake Street, and 210 and 212 North 1st Avenue) (Developer/Applicant: Maywood Equity Group, LLC)

The enclosed Ordinance approves the zoning relief necessary for developer Maywood Equity Group, LLC to develop the Northwest Corner of 1st Avenue and Lake Street (101 Lake Street, 107 Lake Street and 115 Lake Street, and 210 and 212 North 1st Avenue, Maywood, Illinois, per the terms of the Redevelopment Agreement. The zoning relief was “pre-approved” by the Village Board when it approved the Redevelopment Agreement. The development of this site consists of construction of two (2) single-story commercial buildings with approximately nine thousand one hundred (9,100) square feet of retail/commercial space and related infrastructure and parking, a drive-thru facility and landscaping improvements for retail and commercial uses (the “Project”).

The Village’s Plan Commission/Zoning Board of Appeals conducted a public hearing on August 25, 2020 (PC/ZBA Case #20-004) regarding the zoning relief needed to construct and operate the Project, and voted four to zero (4-0) to favorably recommend approval of the requested special use permit for the drive-thru facility and certain variations. The PC/ZBA issued its FINDINGS OF FACT AND RECOMMENDATIONS OF THE PLAN COMMISSION/ZONING BOARD OF APPEALS OF THE VILLAGE OF MAYWOOD TO THE PRESIDENT AND BOARD OF TRUSTEES (dated September 15, 2020) regarding this matter.

The zoning relief to be approved for the Project is set forth in Section 2 of the enclosed Ordinance. Section 3 of the enclosed Ordinance contains several conditions that are recommended for the approval of the zoning relief, including the following key condition:

- Approval of zoning relief is valid and effective only upon the conveyance of the Subject Property by the Village to the Developer/Applicant in accordance with the Redevelopment Agreement ... If the conveyance of the Subject Property does not occur and the Redevelopment Agreement is terminated by mutual consent or by either the Village or the Developer/Applicant in accordance with the termination provision of the Redevelopment Agreement, then this Ordinance shall be automatically and immediately repealed and be null and void as of the termination date without any further action or notice required to be taken or issued by the President and Board of Trustees of the Village of Maywood.

Village staff and I are still working with the Developer and its attorney to address the Village Board's requests for additional information and status on the Developer's readiness to close on the conveyance of the Subject Property and commence construction of the Project. We will bring forward an addendum to the Redevelopment Agreement for the extension of the closing date once we have received a realistic timetable relating to the Developer's pre-Closing deliverables and other action items that are still pending or not completed for moving forward with the Project from the Developer.

If there are any questions, please contact me.

*Mike*

Enclosure

cc: Willie Norfleet, Jr., Village Manager (w/ encl.)  
David Myers, Director of Community Development (w/ encl.)  
Angela Smith, Project Manager, Business Coordinator (w/ encl.)  
Edgar Lara, Village Planner / Zoning Officer (w/ encl.)  
Bill Peterhansen / Mark Lucas, Village Engineers (w/ encl.)  
Michael A. Marrs, KTJ (w/ encl.)

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU FACILITY  
AND CERTAIN VARIATIONS WITHIN THE C-2 PEDESTRIAN ORIENTED COMMERCIAL DISTRICT FOR  
THE COMMERCIAL DEVELOPMENT OF THE NORTHWEST CORNER OF 1<sup>ST</sup> AVENUE AND LAKE STREET**

**(Subject Property: 101 Lake Street, 107 Lake Street and 115 Lake Street,  
and 210 and 212 North 1st Avenue)**

**(Developer/Applicant: Maywood Equity Group, LLC)**

**WHEREAS**, the Village of Maywood (the "Village") is the owner of real property commonly known as 210 to 212 North 1st Avenue and 101 to 115 Lake Street (collectively, the "Subject Property" or the "Northwest Corner of 1st Avenue and Lake Street"), as more specifically legally described on Exhibit "A" attached hereto and made a part hereof; and

**WHEREAS**, the Subject Property is zoned C-2 Pedestrian Oriented Commercial District; and

**WHEREAS**, with the approval of Ordinance No. 2018-58 on December 19, 2018, the Village and Maywood Equity Group, LLC, an Illinois limited liability company (the "Developer/Applicant"), approved and entered into a document entitled "REDEVELOPMENT AGREEMENT (Northwest Corner of 1st Avenue and Lake Street: 101 Lake Street, 107 Lake Street and 115 Lake Street, and 210 and 212 North 1st Avenue, Maywood, Illinois)" ("Redevelopment Agreement"), which provides for the sale of the Subject Property by the Village to the Developer/Applicant for a price of \$232,500.00. Under the Redevelopment Agreement, the Developer/Applicant agrees to redevelop the Subject Property with two (2) single-story commercial buildings with approximately nine thousand one hundred (9,100) square feet of retail/commercial space and related infrastructure and parking, a drive-thru facility and landscaping improvements for retail and commercial uses (the "Project"); and

**WHEREAS**, as required by the Redevelopment Agreement, the Developer/Applicant filed an Application with the Village seeking the approval of a special use permit for a drive-thru facility and for certain variations related to the construction and operation of the Project, as described in more detail below (the "Special Use Permit and Variations"); and

**WHEREAS**, the Application was referred to the Village Plan Commission/Zoning Board of Appeals (the "Plan Commission") and has been processed in accordance with the Village of Maywood Zoning Code ("Zoning Code"); and

**WHEREAS**, pursuant to notice sent by United States mail to surrounding property owners and published in two (2) newspapers and posted as required by the applicable provisions of State law and as required by the applicable provisions of the Maywood Village Code and Maywood Zoning Ordinance, and Section 11-13-14 of the Illinois Municipal Code (65 ILCS 5/11-13-14), a public hearing was conducted on August 25, 2020 ("Public Hearing"), by the Plan Commission (PC/ZBA Case #20-004), to hear testimony and receive evidence regarding whether the requested zoning relief, the Special Use Permit and Variations should be granted. During the Public Hearing, all persons present were afforded an opportunity to be heard; and

**WHEREAS**, based on the content of the Application, the Applicant's testimony, and other documents and evidence provided to the Plan Commission by the Applicant, and the testimony and other documents and evidence provided to the Plan Commission by the Village staff and members of the public who spoke at the Public Hearing, the Plan Commission found that the required standards that need to be satisfied for approval of the Special Use Permit and Variations were met; and

**WHEREAS**, on August 25, 2020, the Plan Commission voted four to zero (4-0) to favorably recommend approval of the requested Special Use Permit and Variations to the Village President and Board of Trustees of the Village of Maywood, subject to certain conditions, as set forth in its FINDINGS OF FACT AND RECOMMENDATIONS OF THE PLAN COMMISSION/ZONING BOARD OF APPEALS OF THE VILLAGE OF MAYWOOD TO THE PRESIDENT AND BOARD OF TRUSTEES, which is incorporated by reference into this Ordinance as Exhibit "B" ("Findings and Recommendations") and made a part hereof; and

**WHEREAS**, the Village President and Board of Trustees of the Village of Maywood have duly considered and accept the Findings and Recommendations and incorporate by reference such Findings and Recommendations regarding the Special Use Permit and Variations within this Ordinance.

**BE IT ORDAINED, BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** The Village President and Board of Trustees of the Village of Maywood accept and adopt and incorporate by reference herein the Findings and Recommendations of the Plan Commission relative to the favorable recommendation of approval of a special use permit for a drive-thru facility and certain variations to allow the construction and operation of the Project, as described in more detail below, SUBJECT TO THE CONDITIONS SET FORTH BELOW IN SECTION 3.

**SECTION 2:** The Village President and Board of Trustees of the Village of Maywood find that the required standards necessary to be satisfied for approval of the Special Use Permit and Variations have been met by the Developer/Applicant and approve the following zoning relief relative to the Subject Property and the Project, SUBJECT TO THE CONDITIONS SET FORTH BELOW IN SECTION 3:

1. Special Use Permit Request: Allow construction and operation of a Drive-Thru Facility at the Subject Property for the Project (Section 8.2 / Table 8-1 of the Maywood Zoning Ordinance).
2. Variance Request: Allow a three (3) foot variance from the screening requirements for drive-through facilities to permit the Developer/Applicant to install and maintain a three (3) foot vegetative hedge along the south side of the drive-through lane instead of the required six (6) foot minimum vegetative hedge per Section 14.13 Screening Requirements (D. Drive-Through Facility) in Chapter 14 (Landscaping & Screening) of the Maywood Zoning Ordinance.
3. Variance Request: Allow a four (4) foot variance from the maximum height requirements for monument signs to permit the Developer/Applicant to install and maintain a ten (10) foot high monument sign instead of a six (6) foot high monument sign per Section 15.10 Permanent Sign Standards (G. Monument Signs) in Chapter 15 (Signs) of the Maywood Zoning Ordinance.

4. Variance Request: Grant of parking variance equal to three (3) parking spaces per 1,000 square feet for all uses for the Project per the applicable provisions of the Maywood Zoning Ordinance.
5. Variance Request: Allow the minimum necessary zoning relief from all setback requirements indicated on Table 8-3 (Commercial District Bulk And Yard Regulations) in Chapter 8 (Commercial Zoning Districts) of the Maywood Zoning Ordinance to permit the construction and operation of the Project.
6. Variance Request: Allow the use of spandrel glass or other alternatives to block all of the glazing on the eastern building façade per the applicable provisions of the Maywood Zoning Ordinance.
7. Variance Request: Allow the use of Exterior Insulation and Finish System (EIFS) as a material for sign bands and building gables per the applicable provisions of the Maywood Zoning Ordinance.

**SECTION 3:** The President and Board of Trustees of the Village of Maywood grants the requested Special Use Permit and Variations as set forth above in Section 2, SUBJECT TO THE FOLLOWING CONDITIONS:

1. The approval of the Special Use Permit and Variations shall be valid and effective only upon the conveyance of the Subject Property by the Village to the Developer/Applicant in accordance with the Redevelopment Agreement. The effective date and time of the Special Use Permit and Variations shall be the closing date and time at which the closing at which the conveyance of ownership of fee simple title to the Subject Property is conveyed by the Village to the Developer/Applicant. If the conveyance of the Subject Property does not occur and the Redevelopment Agreement is terminated by mutual consent or by either the Village or the Developer/Applicant in accordance with the termination provision of the Redevelopment Agreement, then this Ordinance shall be automatically and immediately repealed and be null and void as of the termination date without any further action or notice required to taken or issued by the President and Board of Trustees of the Village of Maywood.
2. The Developer/Applicant shall construct the Project improvements, in conformance with the Redevelopment Agreement, the Village Staff and Village Engineer plan review requirements, and all applicable provisions of the Maywood Code and the Maywood Zoning Code, including but not limited to Section 8.4 (Commercial District Design Standards), Section 11 (Use Standards), Section 12 (On-Site Development Standards) and Section 14 (Landscape Plan & Screening) of the Maywood Zoning Ordinance, except as varied by the zoning relief approved under this Ordinance.
3. Except as to the variations granted by this Ordinance, the proposed signs shall meet the requirements of Section 15 (Signs) of the Maywood Zoning Ordinance.
4. In the event the Village conveys ownership of fee simple title to the Subject Property to the Developer/Applicant, and/or its successor owner(s), the Special Use Permit shall be subject to the applicable provisions of Section 4.4(G) (Revocation of Special Use Permit) of the

Maywood Zoning Ordinance. Any change in the intended use of the Subject Property to a use other than a permitted use listed within the C-2 Pedestrian Oriented Commercial Zoning District or the uses permitted by this Ordinance shall require the Developer/Applicant, and/or its successor owner(s), to petition for an amendment to this Ordinance or for a change in use in accordance with applicable provisions of the Maywood Zoning Ordinance.

**SECTION 4:** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance or regulation of the Village shall be grounds for the immediate rescission by the President and Board of Trustees of the approvals made in this Ordinance.

**SECTION 5:** The sections, terms, provisions and conditions of this Ordinance shall be severable, and if any section, term, provision or condition is found to be invalid or unenforceable for any reason by a court of competent, final jurisdiction, the remaining sections, terms, provisions and conditions shall remain in full force and effect.

**SECTION 6:** This Ordinance shall be in full force and effect from and after its adoption, approval and publication in the manner provided by law.

**SECTION 7:** As part of the closing conducted for the conveyance of the Subject Property, a certified copy of this Ordinance shall be recorded against title to the Subject Property with the Cook County Recorder of Deeds Office ("CCRD") by the Village at the Developer's/Applicant's cost. The Village shall provide the Developer/Applicant with stamped copies of this Ordinance after it is filed with the CCRD.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2020, by the President and Board of Trustees of the Village of Maywood on a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by the Village President on the \_\_\_\_ day of \_\_\_\_\_, 2020, and attested to by the Village Clerk this same day.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

This Ordinance was published by me in pamphlet form on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

**EXHIBIT "A"**

**Legal Description of Subject Property**

**Parcel 1: 212 North 1st Avenue:**

THE NORTH HALF OF LOT 17 AND ALL OF LOT 18 IN BLOCK 201 IN MAYWOOD, A SUBDIVISION IN SECTIONS 2, 11 AND 14, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**Parcel 2: 210 North 1st Avenue:**

THE SOUTH HALF OF LOT 17 AND ALL OF LOT 16 IN BLOCK 201 IN MAYWOOD, A SUBDIVISION IN SECTIONS 2, 11 AND 14, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**Parcel 3: 101 Lake Street:**

LOTS 12, 13, 14 AND 15 (EXCEPT THE WEST 55 FEET THEREOF AND EXCEPT THAT PART TAKEN FOR STREET PURSUANT TO CASE NUMBER 86 L 5787) IN BLOCK 201 IN MAYWOOD, SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**Parcel 4: 107 Lake Street:**

THE WEST 55 FEET OF LOTS 12, 13, 14 AND 15 IN BLOCK 201 IN MAYWOOD, A SUBDIVISION IN SECTION 2, 11 AND 14, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**Parcel 5: 115 Lake Street:**

LOTS 6, 7, 8, 9, 10 AND 11 IN BLOCK 201, IN MAYWOOD, A SUBDIVISION OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 2, THE WEST HALF OF SECTION 11 AND THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**PINs:** 15-11-131-010-0000 through 15-11-131-018-0000, inclusive.

**COMMONLY KNOWN AS:** 210 to 212 North 1st Avenue and 101 to 115 Lake Street, Maywood, Illinois.

**EXHIBIT "B"**

**FINDINGS OF FACT AND RECOMMENDATIONS OF  
THE MAYWOOD PLAN COMMISSION/ZONING BOARD OF APPEALS  
DATED SEPTEMBER 15, 2020**

(incorporated by reference into this Ordinance and  
the original is on file with the Village's Department of Community Development)

**EXHIBIT "C"**

**ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU FACILITY  
AND CERTAIN VARIATIONS WITHIN THE C-2 PEDESTRIAN ORIENTED COMMERCIAL DISTRICT FOR  
THE COMMERCIAL DEVELOPMENT OF THE NORTHWEST CORNER OF 1ST AVENUE AND LAKE STREET**

**(Subject Property: 101 Lake Street, 107 Lake Street and 115 Lake Street,  
and 210 and 212 North 1st Avenue)**

**(Developer/Applicant: Maywood Equity Group, LLC)**

**ACKNOWLEDGMENT BY DEVELOPER/APPLICANT**

I, as authorized managing member of the Developer/Applicant under the Application for Special Use Permit and Variations related to the Subject Property located at 210 North 1st Avenue and 212 North 1st Avenue and 101 Lake Street, 107 Lake Street and 115 Lake Street, Maywood, Illinois, certify that I have read and fully understand each and every term, provision and condition contained in the foregoing Ordinance granting the special use permit and variations relative to construction and operation of two (2) new single-story commercial, retail buildings plus on-site parking stalls, landscape and hardscape improvements, interior parking lot lighting, interior sidewalks and a signature pylon sign electronic reader board (the "Project") at the Subject Property in accordance with the Redevelopment Agreement approved by the Village pursuant to Ordinance No. 2018-58 on December 19, 2018, as specifically set forth above in Section 3 above, and, on behalf of Developer/Applicant, voluntarily accept and agree to be bound by same.

**MAYWOOD EQUITY GROUP, LLC**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Managing Member

Date: \_\_\_\_\_, 2020

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK        )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU FACILITY  
AND CERTAIN VARIATIONS WITHIN THE C-2 PEDESTRIAN ORIENTED COMMERCIAL DISTRICT FOR THE  
COMMERCIAL DEVELOPMENT OF NORTHWEST CORNER OF 1ST AVENUE AND LAKE STREET**

**(Subject Property: 101 Lake Street, 107 Lake Street and 115 Lake Street and  
210 and 212 North 1st Avenue)**

**(Developer/Applicant: Maywood Equity Group, LLC)**

which Ordinance was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the \_\_\_\_ day of \_\_\_\_\_, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the \_\_\_\_ day of \_\_\_\_\_, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Maywood, this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

www.ktjlaw.com

**MEMORANDUM**

**TO: Mayor Edwenna Perkins and Board of Trustees, Village of Maywood**  
**FROM: Michael T. Jurusik**  
**DATE: September 30, 2020**  
**RE: Code Amendment Ordinance for Authorization and Regulation of Home Kitchen Operations**

Per the direction given at the September 15, 2020 Village Board Meeting, I have enclosed a copy of the following document for your review, consideration and action at an upcoming Village Board Meeting:

AN ORDINANCE AMENDING THE MAYWOOD VILLAGE CODE TO ADD SECTION 95.03 (HOME KITCHEN OPERATION) TO CHAPTER 95 (FOOD SERVICE ESTABLISHMENTS) OF TITLE IX (GENERAL REGULATIONS), AND AMEND SECTION 111.10 (FOOD ESTABLISHMENT OPERATORS) TO CHAPTER 111 (GENERAL BUSINESS REGULATIONS) OF TITLE XI (BUSINESS REGULATIONS) TO AUTHORIZE AND REGULATE HOME KITCHEN OPERATIONS

The enclosed Ordinance amends the Maywood Village Code (“MVC”) to allow people to produce or package non-potentially hazardous baked goods in the kitchens of their primary domestic residence for direct retail sale. A summary of the key Code amendments include:

- A Village-issued business license is required for home kitchen operations. See, new Section 95.03(A) of the MVC.
- The home kitchen operations are limited in the types of foods that can be made or produced, how the foods are packaged, and the amount of permissible monthly gross sales. See, new Section 95.03(C) of the MVC.
- The Village’s local health department (i.e., the Cook County Department of Public Health) is authorized to inspect a home kitchen operation in the event of a complaint or disease outbreak. See, new Section 95.03(D) of the MVC.

These licensing and sanitation regulations are based on statutory regulations set forth in the Illinois Food Handling Regulation Enforcement Act, which authorizes units of local government to regulate “home kitchen operations.” See, 410 ILCS 625/3.6(b), a copy of which is enclosed.

The enclosed Code Amendment Ordinance does not authorize the operation of a “cottage food operation”, which are regulated by Section 4 of the Food Handling Regulation Enforcement Act. See, 410 ILCS 625/4. As was discussed in the September 9, 2020 KTJ Memorandum, “cottage food operations” differ from “home kitchen operations” in that the “cottage food operations” allow for the production and sale of “potentially hazardous goods”, which are defined as certain types of cooked and baked foods that are more apt to spoil and require refrigeration.

In the event the attached Ordinance amending the Village Code to allow home kitchen operations is approved, the Village should follow up with minor amendments to the Zoning Code to clarify that home kitchen operations are an authorized home occupation use. Those clarifying amendments will require a public hearing and will not prevent home kitchen operations from commencing in the meantime.

If there are any questions, please contact me.

*Mike*

Enclosures

- cc. Viola Mims, Village Clerk (w/ encls.)
- Willie Norfleet, Jr., Village Manager (w/ encls.)
- Val Talley, Chief of Police (w/ encls.)
- Lanya Satchell, Finance Director (w/ encls.)
- David Myers, Director of Community Development (w/ encls.)
- Angela Smith, Business Development Coordinator (w/ encls.)
- Michael A. Marrs, KTJ (w/ encls.)
- Matthew S. Guerrero, KTJ (w/ encls.)

**The Illinois Food Handling Regulation Enforcement Act  
(410 ILCS 625/3.6)**

**Sec. 3.6: Home kitchen operation.**

(a) For the purpose of this Section, "home kitchen operation" means a person who produces or packages non-potentially hazardous baked goods, as allowed by subsection (a-5), in a kitchen of that person's primary domestic residence for direct sale by the owner or a family member. A home kitchen operation does not include a person who produces or packages non-potentially hazardous baked goods for sale by a religious, charitable, or nonprofit organization for fundraising purposes; the production or packaging of non-potentially hazardous baked goods for these purposes is exempt from the requirements of this Act. The following conditions must be met in order to qualify as a home kitchen operation:

(1) Monthly gross sales do not exceed \$1,000.

(2) The food is a non-potentially hazardous baked good, as described in Section 4 of this Act.

(3) A notice is provided to the purchaser that the product was produced in a home kitchen.

(4) The food package is affixed with a label or other written notice is provided to the purchaser that includes:

(i) the common or usual name of the food product; and

(ii) allergen labeling as specified in federal labeling requirements by the United States Food and

Drug

Administration.

(5) The food is sold directly to the consumer.

(6) The food is stored in the residence where it is produced or packaged.

(a-5) Baked goods, such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants, or a combination of these fruits.

(b) The Department of Public Health or the health department of a unit of local government may inspect a home kitchen operation in the event of a complaint or disease outbreak.

(c) The requirements of this Section apply only to a home kitchen operation located in a municipality, township, or county where the local governing body having the jurisdiction to enforce this Act or the rules adopted under this Act has adopted an ordinance authorizing home kitchen operations.

(Source: P.A. 99-78, eff. 7-20-15; 99-191, eff. 1-1-16; 100-35, eff. 1-1-18.)

**AN ORDINANCE AMENDING THE MAYWOOD VILLAGE CODE TO ADD SECTION 95.03 (HOME KITCHEN OPERATION) TO CHAPTER 95 (FOOD SERVICE ESTABLISHMENTS) OF TITLE IX (GENERAL REGULATIONS), AND AMEND SECTION 111.10 (FOOD ESTABLISHMENT OPERATORS) TO CHAPTER 111 (GENERAL BUSINESS REGULATIONS) OF TITLE XI (BUSINESS REGULATIONS) TO AUTHORIZE AND REGULATE HOME KITCHEN OPERATIONS**

**WHEREAS**, the Village of Maywood (the "Village") is a home rule municipality, having all of the powers and authority granted to such municipalities pursuant to Article VII, Section 6 of the Illinois Constitution of 1970, and the applicable provisions of the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*, to adopt ordinances pertaining to the public health, safety and welfare, and to exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, Section 3.6 of the Illinois Food Handling Regulation Enforcement Act ("Act"), entitled "Home Kitchen Operation," expressly grants municipalities the authority to enforce the section of the Act or the rules adopted under the section of the Act (410 ILCS 625/3.6(c)), provided that the local governing body has adopted an ordinance authorizing home kitchen operations; and

**WHEREAS**, pursuant to the Act, the President and Board of Trustees of the Village desire to make certain amendments to the Code of Ordinances of the Village of Maywood ("Maywood Village Code" or "MVC") to authorize and regulate home kitchen operations, subject to compliance by such home kitchens with certain specified conditions set forth below in this Ordinance (the "Code Amendments"); and

**WHEREAS**, pursuant to the authority granted by the above-cited statutes, including the applicable provisions of the Illinois Food Handling Regulation Enforcement Act (410 ILCS 625/3.6), the President and Board of Trustees of the Village find that it is in the best interests of the health, safety and welfare of the Village, its residents, property owners, business owners and the public to approve the Code Amendments as set forth below in this Ordinance.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** Each Whereas paragraph set forth above is incorporated by reference into this Section 1.

**SECTION 2:** Title IX (General Regulations), Chapter 95 (Food Service Establishments) of the Maywood Village Code is amended by adding a new Section 95.03, entitled "Home Kitchen Operation," which shall read in its entirety as follows (see underlined text):

**"§ 95.03: HOME KITCHEN OPERATION.**

Home kitchen operations are authorized in the Village, subject to the following requirements:

- (A) Home kitchen operations shall obtain and maintain a Village-issued business license pursuant to Title XI (Business Regulations), Chapter 110 (Business Licenses), Section 110.01 (Licenses Required) of the Village Code.
- (B) Home kitchen operations shall submit a written disclosure to the Village yearly, on or before each May 1, including a Federal Employer Identification Number, a copy of a current Food Protection Manager Certification from the Illinois Department of Public Health and such other information and materials as the Health Officer may require.
- (C) Home kitchen operations shall comply with the following requirements:
  - (1) Packaging or production shall be limited to non-potentially hazardous baked goods, as defined in 410 ILCS 625/4(a), as amended from time to time, which shall occur in a kitchen of a primary domestic residence for direct sale by the owner or a family member.
  - (2) Non-potentially hazardous baked goods include goods such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants, or a combination of these fruits.
  - (3) Monthly gross sales shall not exceed one thousand dollars.
  - (4) A notice shall be provided to the purchaser that the product was produced in a home kitchen.
  - (5) The food package shall be affixed with a label or other written notice provided to the purchaser that includes:
    - a. The common or usual name of the food product; and
    - b. Allergen labeling as specified in federal labeling requirements by the United States Food and Drug Administration.
  - (6) The food shall be sold directly to the consumer.
  - (7) The food shall be stored in the residence where it is produced or packaged.
  - (8) A Food Protection Manager Certification from the Illinois Department of Public Health shall be maintained.
  - (9) Additional requirements, if any, from 410 ILCS 625/3.6, as amended from time to time.
- (D) Upon receipt of a complaint regarding a home kitchen operation, the Health Officer shall make or cause to have made an inspection of a home kitchen operation. Other inspections, surveys, investigations and studies of home kitchen operations shall be performed by the Health Officer as may be necessary to determine that home kitchen operations are constructed, operated and maintained in compliance with the standards and requirements set forth herein.
- (E) Section 12 (On-Site Development Standards), Subsection 12.4 (Accessory Structures and Uses), Subsection F (Home Occupations) of the Maywood Village Zoning Code applies to home kitchen operations."

**SECTION 3:** The definition of "FOOD SERVICE ESTABLISHMENT" as set forth in Title XI (Business Regulations), Chapter 111 (General Business Regulations), Section 111.10 (Food Establishment Operators) of the Maywood Village Code is amended as follows (see underlined text):

"FOOD SERVICE ESTABLISHMENT. Any place where food that is intended for individual service and consumption is routinely provided completely prepared. The term includes

any such place, regardless of whether consumption is in, on, or off the premises, and regardless of whether there is a charge for the food. The term does not include a private home where food is prepared for individual family consumption, and it does not include the location of food vending machines. Home kitchen operations, as defined in Title IX (General Regulations), Chapter 95 (Food Service Establishments), Section 95.03 (Home Kitchen Operation) of the Village Code are excluded from this definition of food service establishment."

**SECTION 4:** To the extent necessary, all tables of contents, indexes, headings, and internal references or cross-references to sections that need to be amended or deleted within the Maywood Code of Ordinances, as amended, as a consequence of the above Code Amendments, shall be amended by the Village's codifier so as to be consistent with the terms of this Ordinance.

**SECTION 5:** All ordinances, or parts of ordinances, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.

**SECTION 6:** Each section, paragraph, clause and provision of this Ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 7:** Except as to the Code amendments set forth above in this Ordinance, all Chapters and Sections of the Maywood Village Code, as amended, shall remain in full force and effect.

**SECTION 8:** This Ordinance shall be in full force and effect from and after its adoption, approval and publication in the manner provided by law.

**ADOPTED** this \_\_ day of October, 2020 pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me as Village President, and attested by the Village Clerk, on the \_\_ day of October, 2020.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

This Ordinance was published by me in pamphlet form on the \_\_ day of October, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, certify that the attached document is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE MAYWOOD VILLAGE CODE TO ADD SECTION 95.03 (HOME KITCHEN OPERATION) TO CHAPTER 95 (FOOD SERVICE ESTABLISHMENTS) OF TITLE IX (GENERAL REGULATIONS), AND AMEND SECTION 111.10 (FOOD ESTABLISHMENT OPERATORS) TO CHAPTER 111 (GENERAL BUSINESS REGULATIONS) OF TITLE XI (BUSINESS REGULATIONS) TO AUTHORIZE AND REGULATE HOME KITCHEN OPERATIONS**

which Ordinance was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the \_\_ day of October, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the \_\_ day of October, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Village of Maywood, this \_\_ day of October, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

mamarrs@ktjlaw.com  
DD 312-984-6419

www.ktjlaw.com

**MEMORANDUM**

**TO: Mayor Edwenna Perkins and Board of Trustees, Village of Maywood**  
**FROM: Michael A. Marrs**  
**DATE: September 30, 2020**  
**RE: Approval of an Electronic Billboard at 1600 S. 10<sup>th</sup> Avenue (North Side of Harrison Street At Approximately 12th Avenue) and Approval And Execution of an Electronic Billboard Sign Agreement regarding same**

I have enclosed the following documents for your review, consideration and action at the October 6, 2020 Regular Village Board Meeting:

1. A RESOLUTION APPROVING AN APPLICATION FOR AN ELECTRONIC BILLBOARD AT 1600 SOUTH 10TH AVENUE (NORTH SIDE OF HARRISON STREET AT APPROXIMATELY 12TH AVENUE) AND APPROVAL AND EXECUTION OF AN ELECTRONIC BILLBOARD SIGN AGREEMENT BY AND BETWEEN THE VILLAGE OF MAYWOOD AND FHE, LLC.
2. Redlined and Clean versions of an Electronic Billboard Sign Agreement by and Between the Village of Maywood and FHE, LLC (clean version is Exhibit "A" to the above Resolution).
3. A Summary dated January 20, 2020 regarding LED Billboard Sign Brightness & Capabilities from Watchfire.

On September 15, 2020, the Village Board of Trustees held a public hearing regarding the request of Applicant FHE, LLC for the erection of an electronic billboard sign (the "Electronic Billboard") at 1600 South 10<sup>th</sup> Avenue (North Side of Harrison Street at Approximately 12<sup>th</sup> Avenue) (the "Property"). Following the public hearing, the Board recommended approval of the erection of the Electronic Billboard and of entering into a sign agreement (the "Sign Agreement") relative to the billboard with FHE, LLC ("FHE") on a vote of six (6) in favor and zero (0) opposed, subject to certain conditions. At the Special Meeting following the Public Hearing, the Board approved the recommendation and directed Village staff and KTJ to prepare the necessary approval documents.

The attached Resolution approves the erection of the Electronic Billboard and approval and execution of the Sign Agreement, as directed by the Board of Trustees.

The Board, as part of its approval, attached certain conditions to the approval which have been incorporated into the Sign Agreement. The redlined Sign Agreement attached shows changes made as a result of the Board's recommendation. The clean version, also attached, accepts those changes and is for execution by the Parties following Board approval. Those changes include more specificity regarding landscape maintenance obligations, requiring of baffles or similar technology on the Electronic Billboard

to aid in the prevention of light impacts on neighbors, a requirements that the Electronic Billboard will have reduced lighting levels at night, and a requirement that FHE reconcile its State of incorporation as stated in the Agreement and its lease with SD 89 prior to issuance of a building permit. The Sign Agreement as revised, as well as the approving Resolution, also specify that the approvals given will terminate upon the earlier of the end of FHE's lease with SD 89 or the cessation of use of the Electronic Billboard for a period of more than thirty (30) days.

In addition, the Sign Agreement also incorporates the Board's decision to utilize the \$25,000 Impact Fee provided by FHE for reimbursing Village residents for actual light shielding/mitigating improvements to a bedroom or living room or dining room where such rooms face the Billboard. The procedure for obtaining reimbursements is set forth in the Sign Agreement. Residents will have one year to make eligible expenditures and seek reimbursement from Village. Utilizing the light study provided by FHE, we have listed in the Sign Agreement the fifty (50) homes that would be eligible for reimbursement. We set the maximum reimbursement for each home in the Sign Agreement at \$500 (\$500 x 50 homes = \$25,000), but should the Board desire to utilize a different maximum reimbursement amount, it should specify that number as part of its motion to approve the Resolution/Sign Agreement. Any amounts of the Impact Fee not utilized to reimburse residents for eligible expenditures will be able to be used by the Village as general funds after a year.

Finally, FHE has submitted a Summary dated January 20, 2020 (the "Summary") regarding LED Billboard Sign Brightness & Capabilities from Watchfire, maker of the Electronic Billboard, which addresses the Board's concern that the Electronic Billboard dim at night. The Summary specifies that billboards manufactured by Watchfire are pre-set to not exceed 7,500 NITS during daytime operation, and decrease to 300 NITS during nighttime operation. Those factory settings cannot be brightened outside the factory by the purchaser of a billboard. The Summary also addresses automatic dimming capability, hold time and transition settings.

If there are any questions, please contact me



Enclosures

cc: Viola Mims, Village Clerk (w/ encls.)  
Willie Norfleet, Jr., Village Manager (w/ encls.)  
David Myers, Director of Community Development (w/encls.)  
Lanya Satchell, Finance Director (w/ encls.)  
Michael T. Jurusik, Village Attorney (w/encls.)



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING AN APPLICATION FOR AN ELECTRONIC BILLBOARD AT 1600 SOUTH 10<sup>TH</sup> AVENUE (NORTH SIDE OF HARRISON STREET AT APPROXIMATELY 12<sup>TH</sup> AVENUE) AND APPROVAL AND EXECUTION OF AN ELECTRONIC BILLBOARD SIGN AGREEMENT BY AND BETWEEN THE VILLAGE OF MAYWOOD AND FHE, LLC**

**WHEREAS**, FHE, LLC (“FHE”) has submitted a request to the Village of Maywood (“Village”) pursuant to Section 153.04 (Regulations Applicable To Electronic Billboards) of the Maywood Village Code, to erect an electronic billboard on property commonly known as 1600 South 10<sup>th</sup> Avenue, at a location more specifically described as the north side of Harrison Street at approximately 12<sup>th</sup> Avenue) (the “Subject Property”). The Subject Property is owned by School District Number 89 (“SD 89”) and FHE has entered into a lease with SD 89 for the erection and operation of the Electronic Billboard on the Subject Property (the “Lease”); and

**WHEREAS**, FHE has also proposed that it and the Village enter into an “Electronic Billboard Sign Agreement by and between the Village of Maywood and FHE, LLC” (the “Sign Agreement”), a copy of which is attached hereto as Exhibit “A” and made a part hereof.

**WHEREAS**, on September 15, 2020, the Village President and Board of Trustees, pursuant to Section 153.04 (Regulations Applicable To Electronic Billboards) of the Maywood Village Code, held a public hearing on the request of FHE for the erection of an electronic billboard on the Subject Property; and

**WHEREAS**, having considered the application and the evidence presented at the public hearing, the Village President and Board of Trustees find and determine that approval of the request to erect an electronic billboard on the Subject Property as presented, subject to certain conditions as set forth below, and approval and execution of the Sign Agreement, with certain changes as directed by the Village Board, are in the best interests of the Village and in furtherance of the general public health, safety and welfare.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** The Village President and Board of Trustees of the Village approve the request of FHE, LLC for erection of an electronic billboard on the Subject Property commonly known as 1600 South 10<sup>th</sup> Avenue, Maywood, Illinois, and at a location more specifically described as the north side of Harrison Street at approximately 12<sup>th</sup> Avenue, subject to the following conditions:

1. The Electronic Billboard that will be erected and maintained on the Subject Property by FHE shall contain light shielding baffles or similar design technology to aid in preventing light from impacting nearby residents; and
2. FHE shall ensure that the Electronic Billboard is equipped with an automated timer or controller that allows the brightness of the Electronic Billboard to be decreased during nighttime hours and FHE shall ensure that the brightness of the Electronic Billboard is significantly decreased during nighttime hours; and
3. Prior to the issuance of a Village building permit, FHE shall reconcile discrepancies between its lease with SD 89, which indicates FHE is an Illinois corporation, and the Sign

Agreement and documents provided to the Village by FHE, which indicates it is a Michigan-based limited liability company.

**SECTION 2:** The Village President and Board of Trustees further approve the Sign Agreement attached hereto as **Exhibit "A"**, incorporating certain conditions and changes as directed by the Village Board, and authorize and direct the Village President, or her designee, to execute the Sign Agreement as revised and all other instruments and documents necessary to fulfill the Village's obligations under the Agreement. The Village's Community Development Department may issue a building permit upon confirmation that all pre-conditions to such issuance set forth in this Resolution and the Sign Agreement have been met.

**SECTION 3:** The Village authorization and approvals to operate the Electronic Billboard shall only be in effect and exist for as long as the term of FHE's Lease with SD 89 remains in effect, or cessation of the operation of the Electronic Billboard for a period of sixty (60) consecutive calendar days following commencement of its operation for a period of thirty (30) consecutive calendar days, excluding any time period that the Electronic Billboard is not operating due to replacement, repair and maintenance work, whichever is earlier. All Village approvals and authorization to operate the Electronic Billboard shall expire on the same date and time that the Lease terminates or upon cessation of the operation of the Electronic Billboard for a period of thirty (30) consecutive calendar days, excluding any time period that the Electronic Billboard is not operating due to replacement, repair and maintenance work.

**ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2020, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** this \_\_\_ day of \_\_\_\_\_, 2020, by the Village President of the Village of Maywood, and attested by the Village Clerk, on the same day.

\_\_\_\_\_  
Edwenna Perkins, Village President

**ATTEST:**

\_\_\_\_\_  
Viola Mims, Village Clerk

Date: \_\_\_\_\_

**EXHIBIT "A"**

**ELECTRONIC BILLBOARD SIGN AGREEMENT  
BY AND BETWEEN  
THE VILLAGE OF MAYWOOD AND FHE, LLC**

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK     )

**CLERK'S CERTIFICATE**

I, Viola Mims, Clerk of the Village of Maywood, in the County of Cook and State of Illinois, do hereby certify that the annexed and foregoing is a true and correct copy of that certain Resolution now on file in my Office, entitled:

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AN APPLICATION FOR AN ELECTRONIC BILLBOARD AT 1600 SOUTH 10<sup>TH</sup> AVENUE (NORTH SIDE OF HARRISON STREET AT APPROXIMATELY 12<sup>TH</sup> AVENUE) AND APPROVAL AND EXECUTION OF AN ELECTRONIC BILLBOARD SIGN AGREEMENT BY AND BETWEEN THE VILLAGE OF MAYWOOD AND FHE, LLC**

which Resolution was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Special Village Board Meeting on the \_\_\_ day of \_\_\_\_\_, 2020, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the \_\_\_ day of \_\_\_\_\_, 2020.

I further certify that the vote on the question of the passage of said Resolution by the Board of Trustees of the Village of Maywood was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Maywood, and that the result of said vote was as follows, to-wit:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Village of Maywood, this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Viola Mims, Village Clerk

[SEAL]



**Electronic Billboard Sign Agreement  
By and Between  
the Village of Maywood and FHE, LLC**

This Electronic Billboard Sign Agreement ("Sign Agreement") is dated \_\_\_\_\_, 2020 and entered into between Village of Maywood, an Illinois municipal corporation (Village) and FHE, LLC, (FHE) a Michigan limited liability company, for purposes of regulating the impacts related to, access to, installation, replacement, maintenance and operation of an electronic billboard (the "Billboard") on a portion of the real estate commonly known as north-side of Harrison Street between 10th and 13th Avenues in the Village of Maywood, County of Cook, Illinois (the "Subject Property") at the location designated in the attached Location Map, which is marked as **Exhibit "A"** and made a part hereof ("Billboard Location").

School District 89 is the fee simple owner of the Billboard Location. FHE has entered into a lease agreement with School District 89 for the installation, maintenance and operation of the Billboard at the Billboard Location. FHE desires to enter into this Sign Agreement with the Village for purposes of installing, maintaining, operating, improving, supplementing, posting, painting, illuminating, repairing, repositioning and/or removing outdoor advertising signs and related equipment, including without limitation, fixture connections, electrical supply and connections, panels, signs, copy and any equipment and accessories as may be installed on, placed on or affixed to the Billboard or the Subject Property (collectively the "Structures").

1. This Sign Agreement includes all necessary rights of ingress and egress to access the Structures, to the extent such ingress and egress is controlled by the Village.
2. Prior to the issuance of a Village building permit(s) for installation of the Billboard, including any of the Structures, from the Village's Building Department, FHE shall deposit an amount equal to Twenty Five Thousand and No/100 Dollars (\$25,000.00) as a one-time "Installment/Impact Fee" into a non-interest bearing escrow account with Village attorneys Klein, Thorpe and Jenkins, Ltd. ("Escrowee"). Upon completion of the installation of the Billboard and its related Structures in accordance with all applicable Village codes, ordinances and regulations, as determined and confirmed in writing by the Village's Code Enforcement Department with the issuance of certificate of compliance, the Escrowee shall release to the Village the full amount of the escrowed Installment/Impact Fee funds. In the event either the Village President and Board of Trustees, School District 89, or the Illinois Department of Transportation does not approve the Billboard, or if no building permit is issued by the Village within six (6) months of the deposit of the Installment/Impact Fee funds with the Escrowee, or for any other reason prior to issuance of a final certificate of compliance by the Village, the FHE may submit a written notification to the Escrowee and the Village Manager stating that it is terminating its efforts to install the Billboard and/or that it withdraws its application for the Billboard, and may request release of the escrowed Installment/Impact Fee funds back to it. Upon receipt of such written notice, the Escrowee shall promptly return the escrowed Installment/Impact Fee funds to FHE, and all rights of FHE to erect the proposed Billboard at the Billboard Location shall terminate.

The Installment/Impact Fee shall be used by Village to reimburse certain Village residents for actual light shielding / mitigating improvements to a bedroom(s) or a living room or

dining room made and paid for by the Village residents within or adjacent to the light radius shown on the WatchFire Light Report provided by FHE in support of its request where the bedroom(s) or living room or dining room faces the Billboard. Specific homes identified as eligible BASED on a Light Study performed by Watchfire and provided by FHE as part of its application materials include:

- 15 homes on 10th Avenue immediately north of Harrison Street (north of I-290);
- 15 homes on 13th Avenue immediately north of Harrison Street (north of I-290);
- 5 homes on 10th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 11th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 12th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 13th Avenue immediately south of Bataan Drive (south of I-290); and

The reimbursement is only for proof of actual purchase and installation of: (1) window tinting or (2) window blinds or (3) light-blocking curtains within bedrooms or living rooms or dining rooms for any residence within or adjacent to the light radius impacted by the Billboard light. The maximum amount of reimbursement per eligible residence under this subsection is \$500.00. Residents shall have a one (1) year period from the commencement of the operation of the Billboard to request the reimbursement. The reimbursement request shall be made in writing, directed to the Village Manager and shall include copies of invoice(s) and proof of payment and proof of installation of the window tinting or window blinds or light-blocking curtains. After the one (1) year period, the balance of the Village Installment/Impact Fees shall be used by the Village for any other lawful municipal purposes. **FHE shall provide the Village Manager with written notice of the date and time that the Billboard commences operation.**

3. Issuance of a building permit for the Billboard pursuant to this Sign Agreement and direction from and approval by the Village President and Board of Trustees is authorized only upon confirmation by the Village that the Billboard will comply with all Village Codes and regulations, and of ongoing compliance by FHE with all terms and conditions set forth herein.
4. Prior to commencement of operation of the Billboard, FHE will install and maintain, in good condition and free from litter and other debris, an aesthetically pleasing circular brick paver planter or other landscaping approved by the Village Manager surrounding the Billboard's column pipe at its base. Landscape installation and annual maintenance of such landscaping is an on-going obligation of FHE. Any failure to perform annual landscape maintenance or to correct landscaping maintenance deficiencies following notice from the Village shall be deemed a default under the terms of this Sign Agreement.
5. FHE shall be responsible for and shall maintain the Billboard and its related Structures, including advertising copy, in a safe, clean and orderly condition. FHE shall not allow any graffiti to remain on the Billboard or related Structures. Any failure to correct maintenance deficiencies shall be deemed a default under the terms of this Sign Agreement.
6. Except as otherwise provided in the lease between the FHE and School District 89, FHE shall pay all real property taxes, all insurance premiums, electric, utility and other bills or liens incurred as a result of FHE's use of the Billboard Location during the term of this Sign

Agreement. FHE shall also pay School District 89, both before and after erection of the Billboard, all funds it owes the School District pursuant to their separate lease.

7. FHE shall obtain the approval of the Illinois Department of Transportation for the Billboard, keep in good standing with School District 89 and the terms of its lease with School District 89 for the Billboard Location, and shall comply with all laws, regulations and ordinances applicable to installing, maintaining, operating, improving, supplementing, posting, painting, illuminating, repairing, repositioning and/or removing outdoor advertising signs and related equipment, including without limitation, fixture connections, electrical supply and connections, panels, signs, copy and any equipment and accessories pertaining to the Billboard or its related Structures, the Subject Property and FHE's use of the Subject Property.
8. No distilled spirit advertisements, gentlemen's clubs or morally objectionable advertising copy or picture(s) shall be displayed on the Billboard. FHE agrees to comply with any notice from the Village that objects to prohibited content posted on the Billboard or any morally objectionable advertising copy or picture(s) and shall immediately cease displaying such copy or picture(s) on the Billboard.
9. FHE shall periodically and upon request, at no cost to the Village, provide community event and public service announcement advertising for the Village of Maywood on the Billboard and post amber alerts on the Billboard.
10. As directed by the Village Board of Trustees as conditions of approval of the Billboard at the September 15, 2020 public hearing, FHE shall:
  - A. Erect and maintain the Billboard on the Subject Property that contains light shielding baffles or other similar design technology to the Billboard, at FHE's sole cost and expense, to aid in preventing light from impacting nearby residents; and
  - B. Ensure that the Billboard is equipped with an automated timer or controller that allows the brightness of the Electronic Billboard to be decreased during nighttime hours and FHE shall ensure that the brightness of the Billboard is significantly decreased during nighttime hours; and
  - C. Prior to the issuance of a Village building permit, reconcile discrepancies between its lease with SD 89, which indicates FHE is an Illinois corporation, and this Sign Agreement and documents provided to the Village by FHE, which indicates it is a Michigan-based limited liability company.
11. FHE shall defend, indemnify and hold harmless the Village and its officers, current/past/future appointed and elected officials, President and Board of Trustees, employees, volunteers, attorneys, engineers and agents (the "Village Affiliates") from and against any and all causes of action, lawsuits, liabilities, obligations, claims, damages, penalties, attorney's fees, litigation costs and expenses of any kind brought by or awarded to any person, including but not limited to nuisance, personal injuries, illness, death or copyright, trademark, service mark or other intellectual property rights, arising from or related to the installation, maintenance and operation of the Billboard and its related Structures, the condition of the Subject Property or the acts or omissions of FHE and its employees, contractors, advertising partners, agents or licensees.

12. This Sign Agreement is binding upon the heirs, assigns and successors of both Village and FHE. In the event of any change of ownership of the Subject Property or of the Billboard, FHE agrees to notify the Village promptly of such change.
13. Any notice to any party under this Sign Agreement shall be in writing by overnight delivery service, or by certified mail, directed to the address specified immediately below the signature lines of this Agreement, and shall be effective, if by overnight delivery service, on the date after placed with the overnight delivery service, or if by certified mail, two days after mailing. Notice to the Escrowee shall be directed to Klein, Thorpe and Jenkins, Ltd., Attn: Michael Jurusik, 20 North Wacker Drive, Suite 1660, Chicago, Illinois 60606.
14. If lawsuit is brought by any party to this Sign Agreement because the other party breached this Sign Agreement, the prevailing party shall be entitled to reimbursement for reasonable attorneys' fees and all related costs and expenses.
15. Neither Village nor FHE shall be bound by any terms, conditions or oral representations that are not set forth in this Sign Agreement or a Resolution of the Village President and Board of Trustees of the Village approving the Billboard. This Sign Agreement and approving Resolution represent the entire agreement of Village and FHE with respect to the Billboard and related Structures and their installation and operation at the Billboard Location.
16. The term of this Sign Agreement and authorization for erection of the Billboard by the Village Board runs concurrently with the term of the lease between FHE and SD 89, and this Agreement and Village approvals for the Billboard shall only exist for as long as the term of FHE's lease with SD 89, or cessation of operation of the Billboard for a period of sixty (60) consecutive calendar days following commencement of the operation for a period of thirty (30) consecutive calendar days, excluding any time period that the Billboard is not operating due to replacement, repair and maintenance work, whichever is earlier. If the lease terminates or expires, this Sign Agreement and Village authorizations shall terminate and expire and any re-issuance of the Permit will require compliance with state law and Village code provisions regulating billboards, including another public hearing, another impact fee and another Electronic Billboard Sign Agreement. Upon termination, or cessation of operation of the Billboard, as provided for above, FHE, at its sole cost and expense, shall remove the Billboard and related Structures from the Billboard Location within thirty (30) calendar days. Upon termination, the defense, indemnification and hold harmless obligations of Section 10 above shall remain in effect for two (2) calendar years after the date of lease termination or removal of the Billboard.
17. During the term of this Agreement, FHE agrees to maintain the below insurance coverages and shall have the Village and the Village Affiliates expressly named as additional insureds on its insurance policies, in its endorsements and on its certificates covering its defense, indemnification and hold harmless obligations set forth in Section 10 above. FHE shall provide the following types of insurance, written on the comprehensive form and as an "occurrence" policy, in not less than the following amounts:
  - a. Comprehensive General Liability – \$1,000,000 per occurrence and \$2,000,000 in the aggregate

- b. Umbrella Coverage – \$3,000,000
- c. Property Damage – \$500,000 per occurrence
- d. Workers’ Compensation – Statutory
- e. Surety Bond for removal of Billboard - \$200,000

FHE shall furnish certificates of insurance, with premiums paid in full, prior to the effective date of this Sign Agreement, copies of which are incorporated herein and attached hereto as **Exhibit “B”** and made a part hereof. FHE’s policy or policies of insurance shall specifically recognize and cover FHE’s indemnification obligations under this Agreement, and shall contain cross-liability endorsements. FHE’s insurance coverages shall be primary to the Village’s own insurance coverages, and any provision of any contract of insurance or other risk protection benefit or self-insurance policy purchased or in effect or enacted by the Village and any other insurance or benefit of the Village shall be in excess of FHE’s insurance coverages. All certificate(s) of insurance shall contain the following endorsement: “Should any of the above-described policies be canceled before the expiration date thereof, the issuing company shall serve thirty (30) calendar days prior written notice to the Village.” In the event of the cancellation of any insurance policy required herein, or upon FHE’s failure to procure said insurance, the Village shall have the right to immediately terminate this Sign Agreement.

- 18. The Parties agree that for purposes of any lawsuit(s) between them concerning the subject matter of this Sign Agreement, and all questions of construction, interpretation, enforcement hereof, that all such controversies shall be governed by the statutory and common law of the State of Illinois; venue shall be in the Circuit Court of Cook County, Illinois and the Parties consent to the jurisdiction of said Court for any such proceedings or action.
- 19. Wherever possible each provision of this Sign Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Sign Agreement shall be prohibited by or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Sign Agreement.
- 20. Compliance With Laws. The Parties to this Agreement shall comply with all applicable federal, State and local laws, rules and regulations in carrying out the terms and conditions of this Sign Agreement, including the following:
  - a. Certification. FHE and its owners, members, officers, employees and agents certify that they are not barred from entering into this Sign Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or 5/33E-6 (interference with contract submission and award by public official) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act) or as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue or any fee required by any unit of local government or the State, unless the party is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax or the fee, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.* FHE and its officers, corporate authorities, employees and agents further certify by signing this Sign Agreement that FHE and its owners, members, officers, employees and agents have not been convicted of, or are not barred for attempting to, rig bids, price-fixing or attempting to fix prices as

defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Nor has FHE or its owners, members, officers, employees and agents made admission of guilt of such conduct which is a matter of record, nor has any such person been so convicted nor made such an admission.

- b. Non-Discrimination. FHE and its owners, members, officers, employees and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations. FHE maintains a written Sexual Harassment Policy in compliance with Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4)). FHE certifies that it is an "Equal Opportunity Employer" as defined by federal and State laws and regulations, and agrees to comply with the Illinois Department of Human Rights ("IDHR") Equal Opportunity Employment clause as required by the IDHR's Regulations (44 Ill. Adm. Code, Part 750, Appendix A). As required by Illinois law and IDHR Regulation, the Equal Opportunity Employment clause is incorporated by reference in its entirety as though fully set forth herein. FHE certifies that it agrees to comply with Prohibition of Segregated Facilities clause, which is incorporated by reference in its entirety as though fully set forth herein. See, Illinois Human Rights Act (775 ILCS 5/2-105). See also, Illinois Department of Human Rights Rules and Regulations, Title 44, Part 750. Administrative Code, Title 44: Government Contracts, Procurement and Property Management, Subtitle B: Supplemental Procurement Rules, Chapter X: Department of Human Rights, Part 750: Procedures Applicable to All Agencies, Section 750.160: Segregated Facilities (44 Ill. Adm. Code 750.160).
  - c. Illinois Freedom of Information Act. The definition of a public record in the Freedom of Information Act (5 ILCS 140/1 *et seq.*) ("FOIA") includes a "public record that is not in the possession of a public body but is in the possession of a party with whom the agency has contracted to perform a governmental function on behalf of the public body and that directly relates to the governmental function and is not otherwise exempt under this Act." (5 ILCS 140/7(2)). Consequently, FHE and its owners, members, officers, employees and agents must maintain and make available to the Village, upon request, their records relating to the performance of this Sign Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 *et seq.*) and the FOIA.
21. The Village, in its discretion and at FHE's cost, shall record a fully executed certified copy of this Sign Agreement against title to the Subject Property by filing it with the Cook County Recorder of Deeds ("CCRD"). After filing the Sign Agreement, the Village will send copies of the CCRD file-stamped Sign Agreement to SD 89 and FHE.

**[The remainder of this page intentionally left blank]**

**FHE, LLC**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Authorized Member

Address:  
FHE, LLC  
9870 Greenwood Avenue  
Attn: Jim Parrilli, Registered Agent  
Union Pier, Michigan 49129  
Phone: 269-469-5014

**VILLAGE OF MAYWOOD**

By: \_\_\_\_\_  
Edwenna Perkins  
Village President

Address:  
Village of Maywood  
40 E. Madison Street  
Attn: Village Manager  
Maywood, Illinois 60153  
Phone: 708- 450-4050

**Exhibit "A"**

**Location Map for the Billboard  
Located at north-side of Harrison Street  
between 10th and 13th Avenues, Maywood, Illinois**

(attached)

**Exhibit "B"**

**FHE Insurance Certificate(s)**

(attached)



**Electronic Billboard Sign Agreement  
By and Between the Village of Maywood and FHE, LLC**

This Electronic Billboard Sign Agreement ("Sign Agreement") is dated \_\_\_\_\_, 2020 and entered into between Village of Maywood, an Illinois municipal corporation (Village) and FHE, LLC, (FHE) a Michigan limited liability company, for purposes of regulating the impacts related to, access to, installation, replacement, maintenance and operation of an electronic billboard (the "Billboard") on a portion of the real estate commonly known as north-side of Harrison Street between 10th and 13th Avenues in the Village of Maywood, County of Cook, Illinois (the "Subject Property") at the location designated in the attached Location Map, which is marked as Exhibit "A" and made a part hereof ("Billboard Location").

School District 89 is the fee simple owner of the Billboard Location. FHE has entered into a lease agreement with School District 89 for the installation, replacement, maintenance and operation of the Billboard at the Billboard Location. FHE desires to enter into this Sign Agreement with the Village for purposes of installing, maintaining, operating, improving, supplementing, posting, painting, illuminating, repairing, repositioning and/or removing outdoor advertising signs and related equipment, including without limitation, fixture connections, electrical supply and connections, panels, signs, copy and any equipment and accessories as may be installed on, placed on or affixed to the Billboard or the Subject Property (collectively the "Structures").

1. This Sign Agreement includes all necessary rights of ingress and egress to access the Structures, to the extent such ingress and egress is controlled by the Village.
2. Prior to the issuance of a Village building permit(s) for installation of the Billboard, including any of the Structures, from the Village's Building Department, FHE shall deposit an amount equal to Twenty Five Thousand and No/100 Dollars (\$25,000.00) as a one-time "Installment/Impact Fee" into a non-interest bearing escrow account with Village attorneys Klein, Thorpe and Jenkins, Ltd. ("Escrowee"). Upon completion of the installation of the Billboard and its related Structures in accordance with all applicable Village codes, ordinances and regulations, as determined and confirmed in writing by the Village's Code Enforcement Department with the issuance of certificate of compliance, the Escrowee shall release to the Village the full amount of the escrowed Installment/Impact Fee funds. In the event either the Village President and Board of Trustees, School District 89, or the Illinois Department of Transportation does not approve the Billboard, or if no building permit is issued by the Village within six (6) months of the deposit of the Installment/Impact Fee funds with the Escrowee, or for any other reason prior to issuance of a final certificate of compliance by the Village, the FHE may submit a written notification to the Escrowee and the Village Manager stating that it is terminating its efforts to install the Billboard and/or that it withdraws its application for the Billboard, and may request release of the escrowed Installment/Impact Fee funds back to it. Upon receipt of such written notice, the Escrowee shall promptly return the escrowed Installment/Impact Fee funds to FHE, and all rights of FHE to erect the proposed Billboard at the Billboard Location shall terminate.

The Installment/Impact Fee shall be used by Village to reimburse certain Village residents for actual light shielding / mitigating improvements to a bedroom(s) or a living room or

dining room made and paid for by the Village residents within or adjacent to the light radius shown on the WatchFire Light Report provided by FHE in support of its request where the bedroom(s) or living room or dining room faces the Bbillboard. Specific homes identified as eligible BASED on a Light Study performed by Watchfire and provided by FHE as part of its application materials include:

- 15 homes on 10th Avenue immediately north of Harrison Street (north of I-290);
- 15 homes on 13th Avenue immediately north of Harrison Street (north of I-290);
- 5 homes on 10th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 11th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 12th Avenue immediately south of Bataan Drive (south of I-290);
- 5 homes on 13th Avenue immediately south of Bataan Drive (south of I-290); and

The reimbursement is only for proof of actual purchase and installation of: (1) window tinting or (2) window blinds or (3) light-blocking curtains within~~for~~ bedrooms or living rooms or dining rooms for any residence within or adjacent to the light radius impacted by the Billboard light. The maximum amount of reimbursement per eligible residence under this subsection is \$500.00. Residents shall have a one (1) year period from the commencement of the operation of the Billboard to request the reimbursement allocation. The reimbursement request shall be made in writing, directed to the Village Manager and shall include copies of invoice(s) and proof of payment and proof of installation of the window tinting or window blinds or light-blocking curtains. After the one (1) year period, the balance of the Village Installation/Impact Fees shall be used by the Village for any other lawful municipal purposes. FHE shall provide the Village Manager with written notice of the date and time that the Billboard commences operation.

3. Issuance of a building permit for the Billboard pursuant to this Sign Agreement and direction from and approval by the Village President and Board of Trustees is authorized only upon confirmation by the Village that the Billboard will comply with all Village Codes and regulations, and of ongoing compliance by FHE with all terms and conditions set forth herein.
4. Prior to commencement of operation of the Billboard, FHE will install and maintain, in good condition and free from litter and other debris, an aesthetically pleasing circular brick paver planter or other landscaping approved by the Village Manager surrounding the Billboard's column pipe at its base. Landscape installation and annual maintenance of such landscaping is an on-going obligation of FHE. Any failure to perform annual landscape maintenance or to correct landscaping maintenance deficiencies following notice from the Village shall be deemed a default under the terms of this ~~Billboard Agreement~~Sign Agreement.
5. FHE shall be responsible for and shall maintain the Billboard and its related Structures, including advertising copy, in a safe, clean and orderly condition. FHE shall not allow any graffiti to remain on the Billboard or related Structures. Any failure to correct maintenance deficiencies shall be deemed a default under the terms of this ~~Billboard Agreement~~Sign Agreement.
6. Except as otherwise provided in the lease between the FHE and School District 89, FHE shall pay all real property taxes, all insurance premiums, electric, utility and other bills or liens incurred as a result of FHE's use of the Billboard Location during the term of this Billboard

- AgreementSign Agreement. FHE shall also pay School District 89, both before and after erection of the Billboard, all funds it owes the School District pursuant to their separate lease.
7. FHE shall obtain the approval of the Illinois Department of Transportation for the Billboard, keep in good standing with School District 89 and the terms of its lease with School District 89 for the Billboard Location, and shall comply with all laws, regulations and ordinances applicable to installing, maintaining, operating, improving, supplementing, posting, painting, illuminating, repairing, repositioning and/or removing outdoor advertising signs and related equipment, including without limitation, fixture connections, electrical supply and connections, panels, signs, copy and any equipment and accessories pertaining to the Billboard or its related Structures, the Subject Property and FHE's use of the Subject Property.
  8. No distilled spirit advertisements, gentlemen's clubs or morally objectionable advertising copy or picture(s) shall be displayed on the Billboard. FHE agrees to comply with any notice from the Village that objects to prohibited content posted on the Billboard or any morally objectionable advertising copy or picture(s) and shall immediately cease displaying such copy or picture(s) on the Billboard.
  9. FHE shall periodically and upon request, at no cost to the Village, provide community event and public service announcement advertising for the Village of Maywood on the Billboard and post amber alerts on the Billboard.
  10. As directed by the Village Board of Trustees as conditions of approval of the Billboard at the September 15, 2020 public hearing, FHE shall:
    - A. Erect and maintain the Billboard on the Subject Property that contains light shielding ~~Add~~ baffles or other similar design technology to the Billboard, at FHE's sole cost and expense, to aid in preventing light from impacting nearby residents; and
    - B. Ensure that the Billboard is equipped with an automated timer or controller that allows the brightness of the ~~electronic B~~billboard to be significantly decreased during nighttime hours ~~and; FHE shall ensure that the brightness of the Billboard is significantly decreased during nighttime hours;~~ -and
    - C. Prior to the issuance of a Village building permit, reconcile discrepancies between its lease with SD 89, which indicates FHE is an Illinois corporation, and this Sign Agreement and documents provided to the Village by FHE, which indicates it is a Michigan-based LLC ~~limited liability company~~.
  11. FHE shall defend, indemnify and hold harmless the Village and its officers, current/past/future appointed and elected officials, President and Board of Trustees, employees, volunteers, attorneys, engineers and agents (the "Village Affiliates") from and against any and all causes of action, lawsuits, liabilities, obligations, claims, damages, penalties, attorney's fees, litigation costs and expenses of any kind brought by or awarded to any person, including but not limited to nuisance, personal injuries, illness, death or copyright, trademark, service mark or other intellectual property rights, arising from or related to the installation, maintenance and operation of the Billboard and its related

Structures, the condition of the Subject Property or the acts or omissions of FHE and its employees, contractors, advertising partners, agents or licensees.

12. This Sign Agreement is binding upon the heirs, assigns and successors of both Village and FHE. In the event of any change of ownership of the Subject Property or of the Billboard, FHE agrees to notify the Village promptly of such change.
13. Any notice to any party under this Sign Agreement shall be in writing by overnight delivery service, or by certified mail, directed to the address specified immediately below the signature lines of this Agreement, and shall be effective, if by overnight delivery service, on the date after placed with the overnight delivery service, or if by certified mail, two days after mailing. Notice to the Escrowee shall be directed to Klein, Thorpe and Jenkins, Ltd., Attn: Michael Jurusik, 20 North Wacker Drive, Suite 1660, Chicago, Illinois 60606.
14. If lawsuit is brought by any party to this Sign Agreement because the other party breached this Sign Agreement, the prevailing party shall be entitled to reimbursement for reasonable attorneys' fees and all related costs and expenses.
15. Neither Village nor FHE shall be bound by any terms, conditions or oral representations that are not set forth in this Sign Agreement or a Resolution of the Village President and Board of Trustees of the Village approving the Billboard. This Sign Agreement and approving Resolution represent the entire agreement of Village and FHE with respect to the Billboard and related Structures and their installation and operation at the Billboard Location.
16. The term of this Sign Agreement and authorization for erection of the Billboard by the Village Board runs concurrently with the term of the lease between FHE and SD 89, and this Agreement and Village approvals for the Billboard shall only exist for as long as the term of FHE's lease with SD 89, or cessation of operation of the ~~Electronic~~ Billboard for a period of sixty (60) consecutive calendar days following commencement of the operation for a period of thirty (30) consecutive calendar days, excluding any time period that the Billboard is not operating due to replacement, repair and maintenance work, whichever is earlier. If the lease terminates or expires, this Sign Agreement and Village authorizations shall terminate and expire and any re-issuance of the Permit will require compliance with state law and Village code provisions regulating billboards, including ~~a~~ another public hearing, another impact fee and another Electronic Billboard Sign Agreement. Upon termination, or cessation of operation of the Billboard, as provided for above, FHE, at its sole cost and expense, shall remove the Billboard and related Structures from the Billboard Location within thirty (30) calendar days. Upon termination, the defense, indemnification and hold harmless obligations of Section 10 above shall remain in effect for two (2) calendar years after the date of lease termination or removal of the Billboard.
17. During the term of this Agreement, FHE agrees to maintain the below insurance coverages and shall have the Village and the Village Affiliates expressly named as additional insureds on its insurance policies, in its endorsements and on its certificates covering its defense, indemnification and hold harmless obligations set forth in Section 10 above. FHE shall provide the following types of insurance, written on the comprehensive form and as an "occurrence" policy, in not less than the following amounts:

- a. Comprehensive General Liability – \$1,000,000 per occurrence and \$2,000,000 in the aggregate
- b. Umbrella Coverage – \$3,000,000
- c. Property Damage – \$500,000 per occurrence
- d. Workers’ Compensation – Statutory
- e. Surety Bond for removal of Billboard - \$200,000

FHE shall furnish certificates of insurance, with premiums paid in full, prior to the effective date of this ~~Billboard Agreement~~Sign Agreement, copies of which are incorporated herein and attached hereto as **Exhibit “B”** and made a part hereof. FHE’s policy or policies of insurance shall specifically recognize and cover FHE’s indemnification obligations under this Agreement, and shall contain cross-liability endorsements. FHE’s insurance coverages shall be primary to the Village’s own insurance coverages, and any provision of any contract of insurance or other risk protection benefit or self-insurance policy purchased or in effect or enacted by the Village and any other insurance or benefit of the Village shall be in excess of FHE’s insurance coverages. All certificate(s) of insurance shall contain the following endorsement: “Should any of the above-described policies be canceled before the expiration date thereof, the issuing company shall serve thirty (30) calendar days prior written notice to the Village.” In the event of the cancellation of any insurance policy required herein, or upon FHE’s failure to procure said insurance, the Village shall have the right to immediately terminate this ~~Billboard Agreement~~Sign Agreement.

18. The Parties agree that for purposes of any lawsuit(s) between them concerning the subject matter of this Sign Agreement, and all questions of construction, interpretation, enforcement hereof, that all such controversies shall be governed by the statutory and common law of the State of Illinois; venue shall be in the Circuit Court of Cook County, Illinois and the Parties consent to the jurisdiction of said Court for any such proceedings or action.
19. Wherever possible each provision of this Sign Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Sign Agreement shall be prohibited by or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Sign Agreement.
20. Compliance With Laws. The Parties to this Agreement shall comply with all applicable federal, State and local laws, rules and regulations in carrying out the terms and conditions of this ~~Billboard Agreement~~Sign Agreement, including the following:
  - a. Certification. FHE and its owners, members, officers, employees and agents certify that they are not barred from entering into this ~~Billboard Agreement~~Sign Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or 5/33E-6 (interference with contract submission and award by public official) or as a result of a violation of 820 ILCS 130/1 et seq. (the Illinois Prevailing Wage Act) or as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue or any fee required by any unit of local government or the State, unless the party is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax or the fee, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq. FHE and its officers, corporate authorities, employees and agents further

certify by signing this ~~Billboard Agreement~~Sign Agreement that FHE and its owners, members, officers, employees and agents have not been convicted of, or are not barred for attempting to, rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 et seq.; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Nor has FHE or its owners, members, officers, employees and agents made admission of guilt of such conduct which is a matter of record, nor has any such person been so convicted nor made such an admission.

- b. Non-Discrimination. FHE and its owners, members, officers, employees and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations. FHE maintains a written Sexual Harassment Policy in compliance with Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4)). FHE certifies that it is an "Equal Opportunity Employer" as defined by federal and State laws and regulations, and agrees to comply with the Illinois Department of Human Rights ("IDHR") Equal Opportunity Employment clause as required by the IDHR's Regulations (44 Ill. Adm. Code, Part 750, Appendix A). As required by Illinois law and IDHR Regulation, the Equal Opportunity Employment clause is incorporated by reference in its entirety as though fully set forth herein. FHE certifies that it agrees to comply with Prohibition of Segregated Facilities clause, which is incorporated by reference in its entirety as though fully set forth herein. See, Illinois Human Rights Act (775 ILCS 5/2-105). See also, Illinois Department of Human Rights Rules and Regulations, Title 44, Part 750. Administrative Code, Title 44: Government Contracts, Procurement and Property Management, Subtitle B: Supplemental Procurement Rules, Chapter X: Department of Human Rights, Part 750: Procedures Applicable to All Agencies, Section 750.160: Segregated Facilities (44 Ill. Adm. Code 750.160).
- c. Illinois Freedom of Information Act. The definition of a public record in the Freedom of Information Act (5 ILCS 140/1 et seq.) ("FOIA") includes a "public record that is not in the possession of a public body but is in the possession of a party with whom the agency has contracted to perform a governmental function on behalf of the public body and that directly relates to the governmental function and is not otherwise exempt under this Act." (5 ILCS 140/7(2)). Consequently, FHE and its owners, members, officers, employees and agents must maintain and make available to the Village, upon request, their records relating to the performance of this ~~Billboard Agreement~~Sign Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 et seq.) and the FOIA.

- 21. The Village, in its discretion and at FHE's cost, shall~~may~~ record a fully executed certified copy of this Sign Agreement against title to the Subject Property by filing it with the Cook County Recorder of Deeds ("CCRD"). After filing the Sign Agreement, the Village will send copies of the CCRD file-stamped Sign Agreement to SD 89 and FHE.

[The remainder of this page intentionally left blank]

**FHE, LLC**

By: \_\_\_\_\_  
\_\_\_\_\_(Name)  
Authorized Member

Address:  
FHE, LLC  
9870 Greenwood Avenue  
Attn: Jim Parrilli, Registered Agent  
Union Pier, Michigan 49129  
Phone: 269-469-5014

**VILLAGE OF MAYWOOD**

By: \_\_\_\_\_  
Edwenna Perkins  
Village President

Address:  
Village of Maywood  
40 E. Madison Street  
Attn: Village Manager  
Maywood, Illinois- 60153  
Phone: 708- 450-4050

**Exhibit "A"**

Location Map for the Billboard  
Located at north-side of Harrison Street between  
10th and 13th Avenues, Maywood, Illinois

(attached)

**Exhibit "B"**

FHE Insurance Certificate(s)

(attached)



January 20, 2020

**Subject: LED Billboard Sign Brightness & Capabilities**

**Brightness Levels:** The brightness level of all Watchfire digital billboards is pre-set at the factory not to exceed 7,500 NITS during daytime operation and 300 NITS during nighttime operation. These settings are compliant with standards as established by the Outdoor Advertising Association of America (OAAA). Both day-and-night maximum brightness is capped via software and cannot be brightened in the field.

A NIT is a measure of luminance and normally used to express the brightness of LEDs. LED sign brightness is commonly converted from NITS to foot-candles. Foot-candle measurements are generally taken at night from a distance of 100 feet or more. Watchfire billboard displays will not illuminate more than 0.3 foot-candles above ambient light when measured at night at a specified distance.

**Automatic Dimming Capability:** All Watchfire digital billboards automatically adjust their brightness as ambient light levels change. A 100-step photocell automatically and immediately adjusts the sign's light levels during storms and at dusk. At night, the LED operates at approximately 4% of its' daytime maximum brightness. The night time percentage varies based on ambient light conditions. A billboard operator can adjust the billboard to run dimmer than the standard established by the factory, but not brighter.

**Hold Time:** The hold time for an advertisement is controlled by the billboard operator and can be adjusted to standards established by local regulation. Most require an ad to hold for a minimum of 6-8 seconds. Tests run by the OAAA indicate a dwell time of 8 seconds is optimum for conveying the information in an advertisement in a safe manner. Watchfire billboards have no animation, flashing, or scintillating capabilities and can only display static messages at the preset dwell times.

**Transition settings:** All Watchfire billboards are designed to change from one ad to the next instantaneously. This cannot be changed by the billboard operator. The boards have no transition capabilities between slides such as slide-ins or slide outs similar to PowerPoint type presentations. I hope this information has been of assistance. If you have questions or need more information please do not hesitate to contact me.

Thank you,

Ray Digby

[ray.digby@watchfiresigns.com](mailto:ray.digby@watchfiresigns.com)

Phone: (800) 637-2645

Fax: (217) 442-1020 | [watchfiresigns.com](http://watchfiresigns.com)

**Re: 10.6.2020 agenda adds**

Nathaniel Booker <nbooker@maywood-il.org>

Thu 10/1/2020 10:22 AM

To: Arlene Ireland <aireland@maywood-il.org>

Dear Mayor and Board of Trustees

As of September 21st, Approximately 750 accounts were mailed shut off notices per the water and finance department. During the COVID season, I would like to request that we as a board suspend all water shutoffs and reactivate all current shut offs while focusing on payment plans.

There are many programs that residents have applied for and have not heard back and/or received potential funding.

COMED and Nicor are not doing shutoffs and we as a village shut not be completing shutoffs as well.

Nathaniel George Booker  
Direct: 708-250-4138

---