



**NOTICE AND AGENDA FOR THE
COMMITTEE OF THE WHOLE VILLAGE BOARD
MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES
VILLAGE OF MAYWOOD
TUESDAY, MAY 3, 2022
AT 7:00 PM
COUNCIL CHAMBERS
125 SOUTH 5TH AVENUE
MAYWOOD, ILLINOIS**

AGENDA

This meeting will be open to the public for in-person attendance subject to applicable social distance guidelines. Masks or face coverings are required for all people who physically attend this meeting, if required by Illinois Governor's Order.

Options to watch and listen to the public meeting:

Live Stream at Village Website Home Page via Village Facebook and YouTube Platforms:

Go to www.maywood-il.org and Click (Livestream).

Public comments submitted electronically to the Village 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 or tpavlik@maywood-il.org and/or faxing to (708) 681-8818.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION**
- 4. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 5. APPROVAL OF MINUTES FOR COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES, APRIL 5, 2022. 4**
- 6. OATHS, REPORTS, PROCLAMATIONS, ANNOUNCEMENTS AND APPOINTMENTS**
- 7. FINANCE MANAGEMENT REPORT(S):**
 - A. Monthly Financial Report for the month of March 2022 by Lanya Satchell, Finance Director. 9**
- 8. PUBLIC COMMENTS:**
- 9. VILLAGE PRESIDENT REPORT AGENDA ITEM(S):**
 - A. LRS Community Update 50**
 - B. Discussion on Moving Maywood Forward Together Update 52**
 - C. Discussion on Economic Development Update 53**
 - D. Discussion on Village of Maywood Website 54**

E. Discussion on Newsletter Communication & Budget	112
F. Discussion on Village Opportunities	127
10. VILLAGE MANAGER REPORT AGENDA ITEM(S):	
A. Discussion and consideration: Beacon Hill Staffing Group Temporary Employment Service Agreement.	140
B. Appointments:	
1) Village Engineer	143
2) Village Treasurer	144
C. Discussion and consideration: Memo and Resolution regarding the Sale of ANLAP Lot: 622 S. 12th Avenue - Director Feliciano	146
D. Vehicle purchase for Village Manager's Use	160
E. Presentation - Operational Updates & Legislative Impacts	
11. VILLAGE ATTORNEY REPORT AGENDA ITEM(S):	
12. TRUSTEE COMMITTEE REPORTS:	
A. Planning and Development Committee	
1) Discussion and recommendation: Memorandum - recommending that an RFP go forward as further drafted by Community Development as a marketing tool for the Maywood Mart Building, with a response deadline of June 30, 2022..	162
2) Discussion and recommendation: Memorandum recommending the Facade Program be folded into the New Business Improvement Program with the individual application limit revised from \$50,000, to up to \$25,000.	171
B. Fiscal Accountability and Government Transparency	
C. Community Policing and Public Safety	
D. Engagement and Communications	
E. Infrastructure and Sustainability	
F. Ordinance and Policy	
1) Discussion and recommendations: Memo recommending a 3-month freeze (moratorium) be placed on the following business licenses: barber shops, hair salons, nail shops, spas, banquet halls/event spaces, tobacco shops and fast-food restaurants; in order for the Planning Commission/Zoning Board of Appeals to complete an updated Use Table Study including all C-Districts.	175
13. NEW BUSINESS (DISCUSSION AND RECOMMENDATION ONLY):	
A. Discussion and consideration: Engineer Agreements for 2022 Roadway Improvements and Water Main Improvements - Engineer Bill Peterhansen.	176
14. OLD BUSINESS (DISCUSSION AND RECOMMENDATION ONLY):	
15. FOR INFORMATION ONLY:	
16. CLOSED MEETING SESSION:	

- A. Pending Litigation per 5 ILCS 120/2(c)(11)
- B. Probable and Imminent Litigation (5 ILCS 120/2(c)(11)).
- C. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1)).
- D. The purchase or lease of real property for use by the Village (5 ILCS 120/2(c)(5)).
- E. The setting of a price for sale or lease of property owned by the Village (5 ILCS 120/2(c)(96)).

17. ADJOURNMENT

cc:	Mayor	Nathaniel George Booker
	Trustees:	
		Isiah Brandon
		Miguel Jones
		Melvin L. Lightford, Sr.
		Aaron Peppers
		Antonio Sanchez
		Shabaun Reyes-Plummer
	Village Clerk	Gwaine Dianne Williams
	Village Manager	Chasity Wells-Armstrong

The above Public Meeting restrictions are authorized by the Open Meetings Act, the CDC directive (social distancing guidelines) and the Illinois Governor's Disaster Proclamations (Restore Illinois Plan), and Executive Orders relating to the COVID-19 pandemic and his implementation of the "Restore Illinois" Plan and the mask mandate for individuals within indoor public places.

VILLAGE OF MAYWOOD
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING/SPECIAL MEETING OF THE PRESIDENT AND
BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD
TUESDAY, APRIL 5, 2022

Call to Order

The Committee of the Whole Meeting of Tuesday, April 5, 2022, was called to order by Mayor Nathaniel George Booker at 7:02 p.m. in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

Roll Call

Upon roll call by Gwaine Dianne Williams, Village Clerk, the following answered Present: Mayor Nathaniel George Booker, Trustees A. Sanchez, S. Reyes-Plummer, M. Lightford, A. Peppers, M. Jones and I. Brandon. Absent: None. There being a Quorum present, the meeting was convened.

Staff Attendance:

Chasity Wells-Armstrong, Village Manager
LaSondra Banks, Community Engagement Manager
Craig Bronaugh Jr., Chief of Fire
Walter Duncan, Building and Code Enforcement Director
James Ellexson, Director of Human Resources
Ruben Feliciano, Director of Community Development
Felicia Frazier, Village Attorney
Tom Pavlik, Deputy Clerk
Bill Peterhansen, Village Engineer
Lanya Satchell, Finance Director
John West, Public Works Director
Gwaine Dianne Williams, Village Clerk
Elijah Willis, Chief of Police

Invocation: Prayer Confession by Mayor Booker

Pledge of Allegiance to the Flag: Everyone stood and recited the Pledge of Allegiance to the Flag of the United States of America.

Old Business: Mayor Booker moved this item for discussion to 7:00 p.m. after the Pledge of Allegiance.

- A. Conducting of: PUBLIC HEARING REGARDING THE VILLAGE OF MAYWOOD'S FISCAL YEAR 2022/2023 BUDGET (MAY 1, 2022 THROUGH APRIL 30, 2023).
1. AGENDA FOR PUBLIC HEARING CONCERNING THE PROPOSED FISCAL YEAR 2022/2023 BUDGET (MAY 1, 2022 THROUGH APRIL 30, 2023).
 2. NOTICE OF PUBLIC HEARING REGARDING THE VILLAGE OF MAYWOOD'S FISCAL YEAR 2022/2023 BUDGET (MAY 1, 2022 THROUGH APRIL 30, 2023).
 3. Draft ORDINANCE APPROVING THE FISCAL YEAR 2022/2023 VILLAGE OF MAYWOOD BUDGET (MAY 1, 2022 THROUGH APRIL 30, 2023).

Approval of minutes for the Combined Committee of the Whole Meeting of the Board of Trustees Tuesday, March 1, 2022.

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

Discussion: None

Ayes: Mayor Booker, Trustees A. Sanchez, S. Reyes-Plummer, M. Jones, M. Lightford, A. Peppers and I. Brandon

Nays: None

Abstain: None

Absent: None

Motion Carries

Oaths, Reports, Proclamations, Announcements and Appointments: Mayor Booker, Trustees Brandon and Peppers made announcements.

Finance Management Report(s):

- A. Presentation regarding the Monthly Financial Report for the month of February 2022 by Lanya Satchell, Finance Director. No Discussion

Public Comments: G. Clay, C. Sharp, D. Williams, Mr. Moore, R. Jones, E. Perkins and Otis. Mayor Booker responded.

Village President Report:

- A. Maywood Economic Opportunities Update. Mayor Booker gave a presentation.
- B. National League of Cities City Congressional Conference 2022 Recap. Mayor Booker gave an overview.
- C. Request for Proposal (RFP) – Grocery Store (615 S. 5th Avenue). Mayor Booker mentioned the proposal process.
- D. Newsletter and Department Monthly Reporting. Mayor Booker gave an overview.
- E. Discussion on an ordinance to hire a Village Board Legislative Counsel. Mayor Booker pulled this item.

Village Manager Report:

- A. Introduction of the Village Attorney, Felicia Frazier. Manager Wells-Armstrong made the introduction.
- B. Village Engineer – Resolution that needs to be submitted for the Federal Surface Transportation Program. Engineer Peterhansen gave an overview.
- C. Police Department – request and quote to replace office furnishings. Consensus to move forward with the recommendation of the Community Policing and Safety Committee.
- D. Building and Code Enforcement Department – request and quote to purchase equipment that will allow the department’s employees to operate under the Caselle Software System. Manager Wells-Armstrong explained additional training and updates are required for the department.
- E. Department of Public Works – request and quote to purchase 2022 Christmas decorations. Manager Wells-Armstrong made a presentation regarding owning v. renting decorations (\$32,000 cost approx.).
- F. General Operation Updates – Manager Wells- Armstrong gave updates on Maywood Park District, Zitron installation for the fire department, Stress Awareness Month and recognition of the Telecommunicators
- G. ILCMA 2022 Winter Conference Recap Properties. Manager Wells-Armstrong made a PowerPoint presentation.

Village Attorney Report: None

Trustee Committee Reports:

A. Planning and Development Committee

B. Fiscal Accountability and Government Transparency Committee -

1. Recommendation regarding: Third Party Administrator Agreement with Insurance Program Managers Group Claims Management Services, LLC ("IMPG") relative to the General Liability (Property and Casualty/Program and Worker's Compensation Program.

C. Community Policy and Public Safety Committee - Recommendation to approve Restore Constructions Inc. for the police department with no opposition to move forward from the Board. Recommendation to accept Chief Bronaugh's request for patient assist \$100 per visit, ambulance transport \$1,800, emergency generator \$11,665.70 and ESO \$8,875.

D. Engagement and Communications Committee – Recommendation to continue with Muniweb. Consensus to consider other options.

E. Infrastructure and Sustainability Committee

F. Ordinance and Policy Committee -

1. Recommendation regarding: Memorandum dated February 23, 2022 issued by the Ordinance and Policy Committee regarding three (3) proposed advisory referendum questions for placement on the June 28, 2022 Primary Election ballot and RESOLUTION PROVIDING FOR AND REQUIRING THE SUBMISSION OF THREE NON-BINDING ADVISORY PUBLIC QUESTIONS CONCERNING WHETHER THE VILLAGE OF MAYWOOD SHOULD ADOPT AN ORDINANCE REGULATING OVERNIGHT PARKING ON RESIDENTIAL STREETS TO APPEAR ON THE BALLOT OF THE ELECTORS OF SUCH VILLAGE AT THE PRIMARY ELECTION TO BE HELD ON June 28, 2022, with a cover memo dated March 29, 2022 from Klein, Thorpe and Jenkins, Ltd. – Recommendation to move forward after attorney review to make April 11th deadline.

New Business (Discussion and Recommendation Only):

1. Discussion and recommendation of: RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF MAYWOOD AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO FOR THE DESIGN, CONSTRUCTION, OPERATION, AND MAINTENANCE OF THE GREEN INFRASTRUCTURE ALLEY IMPROVEMENTS IN MAYWOOD, ILLINOIS (COST SHARING FOR GREEN INFRASTRUCTURE ALLEY IMPROVEMENTS PROJECT) with the Agreement attached as Exhibit "A", and with a cover memo dated March 29, 2022 from Klein, Thorpe and Jenkins, Ltd. – Consensus to move to the Omnibus Agenda of April 19, 2022.
2. Discussion and recommendation of: RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE MAYWOOD PARK DISTRICT FOR JOINT INVESTIGATION OF FUNDING OPTIONS FOR THE REHABILITATION OF THE FRED HAMPTON POOL OR REPLACEMENT OF THE POOL FACILITY WITH A NEW POOL FACILITY, with the Agreement attached Exhibit "A" and with a cover memo dated March 29, 2022 from Klein, Thorpe and Jenkins, Ltd. - Consensus to move to the Omnibus Agenda of April 19, 2022.

3. Discussion and recommendation of: RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF MAYWOOD AND THE MAYWOOD PARK DISTRICT FOR THE JOINT INVESTIGATION OF FUNDING OPTIONS FOR THE REHABILITATION OF THE EXISTING FRED HAMPTON FAMILY AQUATIC CENTER POOL FACILITY OR REPLACEMENT OF THE FRED HAMPTON FAMILY AQUATIC CENTER POOL FACILITY WITH A NEW POOL FACILITY, with the Plat attached as Exhibit "A" and with a cover memo dated March 29, 2022 from Klein, Thorpe and Jenkins, Ltd. - Consensus to move to the Omnibus Agenda of April 19, 2022.
4. Discussion and recommendation of: RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A THIRD PARTY ADMINISTRATOR AGREEMENT BETWEEN THE VILLAGE OF MAYWOOD AND INSURANCE PROGRAM MANAGERS GROUP CLAIMS MANAGEMENT SERVICES, L.L.C. RELATIVE TO THE GENERAL LIABILITY (PROPERTY AND CASUALTY) PROGRAM AND WORKERS' COMPENSATION PROGRAM, with the Agreement attached as Exhibit "A" and with a cover memo dated March 29, 2022 from Klein, Thorpe and Jenkins, Ltd. - Consensus to move to the Omnibus Agenda of April 19, 2022.
5. Discussion and recommendation of: RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR FUNDING OF ROADWAY IMPROVEMENTS THROUGH THE SURFACE TRANSPORTATION PROGRAM (Project Boundaries: 9th Avenue from Madison Street to St. Charles Road; 5th Avenue from Harrison Street to Quincy Street; Madison Street from 21st Avenue to 1st Avenue; 5th Avenue from Roosevelt Road to Bataan Drive; and Washington Boulevard from 9th Avenue to 1st Avenue), with a cover memo dated March 29, 2022 from Bill Peterhansen, Village Engineer. - Consensus to move to the Omnibus Agenda of April 19, 2022.

Other Matters: None

For Information Only: None

Closed Session Meeting: None

Adjournment of Committee of the Whole Meeting and Open Special Village Board Meeting - Motion by Trustee Sanchez and Second by Trustee Reyes-Plummer to close the Committee of the Whole Meeting and Open the Special Board meeting at 11:51 p.m. by roll call of the Village Board.

Commencement of April 5, 2022 Special Meeting of the President and Board of Trustees

Call to Order

The Special Board Meeting of Tuesday, April 5, 2022, was called to order by Mayor Nathaniel George Booker at 11:51 p.m. in the Council Chambers at 125 South 5th Avenue, Maywood, IL 60153.

Roll Call

Upon roll call by Gwaine Dianne Williams, Village Clerk, the following answered Present: Mayor Nathaniel George Booker, Trustees A. Sanchez, S. Reyes-Plummer, M. Lightford, M. Jones, A. Peppers, and I. Brandon. Absent: None. There being a Quorum present, the meeting was convened.

New Business:

- A. Consideration and Action On: RESOLUTION PROVIDING FOR AND REQUIRING THE SUBMISSION OF THREE NON-BINDING ADVISORY PUBLIC QUESTIONS CONCERNING WHETHER THE VILLAGE OF MAYWOOD SHOULD ADOPT AN ORDINANCE REGULATING OVERNIGHT PARKING ON RESIDENTIAL STREETS TO APPEAR ON THE BALLOT OF THE ELECTORS OF SUCH VILLAGE AT THE PRIMARY ELECTION TO BE HELD ON JUNE 28, 2022

Motioned by Trustee Reyes-Plummer and Seconded by Trustee Sanchez to approve.

Discussion: None

Ayes: Mayor Booker, Trustees A. Sanchez, S. Reyes-Plummer, M. Jones, M. Lightford, A. Peppers and I. Brandon

Nays: None

Abstain: None

Absent: None

Motion Carries

- B. Consideration of an ordinance to hire a Village Board Legislative Counsel. Mayor Booker removed this item.

Old Business: None

Closed Meeting:

Motioned by Trustee Jones and Seconded by Trustees Sanchez to recess into Closed Session for the purpose of discussing at 12:00 p.m.

- A. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body. (5 ILCS 120/2(c)(1)).

Discussion: None

Ayes: Mayor Booker, Trustees A. Sanchez, S. Reyes-Plummer, M. Lightford, M. Lightford, A. Peppers and I. Brandon

Nays: None

Abstain: None

Absent: None

Motion Carries

Adjournment: Motioned by Trustee Brandon and Seconded by Trustee Lightford to adjourn the Special Board Meeting at 1:07 a.m. with a roll call of the Board.

Nathaniel George Booker, Mayor

Gwaine Dianne Williams, Village Clerk

cc: Mayor Nathaniel George Booker
Board of Trustees
Village Manager Chasity Wells-Armstrong
Village Clerk Gwaine Dianne Williams



Village of Maywood
Financial Report
Month Ending
March 31, 2022

**VILLAGE OF MAYWOOD
FY 2022 - SALES TAX ANALYSIS**

	<u>Municipal</u>	<u>Home Rule</u>	<u>Motor Fuel</u>	
May (February)	70,188	56,229	23,006	149,423
June (March)	113,562	93,154	27,106	233,822
July (April)	99,660	80,048	26,269	205,977
August (May)	98,062	80,547	25,802	204,411
September (June)	106,696	89,114	28,704	224,514
October (July)	99,191	82,543	26,966	208,701
November (August)	93,771	78,267	24,924	196,962
December (September)	94,649	78,155	27,191	199,996
January (October)	98,458	82,392	26,069	206,919
February (November)	102,903	87,734	29,250	219,887
March (December)	104,986	89,592	23,448	218,025
April (January)	-	-	-	-
TOTAL	1,082,125	897,777	288,736	2,268,638

<u>Municipal Sales Tax</u>	<u>FY 2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
May (February)	63,660	64,041	62,423	70,188
June (March)	83,632	74,038	64,366	113,562
July (April)	67,841	71,846	54,902	99,660
August (May)	72,922	79,004	63,366	98,062
September (June)	75,605	73,852	73,048	106,696
October (July)	77,271	81,590	77,866	99,191
November (August)	77,117	78,302	73,842	93,771
December (September)	71,534	80,660	75,405	94,649
January (October)	73,899	72,319	70,901	98,458
February (November)	66,595	71,340	66,666	102,903
March (December)	68,678	72,081	73,695	104,986
April (January)	<u>47,769</u>	<u>46,702</u>	<u>83,244</u>	-
TOTAL	846,524	865,776	839,725	1,082,125

<u>Home Rule Sales Tax</u>	<u>FY 2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
May (February)	50,105	50,962	49,738	56,229
June (March)	62,735	57,756	49,726	93,154
July (April)	54,249	57,696	42,296	80,048
August (May)	58,932	65,291	47,101	80,547
September (June)	63,303	60,703	56,055	89,114
October (July)	59,749	64,411	60,751	82,543
November (August)	59,818	63,168	59,305	78,267
December (September)	55,938	58,483	59,788	78,155
January (October)	59,276	57,348	56,834	82,392
February (November)	54,965	56,579	53,042	87,734
March (December)	55,498	58,299	57,029	89,592
April (January)	<u>48,884</u>	<u>53,618</u>	<u>65,429</u>	-
TOTAL	683,452	704,313	657,092	897,777

<u>Motor Fuel Sales Tax</u>	<u>FY 2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>
May (February)				23,006
June (March)				27,106
July (April)				26,269
August (May)				25,802
September (June)				28,704
October (July)			16,322	26,966
November (August)			29,937	24,924
December (September)			26,701	27,191
January (October)			24,307	26,069
February (November)			24,885	29,250
March (December)			<u>24,025</u>	23,448
April (January)			<u>22,770</u>	-
TOTAL			169,048	288,736



VILLAGE OF MAYWOOD
MAJOR REVENUE SOURCES - (State shared)

<u>INCOME TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May	330,396	483,760	242,876	405,364
June	152,631	151,076	150,440	355,666
July	206,372	225,931	238,893	319,064
August	151,490	161,954	326,618	179,160
September	147,848	143,338	185,066	189,202
October	229,783	255,741	267,992	343,825
November	165,497	166,910	181,084	197,100
December	137,174	157,723	160,320	179,931
January	199,871	220,457	255,423	320,356
February	240,461	227,131	270,039	399,455
March	144,789	168,894	186,110	173,141
April	385,925	7,179	296,750	
	<u>2,492,237</u>	<u>2,370,093</u>	<u>2,761,612</u>	<u>3,062,263</u>

<u>PERS PROP REPLACEMENT TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May	133,755	184,378	101,011	263,286
July	104,224	108,907	104,948	191,854
August	10,523	13,064	77,552	24,398
October	94,319	189,543	98,315	319,654
December	23,065	31,477	25,445	66,329
January	77,329	115,098	121,017	243,415
March	30,502	22,882	43,723	318,784
April	93,373	74,629	204,300	
	<u>567,088</u>	<u>739,979</u>	<u>776,311</u>	<u>1,427,720</u>

<u>LOCAL USE TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May	47,190	58,180	59,883	62,651
June	56,989	66,140	76,175	80,095
July	49,738	62,602	91,555	72,770
August	54,236	62,873	80,642	66,980
September	58,085	63,917	89,684	76,341
October	56,346	65,710	90,542	71,095
November	53,587	62,953	87,182	75,046
December	61,473	70,507	90,956	77,025
January	65,068	77,413	95,303	71,817
February	71,995	72,525	101,557	116,286
March	87,060	99,514	143,310	106,944
April	70,642	80,646	70,262	-
	<u>732,410</u>	<u>842,979</u>	<u>1,077,050</u>	<u>877,052</u>

VILLAGE OF MAYWOOD
MAJOR REVENUE SOURCES - (State shared)

<u>TELECOMMUNICATIONS TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May (March)	33,818	37,670	20,381	26,886
June (April)	37,784	30,130	28,276	26,563
July (May)	35,346	28,489	26,200	26,115
August (June)	35,934	29,469	31,442	24,783
September (July)	35,080	27,980	25,971	26,277
October (August)	34,471	29,225	26,752	25,077
November (September)	34,220	28,888	24,910	25,116
December (October)	31,744	29,076	27,762	26,956
January (November)	31,668	29,048	26,048	31,585
February (December)	31,363	32,295	24,999	
March (January)	31,471	31,900	26,775	30,371
April (February)	25,818	5,966	24,562	-
	<u>398,717</u>	<u>340,136</u>	<u>314,077</u>	<u>269,728</u>

<u>COMM ED UTAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May	61,312	59,206	58,505	57,097
June	59,625	57,624	55,563	58,639
July	68,613	62,329	70,268	71,702
August	87,758	79,273	88,543	-
September	78,422	85,919	87,524	76,062
October	77,872	74,075	83,029	93,210
November	63,942	67,198	60,881	70,426
December	57,690	60,520	59,797	60,817
January	71,503	70,779	67,904	71,966
February	74,207	71,973	75,152	86,864
March	72,862	68,989	70,514	66,884
April	65,575	63,310	63,842	
	<u>839,382</u>	<u>821,195</u>	<u>841,521</u>	<u>713,667</u>

<u>NI GAS UTAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May	48,924	42,103	38,718	42,499
June	28,761	29,277	31,465	37,408
July	15,951	17,634	15,376	19,904
August	11,876	13,699	15,238	17,386
September	12,306	11,760	21,071	16,587
October	11,472	11,790	18,868	16,583
November	16,429	12,733	20,303	18,762
December	43,660	36,591	31,120	44,171
January	60,383	58,199	44,435	79,992
February	65,927	56,403	66,857	97,542
March	76,001	67,428	79,186	109,142
April	60,894	50,657	54,116	
	<u>452,583</u>	<u>408,274</u>	<u>436,754</u>	<u>499,974</u>

VILLAGE OF MAYWOOD
MAJOR REVENUE SOURCES - (State shared)

<u>VIDEO GAMING TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May (March)		2,184	2,025	6,956
June (April)		1,727	-	7,901
July (May)		1,464	-	6,525
August (June)		1,838	-	6,132
September (July)		1,447	4,248	7,295
October (August)		1,882	4,230	5,178
November (September)		1,897	4,079	5,605
December (October)		2,173	3,981	5,784
January (November)		1,408	2,256	4,567
February (December)		1,617	-	5,272
March (January)		1,475	1,305	4,548
April (February)		2,590	4,495	
		<u>21,701</u>	<u>26,619</u>	<u>65,762</u>

<u>CANNABIS USE TAX</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>
May (March)			1,135	2,760
June (April)			879	3,203
July (May)			1,176	2,823
August (June)			1,341	2,519
September (July)			1,817	2,996
October (August)			1,188	3,563
November (September)			1,346	3,119
December (October)			1,157	2,712
January (November)			2,663	3,323
February (December)			2,145	3,266
March (January)			2,114	3,456
April (February)		3,942	2,730	
		<u>3,942</u>	<u>19,690</u>	<u>33,740</u>



VILLAGE OF MAYWOOD
 FY2021-2022 Budget Analysis
 March 31, 2022

		MARCH ACTUAL	YTD ACTUAL	FY'22 BUDGET	% USED
01-10-30125	ADMINISTRATIVE HEARINGS	4,400.00	44,219.00	25,000.00	106.9
01-10-30126	COMPLIANCE TICKETS	-	2,475.00	7,500.00	22.0
01-10-30160	BOOT CHARGES	300.00	800.00	2,500.00	32.0
01-10-30235	CODE VIOLATIONS	4,900.00	9,250.00	-	
01-10-30290	FINES/ FORFEITURES	-	1,150.00	15,000.00	7.7
01-10-30365	JUDGEMENTS & LIENS	5,684.00	43,514.00	45,000.00	96.7
01-10-30445	IL DEBT RECOVERY PROGRAM	460.64	36,420.86	40,000.00	91.1
01-10-30450	REDLIGHT REVENUE	750.00	130,256.95	130,000.00	100.2
01-10-30460	PARKING FINES	9,010.00	96,855.00	100,000.00	96.9
01-10-30500	POLICE TOWING	5,600.00	115,788.00	150,000.00	77.2
01-10-30519	POLICE SEIZURES	-	6,135.11	30,000.00	20.5
01-10-30521	POLICE TRAFFIC ENFORCEMENT	-	6,127.75	17,500.00	35.0
	TOTAL FINES	31,104.64	492,991.67	562,500.00	87.6
01-10-30130	AMBULANCE & RESCUE FEES	99,962.75	869,171.13	625,000.00	139.1
01-10-30136	CPR CLASS	-	35.00	-	
01-10-30140	ANIMAL RELEASE	545.00	3,145.00	2,500.00	125.8
01-10-30150	BOARD UP	-	-	1,000.00	0.0
01-10-30154	YARD SALE	-	40.00		
01-10-30170	BUILDING PERMITS	45,794.39	902,970.55	725,000.00	258.0
01-10-30175	ENTERPRISE ZONE	-	5,743.32	20,000.00	28.7
01-10-30211	CLERK'S OFFICE FEES	-	1,870.97	1,500.00	124.7
01-10-30220	FRANCHISE FEES	-	195,007.50	250,000.00	78.0
01-10-30230	CERTIFICATE OF INSPECTION	8,790.00	52,000.00	50,000.00	104.0
01-10-30280	ELEVATOR INSPECTIONS	250.00	1,032.00	3,500.00	29.5
01-10-30300	FINGERPRINTS	590.00	5,959.00	5,000.00	
01-10-30335	HEALTH INSPECTIONS	-	1,170.00	15,000.00	7.8
01-10-30405	MAYWOOD PROVISIO OFFICER	-	-	24,932.00	0.0
01-10-30455	OCCUPANCY PERMIT	590.00	5,421.00	1,000.00	542.1
01-10-30480	VACANT BLDG REGISTRATION	4,625.00	43,600.00	50,000.00	87.2
01-10-30516	POLICE/FIRE REPORTS	(5.00)	240.00	5,000.00	4.8
01-10-30630	TRANSFER STAMPS	25,644.00	320,153.47	275,000.00	116.4
01-10-30760	50 / 50 SIDEWALK	-	12,615.15	15,000.00	84.1
	TOTAL FEES	186,786.14	2,420,174.09	2,069,432.00	116.9
01-10-30200	BUSINESS LICENSE	17,631.00	50,125.47	60,000.00	83.5
01-10-30240	CONTRACTORS LICENSE	9,070.00	60,770.00	60,000.00	101.3
01-10-30250	DOG TAGS	70.00	1,790.00	2,500.00	71.6
01-10-30390	LIQUOR LICENSE	6,670.00	19,546.53	55,000.00	35.5
01-10-30470	PARKING PERMITS	1,200.00	10,251.00	10,000.00	102.5
01-10-30650	VEHICLE STICKERS	6,107.50	87,680.50	200,000.00	43.8
01-10-30660	VENDING PERMITS	-	240.00		
	TOTAL LICENCES	40,748.50	230,403.50	387,500.00	59.5
01-10-30370	INTEREST	28.91	446.55	2,000.00	22.3
01-10-30720	ZBA HEARINGS	-	2,200.00	250.00	880.0
01-10-30620	SUMMARY ABATEMENT	-	-	1,000.00	0.0
	TOTAL SERVICE CHARGE	28.91	2,646.55	3,250.00	81.4
01-10-30330	GRANTS	14	389,480.71	325,000.00	119.8
	TOTAL GRANTS	-	389,480.71	325,000.00	119.8

		MARCH ACTUAL	YTD ACTUAL	FY'22 BUDGET	% USED
01-10-30520	COOK COUNTY PTAX	5,799,636.02	14,403,669.06	12,781,927.95	112.7
01-10-30522	SALES TAX	218,025.26	2,268,627.64	1,500,000.00	151.2
01-10-30523	INCOME TAX	173,140.56	3,062,262.98	2,425,000.00	126.3
01-10-30524	PERS PROP REPLACE TAX	318,784.26	1,427,720.29	625,000.00	228.4
01-10-30526	LOCAL USE TAX	106,944.33	877,051.76	700,000.00	125.3
01-10-30529	TELECOMMUNICATIONS TAX	30,370.59	269,727.84	425,000.00	63.5
01-10-30531	COMM ED UTAX	66,884.09	713,667.02	700,000.00	102.0
01-10-30532	NI GAS UTAX	109,142.04	499,974.34	350,000.00	142.8
01-10-30540	PROPERTY TAX - POLICE PENSION	-	-	4,683,510.00	0.0
01-10-30541	PROPERTY TAX - FIRE PENSION	-	-	3,513,543.00	0.0
01-10-30545	VIDEO GAMING - NEW	4,547.53	65,762.29	25,000.00	263.0
01-10-30547	CANNABIS USE TAX - NEW	3,455.71	33,739.74	20,000.00	168.7
	TOTAL TAXES	6,830,930.39	23,622,202.96	27,748,980.95	85.1
01-10-30260	DONATIONS	-	(17,774.76)	3,500.00	-507.9
01-10-30410	MAINTENANCE OF HIGHWAYS	-	191,321.97	45,000.00	425.2
01-10-30440	MISC	29,967.85	150,032.59	145,000.00	103.5
01-10-30550	REIMBURSEMENTS TO VILLAGE	87,878.48	759,216.47	150,000.00	506.1
01-10-30590	SALE OF PROPERTY	134,009.00	153,031.00	150,000.00	102.0
01-10-30600	SPECIAL SIGNS	-	543.90	750.00	72.5
01-10-30730	ZONING MAPS	150.00	3,950.00	250.00	1580.0
	TOTAL OTHER	252,005.33	1,240,321.17	494,500.00	250.8
	GRAND TOTAL	7,341,603.91	28,398,220.65	31,591,162.95	89.9

VILLAGE OF MAYWOOD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET		UNEARNED	PCNT
<u>CORPORATE</u>						
01-10-30125	ADMINISTRATIVE HEARINGS	4,400.00	44,219.00	25,000.00	(19,219.00)	176.9
01-10-30126	COMPLIANCE TICKETS	.00	2,475.00	7,500.00	5,025.00	33.0
01-10-30130	AMBULANCE & RESCUE FEES	99,962.75	869,171.13	625,000.00	(244,171.13)	139.1
01-10-30136	CPR CLASS	.00	35.00	.00	(35.00)	.0
01-10-30140	ANIMAL RELEASE	545.00	3,145.00	2,500.00	(645.00)	125.8
01-10-30150	BOARD UP	.00	.00	1,000.00	1,000.00	.0
01-10-30154	YARD SALE	.00	40.00	.00	(40.00)	.0
01-10-30160	BOOT CHARGES	300.00	800.00	2,500.00	1,700.00	32.0
01-10-30170	BUILDING PERMITS	45,794.39	902,970.55	725,000.00	(177,970.55)	124.6
01-10-30175	ENTERPRISE ZONE	.00	5,743.32	20,000.00	14,256.68	28.7
01-10-30200	BUSINESS LICENSE	17,631.00	50,125.47	60,000.00	9,874.53	83.5
01-10-30211	CLERK'S OFFICE FEES	.00	1,870.97	1,500.00	(370.97)	124.7
01-10-30220	FRANCHISE FEES	.00	195,007.50	250,000.00	54,992.50	78.0
01-10-30230	CERTIFICATE OF INSPECTION	8,790.00	52,000.00	50,000.00	(2,000.00)	104.0
01-10-30235	CODE VIOLATIONS	4,900.00	9,250.00	.00	(9,250.00)	.0
01-10-30240	CONTRACTORS LICENSE	9,070.00	60,770.00	60,000.00	(770.00)	101.3
01-10-30250	DOG TAGS	70.00	1,790.00	2,500.00	710.00	71.6
01-10-30260	DONATIONS	.00	(17,774.76)	3,500.00	21,274.76	(507.9)
01-10-30280	ELEVATOR INSPECTIONS	250.00	1,032.00	3,500.00	2,468.00	29.5
01-10-30290	FINES/ FORFEITURES	.00	1,150.00	15,000.00	13,850.00	7.7
01-10-30300	FINGERPRINTS	590.00	5,959.00	5,000.00	(959.00)	119.2
01-10-30330	GRANTS	.00	389,480.71	325,000.00	(64,480.71)	119.8
01-10-30335	HEALTH INSPECTIONS	.00	1,170.00	10,000.00	8,830.00	11.7
01-10-30365	JUDGEMENTS & LIENS	5,684.00	43,514.00	45,000.00	1,486.00	96.7
01-10-30370	INTEREST	28.91	446.55	2,000.00	1,553.45	22.3
01-10-30390	LIQUOR LICENSE	6,670.00	19,546.53	55,000.00	35,453.47	35.5
01-10-30410	MAINTENANCE OF HIGHWAYS	.00	191,321.97	45,000.00	(146,321.97)	425.2
01-10-30440	MISC	29,967.85	150,032.59	145,000.00	(5,032.59)	103.5
01-10-30445	IL DEBT RECOVERY PROGRAM	460.64	36,420.86	40,000.00	3,579.14	91.1
01-10-30450	REDLIGHT REVENUE	750.00	130,256.95	130,000.00	(256.95)	100.2
01-10-30455	OCCUPANCY PERMIT	590.00	5,421.00	1,000.00	(4,421.00)	542.1
01-10-30460	PARKING FINES	9,010.00	96,855.00	100,000.00	3,145.00	96.9
01-10-30470	PARKING PERMITS	1,200.00	10,251.00	10,000.00	(251.00)	102.5
01-10-30480	VACANT BLDG REGISTRATION	4,625.00	43,600.00	50,000.00	6,400.00	87.2
01-10-30500	POLICE TOWING	5,600.00	115,788.00	100,000.00	(15,788.00)	115.8
01-10-30516	POLICE/FIRE REPORTS	(5.00)	240.00	5,000.00	4,760.00	4.8
01-10-30519	POLICE SEIZURES	.00	6,135.11	10,000.00	3,864.89	61.4
01-10-30520	COOK COUNTY PTAX -MB FINANCIAL	5,799,636.02	14,403,669.06	12,781,927.95	(1,621,741.11)	112.7
01-10-30521	POLICE TRAFFIC ENFORCEMENT	.00	6,127.75	7,500.00	1,372.25	81.7
01-10-30522	SALES TAX	218,025.26	2,268,627.64	1,700,000.00	(568,627.64)	133.5
01-10-30523	INCOME TAX	173,140.56	3,062,262.98	2,425,000.00	(637,262.98)	126.3
01-10-30524	PERS PROP REPLACE TAX	318,784.26	1,427,720.29	875,000.00	(552,720.29)	163.2
01-10-30526	LOCAL USE TAX	106,944.33	877,051.76	700,000.00	(177,051.76)	125.3
01-10-30529	TELECOMMUNICATIONS TAX	30,370.59	269,727.84	275,000.00	5,272.16	98.1
01-10-30531	COMM ED UTAX	66,884.09	713,667.02	700,000.00	(13,667.02)	102.0
01-10-30532	NI GAS UTAX	109,142.04	499,974.34	350,000.00	(149,974.34)	142.9
01-10-30540	PROPERTY TAX - POLICE PENSION	.00	.00	4,683,510.00	4,683,510.00	.0
01-10-30541	PROPERTY TAX - FIRE PENSION	.00	.00	3,513,543.00	3,513,543.00	.0
01-10-30545	VIDEO GAMING TAX	4,547.53	65,762.29	55,000.00	(10,762.29)	119.6
01-10-30547	CANNABIS USE TAX	3,455.71	33,739.74	30,000.00	(3,739.74)	112.5
01-10-30550	REIMBURSEMENTS TO VILLAGE	87,878.48	759,216.47	150,000.00	(609,216.47)	506.1
01-10-30590	SALE OF PROPERTY	134,009.00	153,031.00	150,000.00	(3,031.00)	102.0

VILLAGE OF MAYWOOD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
01-10-30600 SPECIAL SIGNS	.00	543.90	750.00	206.10	72.5
01-10-30620 SUMMARY ABATEMENT	.00	.00	1,000.00	1,000.00	.0
01-10-30630 TRANSFER STAMPS	25,644.00	320,153.47	275,000.00	(45,153.47)	116.4
01-10-30650 VEHICLE STICKERS	6,107.50	87,680.50	200,000.00	112,319.50	43.8
01-10-30660 VENDING PERMITS	.00	240.00	.00	(240.00)	.0
01-10-30720 ZBA HEARINGS	.00	2,200.00	2,000.00	(200.00)	110.0
01-10-30730 ZONING MAPS	150.00	3,950.00	3,250.00	(700.00)	121.5
01-10-30760 50 / 50 SIDEWALK	.00	12,615.15	15,000.00	2,384.85	84.1
TOTAL CORPORATE	7,341,603.91	28,398,220.65	31,825,980.95	3,427,760.30	89.2
SPECIAL EVENT REVENUE					
01-21-30602 MAYWOOD FEST	.00	19,038.00	.00	(19,038.00)	.0
TOTAL SPECIAL EVENT REVENUE	.00	19,038.00	.00	(19,038.00)	.0
TOTAL FUND REVENUE	7,341,603.91	28,417,258.65	31,825,980.95	3,408,722.30	89.3

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>VILLAGE CLERK</u>					
01-11-40100	8,890.52	106,589.44	115,568.96	8,979.52	92.2
01-11-40310	.00	2,229.28	2,230.00	.72	100.0
01-11-40400	637.12	7,851.59	8,841.03	989.44	88.8
01-11-40410	68.04	1,847.09	4,629.11	2,782.02	39.9
01-11-40415	3,183.86	35,022.46	45,540.46	10,518.00	76.9
01-11-53000	.00	12,317.25	20,000.00	7,682.75	61.6
01-11-53100	.00	1,700.00	100.00	(1,600.00)	1700.0
01-11-53800	.00	.00	550.00	550.00	.0
01-11-54500	.00	2,849.72	4,500.00	1,650.28	63.3
01-11-55100	.00	200.65	450.00	249.35	44.6
01-11-55200	.00	.00	50.00	50.00	.0
01-11-55410	.00	337.03	800.00	462.97	42.1
01-11-55500	.00	110.00	500.00	390.00	22.0
01-11-56100	.00	995.85	1,300.00	304.15	76.6
01-11-56300	.00	1,773.60	1,800.00	26.40	98.5
01-11-56400	.00	.00	1,000.00	1,000.00	.0
01-11-60100	.00	1,296.67	3,100.00	1,803.33	41.8
01-11-60800	.00	.00	200.00	200.00	.0
01-11-61714	.00	1,345.45	8,500.00	7,154.55	15.8
TOTAL VILLAGE CLERK	12,779.54	176,466.08	219,659.56	43,193.48	80.3
<u>VILLAGE MANAGER</u>					
01-12-40100	10,153.94	198,287.26	203,150.16	4,862.90	97.6
01-12-40310	.00	4,307.32	4,400.00	92.68	97.9
01-12-40400	815.06	15,430.26	14,775.99	(654.27)	104.4
01-12-40410	87.32	3,361.81	8,691.76	5,329.95	38.7
01-12-40415	.00	23,230.81	32,208.43	8,977.62	72.1
01-12-40417	.00	918.09	3,500.00	2,581.91	26.2
01-12-51300	500.00	3,244.00	3,500.00	256.00	92.7
01-12-52400	13,850.00	30,806.50	36,000.00	5,193.50	85.6
01-12-53800	.00	.00	1,000.00	1,000.00	.0
01-12-54500	.00	6,594.13	10,600.00	4,005.87	62.2
01-12-55100	.00	106.71	400.00	293.29	26.7
01-12-55200	.00	.00	100.00	100.00	.0
01-12-55410	.00	1,014.55	1,000.00	(14.55)	101.5
01-12-55500	.00	356.03	500.00	143.97	71.2
01-12-56100	.00	2,748.13	3,000.00	251.87	91.6
01-12-56300	.00	1,271.13	6,500.00	5,228.87	19.6
01-12-56700	.00	4,747.92	20,000.00	15,252.08	23.7
01-12-60100	.00	3,651.41	5,000.00	1,348.59	73.0
01-12-61700	.00	.00	5,000.00	5,000.00	.0
01-12-62610	.00	166.00	1,500.00	1,334.00	11.1
TOTAL VILLAGE MANAGER	25,406.32	300,242.06	360,826.34	60,584.28	83.2

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FINANCE</u>					
01-14-40100 STRAIGHT TIME	22,679.31	267,375.72	302,058.92	34,683.20	88.5
01-14-40200 OVERTIME	26.18	890.87	3,000.00	2,109.13	29.7
01-14-40310 SICK BUY BACK	.00	4,430.96	4,431.00	.04	100.0
01-14-40400 FICA TAXES	1,620.57	19,616.59	23,872.51	4,255.92	82.2
01-14-40410 I.M.R.F.	195.12	5,208.21	9,042.65	3,834.44	57.6
01-14-40415 HEALTH/LIFE/VISION INSURANCE	8,536.82	90,932.05	106,178.50	15,246.45	85.6
01-14-52400 CONTRACTUAL/PROF SERVICES	52.18	91,945.64	123,252.91	31,307.27	74.6
01-14-54500 EQUIPMENT RENTAL/LEASE	.00	14,627.39	11,000.00	(3,627.39)	133.0
01-14-55100 POSTAGE	.00	12,740.66	7,500.00	(5,240.66)	169.9
01-14-55200 COURIER SERVICES	.00	.00	500.00	500.00	.0
01-14-55400 TELEPHONE	.00	966.14	.00	(966.14)	.0
01-14-56100 MEMBERSHIP & DUES	.00	674.99	2,500.00	1,825.01	27.0
01-14-56300 TRAINING/SEMINARS	.00	205.00	7,000.00	6,795.00	2.9
01-14-56400 TUITION REIMBURSEMENT	.00	.00	2,500.00	2,500.00	.0
01-14-60100 OFFICE SUPPLIES	.00	5,305.63	8,000.00	2,694.37	66.3
01-14-61850 LIBRARY-PERSONAL PROPERTY TAX	.00	55,388.15	106,887.62	51,499.47	51.8
01-14-61875 BANK FEES	.00	6,147.47	10,000.00	3,852.53	61.5
TOTAL FINANCE	33,110.18	576,455.47	727,724.11	151,268.64	79.2
<u>LAW</u>					
01-15-52400 CONTRACTUAL/PROF SERVICES	.00	340,781.00	300,000.00	(40,781.00)	113.6
01-15-53800 ADVERTISING	.00	10,851.00	12,500.00	1,649.00	86.8
01-15-56100 MEMBERSHIP & DUES	455.00	455.00	.00	(455.00)	.0
01-15-56600 REFERENCE MATERIAL	.00	.00	500.00	500.00	.0
01-15-59900 FILING FEES	.00	6,458.00	7,500.00	1,042.00	86.1
TOTAL LAW	455.00	358,545.00	320,500.00	(38,045.00)	111.9
<u>MANAGEMENT INFORMATION SYSTE</u>					
01-18-51700 COMPUTER CONSULTANT	6,898.00	79,357.00	95,000.00	15,643.00	83.5
01-18-54700 SERVICE AGREEMENT	.00	.00	15,771.00	15,771.00	.0
01-18-55400 TELEPHONE	.00	.00	300,000.00	300,000.00	.0
01-18-56500 SUBSCRIPTIONS	(4,810.00)	19,609.72	25,700.00	6,090.28	76.3
01-18-60100 OFFICE/COMPUTER SUPPLIES	.00	1,130.60	3,000.00	1,869.40	37.7
01-18-61100 COMPUTER SOFTWARE	.00	3,502.47	5,727.00	2,224.53	61.2
01-18-80100 COMPUTERS	1,625.97	10,049.83	15,000.00	4,950.17	67.0
TOTAL MANAGEMENT INFORMATION	3,713.97	113,649.62	460,198.00	346,548.38	24.7

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CENTRAL SERVICES</u>					
01-19-55400 TELEPHONE	88,415.65	435,996.89	125,000.00	(310,996.89)	348.8
01-19-58000 HEALTH INSURANCE	127,099.79	1,318,451.85	540,000.00	(778,451.85)	244.2
TOTAL CENTRAL SERVICES	215,515.44	1,754,448.74	665,000.00	(1,089,448.74)	263.8
<u>PRESIDENT & TRUSTEES</u>					
01-20-40100 REGULAR SALARIES	11,530.80	137,983.36	151,359.44	13,376.08	91.2
01-20-40310 SICK BUY BACK	.00	1,615.39	1,617.00	1.61	99.9
01-20-40400 FICA TAXES	880.28	10,291.48	11,334.50	1,043.02	90.8
01-20-40410 I.M.R.F.	56.62	1,365.69	2,630.67	1,264.98	51.9
01-20-40415 HEALTH/VISION/LIFE INSURANCE	135.10	2,781.56	4,560.24	1,778.68	61.0
01-20-51300 VEHICLE MAINTENANCE	.00	92.30	1,000.00	907.70	9.2
01-20-52400 CONTRACTUAL/PROF SERVICES	.00	.00	2,500.00	2,500.00	.0
01-20-54500 EQUIPMENT RENTAL	.00	381.11	2,000.00	1,618.89	19.1
01-20-55100 POSTAGE	.00	34.92	500.00	465.08	7.0
01-20-55410 CELLULAR PHONE	.00	6,364.17	7,000.00	635.83	90.9
01-20-55500 PRINTING	.00	110.00	500.00	390.00	22.0
01-20-56100 MEMBERSHIP & DUES	.00	27,600.04	30,000.00	2,399.96	92.0
01-20-56300 TRAINING/SEMINARS	.00	.00	30,000.00	30,000.00	.0
01-20-60100 OFFICE/COMPUTER SUPPLIES	.00	944.44	5,000.00	4,055.56	18.9
01-20-61700 MISCELLANEOUS	.00	1,205.56	10,000.00	8,794.44	12.1
01-20-61715 TREASURER KUPTZ	.00	.00	2,200.00	2,200.00	.0
01-20-67913 BOARD OF TRUSTEE SPONSORSHIP	188.26	188.26	5,000.00	4,811.74	3.8
01-20-71000 LEASE PAYMENTS	764.20	6,899.32	7,828.00	928.68	88.1
01-20-87000 CAPITAL OUTLAY - OVER \$5,000	.00	49,046.74	49,046.74	.00	100.0
01-20-87100 INTEREST EXPENSE	120.17	629.66	1,000.00	370.34	63.0
TOTAL PRESIDENT & TRUSTEES	13,675.43	247,534.00	325,076.59	77,542.59	76.2
<u>SPECIAL EVENT REVENUE</u>					
01-21-67908 ENVIRONMENTAL COMM	.00	(551.84)	.00	551.84	.0
TOTAL SPECIAL EVENT REVENUE	.00	(551.84)	.00	551.84	.0

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CODE ENFORCEMENT</u>					
01-23-40100 STRAIGHT TIME	38,781.20	384,730.75	438,724.38	53,993.63	87.7
01-23-40200 ALL OVERTIME	252.36	3,752.88	5,000.00	1,247.12	75.1
01-23-40310 SICK BUY BACK	.00	1,718.28	1,720.00	1.72	99.9
01-23-40400 FICA TAXES	2,830.05	28,375.68	38,534.92	10,159.24	73.6
01-23-40410 I.M.R.F.	335.67	7,278.58	22,667.60	15,389.02	32.1
01-23-40415 HEALTH/VISION/LIFE INSURANCE	11,557.34	109,237.36	98,812.90	(10,424.46)	110.6
01-23-40500 UNIFORM ALLOWANCE	.00	4,875.00	6,750.00	1,875.00	72.2
01-23-51200 MAINTENANCE EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-23-51300 MAINTENANCE VEHICLE	60.00	498.78	6,000.00	5,501.22	8.3
01-23-51800 ELEVATOR INSPECTOR	.00	4,579.00	7,000.00	2,421.00	65.4
01-23-52400 CONTRACTUAL/PROF SERVICES	8,300.00	101,099.52	85,000.00	(16,099.52)	118.9
01-23-52500 BOARD UP SERVICES	.00	.00	5,000.00	5,000.00	.0
01-23-54500 EQUIPMENT RENTAL/LEASE	.00	6,321.60	8,000.00	1,678.40	79.0
01-23-55100 POSTAGE	.00	779.46	2,500.00	1,720.54	31.2
01-23-55410 CELLULAR PHONE	.00	1,583.67	1,823.52	239.85	86.9
01-23-55500 PRINTING	665.00	4,285.00	5,000.00	715.00	85.7
01-23-56100 MEMBERSHIP & DUES	.00	271.77	3,000.00	2,728.23	9.1
01-23-56300 TRAINING/SEMINARS	.00	3,182.00	15,000.00	11,818.00	21.2
01-23-56600 REFERENCE MATERIAL	.00	248.00	3,000.00	2,752.00	8.3
01-23-60100 OFFICE SUPPLIES	.00	3,933.42	5,000.00	1,066.58	78.7
01-23-60200 ANIMAL CONTROL SUPPLIES	.00	1,074.24	2,000.00	925.76	53.7
01-23-60300 ANIMAL CONTROL IMPOUND	1,579.00	42,363.00	50,000.00	7,637.00	84.7
01-23-62610 GAS	.00	6,935.29	7,250.00	314.71	95.7
01-23-71000 LEASE PAYMENTS	.00	6,728.90	6,728.90	.00	100.0
TOTAL CODE ENFORCEMENT	64,360.62	723,852.18	825,512.22	101,660.04	87.7

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE</u>					
01-40-40100 SALARY-REGULAR	387,267.13	4,492,056.17	5,441,595.26	949,539.09	82.6
01-40-40200 ALL OVERTIME	36,086.43	369,665.96	450,000.00	80,334.04	82.2
01-40-40310 SICK BUY BACK	.00	22,648.33	23,000.00	351.67	98.5
01-40-40311 COURT TIME	712.53	1,750.84	.00	(1,750.64)	.0
01-40-40400 FICA TAXES	11,063.84	127,765.91	159,592.28	31,826.37	80.1
01-40-40410 I.M.R.F.	598.44	18,039.52	46,212.08	28,172.56	39.0
01-40-40415 HEALTH/VISION/LIFE INSURANCE	103,321.14	1,087,557.25	1,550,635.94	463,078.69	70.1
01-40-40500 UNIFORM ALLOWANCE	.00	38,962.50	45,550.00	6,587.50	85.5
01-40-40550 POLICE PENSION EXPENSE	.00	.00	4,683,510.00	4,683,510.00	.0
01-40-51100 MAINTENANCE BUILDINGS	155.00	32,916.46	50,000.00	17,083.54	65.8
01-40-51200 MAINTENANCE EQUIPMENT	1,336.59	3,751.82	20,000.00	16,248.18	18.8
01-40-51300 MAINTENANCE VEHICLE	7,227.28	52,524.56	70,000.00	17,475.44	75.0
01-40-52400 CONTRACTUAL/PROF SERVICES	7,390.00	117,504.42	89,200.00	(28,304.42)	131.7
01-40-54500 EQUIPMENT RENTAL/LEASE	310.21	9,379.56	26,000.00	16,620.44	36.1
01-40-55100 POSTAGE	.00	14,456.76	15,500.00	1,043.24	93.3
01-40-55400 TELEPHONE	.00	603.25	.00	(603.25)	.0
01-40-55410 CELLULAR PHONE	.00	10,982.94	18,000.00	7,017.06	61.0
01-40-55500 PRINTING	.00	6,185.66	9,000.00	2,814.34	68.7
01-40-56100 MEMBERSHIP & DUES	.00	2,210.00	20,000.00	17,790.00	11.1
01-40-56300 TRAINING	10,045.28	27,952.89	34,900.00	6,947.11	80.1
01-40-56500 EDUCATION REIMBURSEMENT	.00	.00	20,000.00	20,000.00	.0
01-40-56600 REFERENCE MATERIAL	.00	159.00	500.00	341.00	31.8
01-40-60100 OFFICE SUPPLIES	100.58	11,267.27	15,000.00	3,732.73	75.1
01-40-60400 PROGRAM SUPPLIES	.00	1,383.67	9,000.00	7,616.33	15.4
01-40-61000 FOOD	.00	853.27	5,000.00	4,146.73	17.1
01-40-61500 UNIFORMS	192.50	3,267.53	5,000.00	1,732.47	65.4
01-40-61700 MISC - SEIZURE EXPENSES	2,186.80	4,071.11	.00	(4,071.11)	.0
01-40-62000 EXPLORER POST	.00	.00	1,000.00	1,000.00	.0
01-40-62610 REGULAR GAS	.00	61,662.71	50,000.00	(11,662.71)	123.3
01-40-71000 LEASE PAYMENTS	.00	65,390.85	67,569.80	2,178.95	96.8
01-40-87000 CAPITAL OUTLAY-OVER \$5,000	.00	283,077.63	300,000.00	16,922.37	94.4
01-40-87100 INTEREST EXPENSE	.00	3,570.95	3,700.00	129.05	96.5
01-40-88000 HOMELAND SECURITY	.00	.00	25,000.00	25,000.00	.0
TOTAL POLICE	567,995.75	6,871,618.59	13,254,465.36	6,382,846.77	51.8

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
01-41-40100 SALARY-REGULAR	299,907.87	3,544,082.34	3,790,496.31	246,413.97	93.5
01-41-40200 ALL OVERTIME	24,012.76	279,046.78	300,000.00	20,953.22	93.0
01-41-40310 SICK BUY BACK	.00	67,539.91	67,600.00	60.09	99.9
01-41-40320 EMT PAY	2,240.00	27,180.00	33,000.00	5,820.00	82.4
01-41-40400 FICA TAXES	5,057.26	60,728.76	62,109.28	1,380.52	97.8
01-41-40410 I.M.R.F.	73.38	1,960.21	4,991.28	3,031.07	39.3
01-41-40415 HEALTH/VISION/LIFE INSURANCE	73,541.46	812,153.35	922,262.75	110,109.40	88.1
01-41-40450 EMPLOYEE PHYSICALS	.00	1,326.00	13,000.00	11,674.00	10.2
01-41-40500 UNIFORM ALLOWANCE	.00	12,872.19	15,000.00	2,127.81	85.8
01-41-40550 FIRE PENSION EXPENSE	.00	.00	3,513,543.00	3,513,543.00	.0
01-41-51100 MAINTENANCE BUILDINGS	2,949.21	7,067.49	22,000.00	14,932.51	32.1
01-41-51200 MAINTENANCE EQUIPMENT	870.02	9,552.32	20,000.00	10,447.68	47.8
01-41-51300 MAINTENANCE VEHICLE	2,582.51	41,394.56	85,000.00	43,605.44	48.7
01-41-52400 CONTRACTUAL/PROF SERVICES	.00	1,049.61	20,000.00	18,950.39	5.3
01-41-54500 EQUIPMENT RENTAL/LEASE	.00	1,511.00	3,500.00	1,989.00	43.2
01-41-55100 POSTAGE	.00	99.54	500.00	400.46	19.9
01-41-55400 TELEPHONE	.00	2,223.20	.00	(2,223.20)	.0
01-41-55410 CELLULAR PHONE	.00	1,058.68	3,500.00	2,441.32	30.3
01-41-55500 PRINTING	.00	290.00	2,000.00	1,710.00	14.5
01-41-56100 MEMBERSHIP & DUES	.00	5,021.00	15,000.00	9,979.00	33.5
01-41-56300 TRAINING/SEMINARS	3,927.60	13,056.16	25,000.00	11,943.84	52.2
01-41-60100 OFFICE SUPPLIES	542.92	1,206.26	1,500.00	293.74	80.4
01-41-60300 JANITORIAL SUPPLIES	288.95	1,099.02	3,000.00	1,900.98	36.6
01-41-60700 COMPUTER SUPPLIES	.00	130.19	15,000.00	14,869.81	.9
01-41-60710 FIRE SAFETY EDUCATION	.00	846.54	3,000.00	2,153.46	28.2
01-41-60800 PHOTOGRAPH SUPPLIES	.00	.00	500.00	500.00	.0
01-41-61500 UNIFORMS	594.00	2,386.15	1,500.00	(886.15)	159.1
01-41-62600 FUEL	.00	29,668.78	30,000.00	331.22	98.9
01-41-63000 MEDICAL SUPPLIES	2,550.77	29,525.63	30,000.00	474.37	98.4
01-41-63200 RADIO MAINTENANCE	.00	1,627.14	15,000.00	13,372.86	10.9
01-41-71000 LEASE PAYMENTS	55,248.23	222,106.46	236,158.30	14,051.84	94.1
01-41-87000 CAPITAL OUTLAY-OVER \$5,000	.00	292,812.00	298,874.55	6,062.55	98.0
01-41-87100 INTEREST EXPENSE	2,579.88	14,051.84	12,000.00	(2,051.84)	117.1
TOTAL FIRE	476,966.82	5,484,673.11	9,565,035.47	4,080,362.36	57.3
<u>POLICE & FIRE COMMISSION</u>					
01-42-52400 CONTRACTUAL/PROF SERVICES	6,724.10	28,704.88	45,000.00	16,295.12	63.8
01-42-53300 COMMISSIONERS	1,600.00	15,500.00	19,200.00	3,700.00	80.7
01-42-55100 POSTAGE	.00	.00	300.00	300.00	.0
01-42-55500 PRINTING	.00	.00	500.00	500.00	.0
01-42-56100 MEMBERSHIP & DUES	.00	875.00	500.00	(375.00)	175.0
01-42-56300 TRAINING/SEMINARS	.00	2,496.90	5,000.00	2,503.10	49.9
01-42-60100 OFFICE SUPPLIES	.00	155.02	1,000.00	844.98	15.5
TOTAL POLICE & FIRE COMMISSION	8,324.10	47,731.80	71,500.00	23,768.20	66.8

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
01-50-40100 STRAIGHT TIME	38,186.71	379,042.34	382,268.17	3,225.83	99.2
01-50-40200 ALL OVERTIME	.00	.00	10,000.00	10,000.00	.0
01-50-40310 SICK BUY BACK	.00	3,072.66	3,100.00	27.34	99.1
01-50-40400 FICA TAXES	2,754.83	27,425.83	29,243.52	1,817.69	93.8
01-50-40410 I.M.R.F.	328.14	7,220.72	17,202.07	9,981.35	42.0
01-50-40415 HEALTH/VISION/LIFE INSURANCE	12,161.38	133,363.02	150,122.86	16,759.84	88.8
01-50-40500 UNIFORM ALLOWANCE	.00	.00	1,200.00	1,200.00	.0
01-50-51100 MAINTENANCE BUILDINGS	1,122.00	11,066.47	10,000.00	(1,066.47)	110.7
01-50-51200 MAINTENANCE EQUIPMENT	.00	18,374.93	65,000.00	46,625.07	28.3
01-50-51300 MAINTENANCE VEHICLE	.00	109,216.35	130,000.00	20,783.65	84.0
01-50-52100 MAINTENANCE ELECTRICAL	3,073.84	166,267.80	180,500.00	14,232.20	92.1
01-50-52400 CONTRACTUAL/PROF SERVICES	2,458.00	733,904.10	689,500.00	(44,404.10)	106.4
01-50-54500 EQUIPMENT RENTAL	.00	5,341.23	20,000.00	14,658.77	26.7
01-50-55100 POSTAGE	.00	53.06	250.00	196.94	21.2
01-50-55400 TELEPHONE	119.85	356.55	.00	(356.55)	.0
01-50-55410 CELLULAR PHONE	.00	868.41	2,100.00	1,231.59	41.4
01-50-55500 PRINTING	.00	.00	150.00	150.00	.0
01-50-56100 MEMBERSHIP & DUES	.00	825.00	3,600.00	2,775.00	22.9
01-50-56300 TRAINING/SEMINARS	.00	2,710.00	6,600.00	3,890.00	41.1
01-50-60100 OFFICE SUPPLIES	.00	1,227.69	1,600.00	372.31	76.7
01-50-60300 JANITORIAL SUPPLIES	.00	5,115.10	10,000.00	4,884.90	51.2
01-50-60600 OTHER SUPPLIES	1,435.70	11,941.09	17,000.00	5,058.91	70.2
01-50-61500 UNIFORMS	819.70	10,997.18	10,423.04	(574.14)	105.5
01-50-62200 MAINTENANCE SUPPLIES	153.51	17,094.21	25,000.00	7,905.79	68.4
01-50-62610 GASOLINE	.00	57,470.43	60,000.00	2,529.57	95.8
01-50-62650 ELECTRIC	.00	165.44	4,000.00	3,834.56	4.1
01-50-62670 HEAT	.00	3,143.27	9,000.00	5,856.73	34.9
01-50-71000 LEASE PAYMENTS	2,177.20	108,055.99	121,637.34	13,581.35	88.8
01-50-87100 INTEREST EXPENSE	188.80	6,737.88	7,000.00	262.12	96.3
 TOTAL PUBLIC WORKS	 64,979.66	 1,821,056.75	 1,966,497.00	 145,440.25	 92.6

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LAND & BUILDINGS</u>					
01-53-40100 STRAIGHT ITME	22,421.16	250,019.17	272,349.79	22,330.62	91.8
01-53-40200 ALL OVERTIME	.00	.00	10,000.00	10,000.00	.0
01-53-40310 SICK BUY BACK	.00	1,327.68	3,700.00	2,372.32	35.9
01-53-40400 FICA TAXES	1,620.72	18,188.36	20,834.76	2,646.40	87.3
01-53-40410 I.M.R.F.	192.82	4,741.00	12,255.74	7,514.74	38.7
01-53-40415 HEALTH/VISION/LIFE INSURANCE	7,001.06	76,385.80	100,114.56	23,728.76	76.3
01-53-51200 MAINTENANCE EQUIPMENT	1,598.91	12,699.06	18,000.00	5,300.94	70.6
01-53-51300 MAINTENANCE VEHICLE	.00	10,184.29	5,000.00	(5,184.29)	203.7
01-53-52400 CONTRACTUAL SERVICES	7,500.00	92,859.28	90,294.24	(2,565.04)	102.8
01-53-54500 EQUIPMENT RENTAL	.00	3,301.24	3,500.00	198.76	94.3
01-53-55300 CELLULAR PHONES	.00	144.34	816.00	671.66	17.7
01-53-60300 JANITORIAL SUPPLIES	.00	4,939.88	6,000.00	1,060.12	82.3
01-53-61500 UNIFORMS	631.20	7,157.83	5,062.20	(2,095.63)	141.4
01-53-62200 MAINTENANCE SUPPLIES	70.95	7,988.17	10,000.00	2,011.83	79.9
01-53-87000 CAPITAL OUTLAY-OVER \$5,000	.00	16,512.82	14,000.00	(2,512.82)	118.0
TOTAL LAND & BUILDINGS	41,036.82	506,448.92	571,927.29	65,478.37	88.6
<u>COMMUNITY DEVELOPMENT</u>					
01-54-40100 STRAIGHT TIME	12,264.57	112,553.03	135,800.32	23,247.29	82.9
01-54-40310 SICK BUY BACK	.00	696.16	700.00	3.84	99.5
01-54-40400 FICA TAXES	932.01	8,546.75	14,213.74	5,666.99	60.1
01-54-40410 I.M.R.F.	66.50	2,165.79	8,361.02	6,195.23	25.9
01-54-40415 HEALTH/VISION/LIFE INSURANCE	421.22	7,691.38	24,439.27	16,747.89	31.5
01-54-51300 MAINTENANCE VEHICLE	.00	1,504.58	2,000.00	495.42	75.2
01-54-52400 CONTRACTUAL/ PROF SERVICES	.00	9,214.80	40,000.00	30,785.20	23.0
01-54-53800 ADVERTISING	.00	.00	2,000.00	2,000.00	.0
01-54-55100 POSTAGE	.00	402.39	2,000.00	1,597.61	20.1
01-54-55410 CELLULAR PHONE	.00	844.24	500.00	(344.24)	168.9
01-54-55500 PRINTING	392.50	549.36	1,200.00	650.64	45.8
01-54-56100 MEMBERSHIP & DUES	.00	.00	2,000.00	2,000.00	.0
01-54-56200 TRAVEL	.00	35.00	500.00	465.00	7.0
01-54-56300 TRAINING/SEMINARS	.00	367.30	5,000.00	4,632.70	7.4
01-54-56600 REFERENCE MATERIAL	.00	.00	250.00	250.00	.0
01-54-60100 OFFICE/COMPUTER SUPPLIES	2,139.40	4,941.25	6,000.00	1,058.75	82.4
01-54-62610 GAS	.00	43.29	750.00	706.71	5.8
01-54-87002 TREE REPLACEMENT PROGRAM	.00	14,100.00	25,000.00	10,900.00	56.4
TOTAL COMMUNITY DEVELOPMENT	16,216.20	163,655.32	270,714.35	107,059.03	60.5

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HUMAN RESOURCES</u>					
01-56-40100 STRAIGHT TIME	16,683.52	167,608.79	197,529.34	29,920.55	84.9
01-56-40310 SICK BUY BACK	.00	1,333.44	1,400.00	66.56	95.3
01-56-40400 FICA TAXES	1,266.26	12,112.41	18,170.99	6,058.58	66.7
01-56-40410 I.M.R.F.	132.73	3,004.34	10,688.82	7,684.48	28.1
01-56-40415 HEALTH/VISION/LIFE INSURANCE	742.38	16,123.42	23,263.44	7,140.02	69.3
01-56-40550 UNEMPLOYMENT INSURANCE	.00	.00	10,000.00	10,000.00	.0
01-56-40900 EMPLOYEE SOCIAL	799.94	8,165.02	10,000.00	1,834.98	81.7
01-56-52400 CONTRACTUAL/PROF SERVICES	1,007.00	43,101.95	85,560.00	42,458.05	50.4
01-56-53800 ADVERTISING	144.00	799.00	1,000.00	201.00	79.9
01-56-55100 POSTAGE	.00	18.54	150.00	131.46	12.4
01-56-55200 COURIER SERVICES	.00	.00	100.00	100.00	.0
01-56-55410 CELLULAR PHONE	.00	506.55	918.48	411.93	55.2
01-56-55500 PRINTING	232.00	348.00	200.00	(148.00)	174.0
01-56-56100 MEMBERSHIP & DUES	.00	233.99	505.00	271.01	46.3
01-56-56300 TRAINING/SEMINARS	50.00	135.00	3,000.00	2,865.00	4.5
01-56-56600 REFERENCE MATERIAL	.00	.00	1,350.00	1,350.00	.0
01-56-59100 LIABILITY INSURANCE	.00	697,149.21	761,173.00	64,023.79	91.6
01-56-59400 FIDELITY BONDS	.00	297.50	2,000.00	1,702.50	14.9
01-56-59500 CLAIMS PAYMENT	550,483.63	1,511,870.14	1,000,000.00	(511,870.14)	151.2
01-56-59800 WORKER'S COMP INSURANCE	.00	.00	168,274.00	168,274.00	.0
01-56-60100 OFFICE SUPPLIES	234.40	3,641.06	2,000.00	(1,641.06)	182.1
01-56-61500 UNIFORM ALLOWANCE	.00	1,125.00	1,125.00	.00	100.0
01-56-61700 MISC.	.00	.00	5,000.00	5,000.00	.0
TOTAL HUMAN RESOURCES	571,775.86	2,467,573.36	2,303,408.07	(164,165.29)	107.1
TOTAL FUND EXPENDITURES	2,116,311.71	21,613,399.16	31,908,044.36	10,294,645.20	67.7
NET REVENUE OVER EXPENDITURES	5,225,292.20	6,803,859.49	(82,063.41)	(6,885,922.90)	8291.0

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

MOTOR FUEL TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOTOR FUEL TAX</u>						
12-10-30370	INTEREST INCOME	.00	.00	300.00	300.00	.0
12-10-30420	MOTOR FUEL TAX	56,570.26	878,670.07	362,488.00	(516,182.07)	242.4
12-10-30430	REBUILD ILLINOIS CAPITAL PLAN	264,604.30	529,208.60	528,000.00	(1,208.60)	100.2
TOTAL MOTOR FUEL TAX		321,174.56	1,407,878.67	890,788.00	(517,090.67)	158.1
TOTAL FUND REVENUE		321,174.56	1,407,878.67	890,788.00	(517,090.67)	158.1

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

MOTOR FUEL TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOTOR FUEL TAX</u>					
12-10-40110 SALARY	11,239.67	135,821.38	132,600.00	(3,221.38)	102.4
12-10-40200 OVERTIME	.00	.00	2,500.00	2,500.00	.0
12-10-40310 SICK BUY BACK	.00	.00	3,500.00	3,500.00	.0
12-10-40400 FICA TAXES	798.10	9,717.09	10,143.90	426.81	95.8
12-10-40410 IMRF	96.66	1,865.89	5,967.00	4,101.11	31.3
12-10-40415 HEALTH/VISION/LIFE INSURANCE	4,573.80	32,634.40	65,420.78	32,786.38	49.9
12-10-80000 CAPITAL	.00	.00	528,000.00	528,000.00	.0
12-10-89013 GENERAL MAINTENANCE	4,208.80	161,618.97	142,656.00	(18,962.97)	113.3
TOTAL MOTOR FUEL TAX	20,917.03	341,657.73	890,787.68	549,129.95	38.4
TOTAL FUND EXPENDITURES	20,917.03	341,657.73	890,787.68	549,129.95	38.4
NET REVENUE OVER EXPENDITURES	300,257.53	1,066,220.94	.32	(1,066,220.62)	33319

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

CONTINENTAL COMMUNITY E911

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>E911</u>					
14-10-30370 INTEREST	.00	.03	.00	(.03)	.0
TOTAL E911	.00	.03	.00	(.03)	.0
TOTAL FUND REVENUE	.00	.03	.00	(.03)	.0
NET REVENUE OVER EXPENDITURES	.00	.03	.00	(.03)	.0

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

RECREATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
15-10-30440 GRANT REVENUE	.00	.00	333,000.00	333,000.00	.0
15-10-30520 PROPERTY TAX REVENUE	.00	.00	150,000.00	150,000.00	.0
TOTAL RECREATION	.00	.00	483,000.00	483,000.00	.0
<u>RECREATION SERVICES</u>					
15-61-30540 RECREATION FEES	.00	1,635.00	.00	(1,635.00)	.0
TOTAL RECREATION SERVICES	.00	1,635.00	.00	(1,635.00)	.0
TOTAL FUND REVENUE	.00	1,635.00	483,000.00	481,365.00	.3

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

RECREATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & RECREATION</u>					
15-60-52400 CONTRACTUAL/PROF SERVICES	.00	9,337.72	438,000.00	428,662.28	2.1
15-60-54500 EQUIPMENT RENTAL/LEASE	.00	.00	3,500.00	3,500.00	.0
15-60-55400 TELEPHONE	.00	2,458.69	4,000.00	1,541.31	61.5
15-60-60000 GRABT EXPENSE	.00	.00	35,000.00	35,000.00	.0
15-60-62650 ELECTRIC	.00	39.44	1,000.00	960.56	3.9
15-60-62670 HEAT	.00	671.99	1,500.00	828.01	44.8
TOTAL PARKS & RECREATION	.00	12,507.84	483,000.00	470,492.16	2.6
TOTAL FUND EXPENDITURES	.00	12,507.84	483,000.00	470,492.16	2.6
NET REVENUE OVER EXPENDITURES	.00	(10,872.84)	.00	10,872.84	.0

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

CDBG

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CDBG</u>					
21-10-30800 WARREN ST. 19TH AVE. - 21ST AV	.00	.00	200,000.00	200,000.00	.0
TOTAL CDBG	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND REVENUE	.00	.00	200,000.00	200,000.00	.0

VILLAGE OF MAYWOOD
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

CDBG

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CDBG</u>					
21-10-87200 10-030 CDBG 20TH AVE	.00	479,046.57	.00	(479,046.57)	.0
21-10-87506 WARREN ST. 19TH AVE. - 21ST AV	.00	.00	200,000.00	200,000.00	.0
TOTAL CDBG	.00	479,046.57	200,000.00	(279,046.57)	239.5
TOTAL FUND EXPENDITURES	.00	479,046.57	200,000.00	(279,046.57)	239.5
NET REVENUE OVER EXPENDITURES	.00	(479,046.57)	.00	479,046.57	.0

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

FEDERAL GRANTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET		UNEXPENDED	PCNT
<u>FEDERAL GRANT FUNDS</u>						
22-10-30300 COPS HIRING RECOVERY PROGRAM	.00	191,612.76	.00	(191,612.76)	.0
22-10-30700 AMERICAN RESCURE PLAN ACT	.00	1,574,098.00	1,574,098.00		.00	100.0
TOTAL FEDERAL GRANT FUNDS	.00	1,765,710.76	1,574,098.00	(191,612.76)	112.2
TOTAL FUND REVENUE	.00	1,765,710.76	1,574,098.00	(191,612.76)	112.2

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

FEDERAL GRANTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
22-36-52400 CONTRACTUAL /PROF SERVICES	8.00	2,259.00	.00	(2,259.00)	.0
22-36-56300 TRAINING	.00	310.00	.00	(310.00)	.0
22-36-60600 OTHER SUPPLIES	.00	(1,133.27)	.00	1,133.27	.0
TOTAL DEPARTMENT 36	8.00	1,435.73	.00	(1,435.73)	.0
TOTAL FUND EXPENDITURES	8.00	1,435.73	.00	(1,435.73)	.0
NET REVENUE OVER EXPENDITURES	(8.00)	1,764,275.03	1,574,098.00	(190,177.03)	112.1

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

2015 BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>2015 BOND FUND</u>					
30-10-30370 INTEREST	4.90	158.13	131,000.00	130,841.87	.1
30-10-30520 PROPERTY TAXES	.00	1,371,705.33	2,620,000.00	1,248,294.67	52.4
TOTAL 2015 BOND FUND	4.90	1,371,863.46	2,751,000.00	1,379,136.54	49.9
TOTAL FUND REVENUE	4.90	1,371,863.46	2,751,000.00	1,379,136.54	49.9

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

2015 BOND FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>2015 BOND FUND</u>						
30-10-70000	PRINCIPAL PAYMENT	.00	2,620,000.00	2,620,000.00	.00	100.0
30-10-70001	INTEREST	.00	131,000.00	131,000.00	.00	100.0
TOTAL 2015 BOND FUND		.00	2,751,000.00	2,751,000.00	.00	100.0
TOTAL FUND EXPENDITURES		.00	2,751,000.00	2,751,000.00	.00	100.0
NET REVENUE OVER EXPENDITURES		4.90	(1,379,136.54)	.00	1,379,136.54	.0

VILLAGE OF MAYWOOD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

WATER, SEWER & GARBAGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER COLLECTIONS</u>					
41-55-30370 INTEREST	.00	.00	500.00	500.00	.0
41-55-30600 SALE OF WATER METERS	2,468.00	15,708.54	25,000.00	9,291.46	62.8
41-55-30700 WATER DEPOSITS	(700.00)	(7,600.00)	(10,000.00)	(2,400.00)	(76.0)
41-55-30710 WATER SALES	473,932.08	6,049,572.21	7,200,000.00	1,150,427.79	84.0
41-55-30711 PENALTIES	32,606.45	316,546.25	350,000.00	33,453.75	90.4
41-55-30716 TURNING WATER BACK ON	2,725.00	18,700.00	25,000.00	6,300.00	74.8
41-55-30750 SEWER REVENUE	22,336.13	291,019.60	324,000.00	32,980.40	89.8
41-55-30800 GARBAGE REVENUE	152,941.60	1,700,586.45	2,067,647.04	367,060.59	82.3
41-55-30900 REIMBURSEMENTS TO WATER FUND	.00	217.40	.00	(217.40)	.0
TOTAL WATER COLLECTIONS	686,309.26	8,384,750.45	9,982,147.04	1,597,396.59	84.0
TOTAL FUND REVENUE	686,309.26	8,384,750.45	9,982,147.04	1,597,396.59	84.0

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

WATER, SEWER & GARBAGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUMP STATION OPERATIONS</u>					
41-51-40100	6,089.60	72,103.21	79,156.90	7,053.69	91.1
41-51-40200	199.82	425.93	1,500.00	1,074.07	28.4
41-51-40310	.00	1,826.88	1,850.00	23.12	98.8
41-51-40400	448.85	5,333.00	6,055.50	722.50	88.1
41-51-40410	54.09	1,407.66	3,562.06	2,154.40	39.5
41-51-40415	2,391.94	26,177.85	34,201.44	8,023.59	76.5
41-51-51100	.00	1,600.00	6,000.00	4,400.00	26.7
41-51-51200	5,983.11	25,230.68	17,500.00	(7,730.68)	144.2
41-51-51300	.00	26.24	.00	(26.24)	.0
41-51-52400	.00	10,301.00	12,500.00	2,199.00	82.4
41-51-55300	.00	213.86	218.64	4.78	97.8
41-51-55400	.00	2,350.57	.00	(2,350.57)	.0
41-51-55500	.00	.00	500.00	500.00	.0
41-51-61500	95.45	1,250.59	1,300.00	49.41	96.2
41-51-62200	.00	712.86	3,000.00	2,287.14	23.8
41-51-62650	.00	.00	1,200.00	1,200.00	.0
41-51-62670	.00	787.17	2,400.00	1,612.83	32.8
TOTAL PUMP STATION OPERATIONS	15,262.86	149,747.50	170,944.54	21,197.04	87.6
<u>WATER & SEWER MAINTENANCE</u>					
41-52-40100	27,072.80	321,192.64	346,693.52	25,500.88	92.6
41-52-40200	3,124.44	33,038.79	25,000.00	(8,038.79)	132.2
41-52-40310	.00	5,188.40	5,200.00	11.60	99.8
41-52-40400	2,175.56	26,015.98	26,522.05	506.07	98.1
41-52-40410	259.72	6,799.92	15,601.21	8,801.29	43.6
41-52-40415	9,964.80	108,979.07	121,417.86	12,438.79	89.8
41-52-51200	.00	3,989.39	5,550.00	1,560.61	71.9
41-52-51300	257.50	51,833.22	39,000.00	(12,833.22)	132.9
41-52-52400	1,802.00	536,137.82	575,000.00	38,862.18	93.2
41-52-53400	5,295.00	187,950.36	190,000.00	2,049.64	98.9
41-52-54500	.00	6,614.10	10,000.00	3,385.90	66.1
41-52-55300	.00	463.78	1,272.00	808.22	36.5
41-52-56300	.00	.00	3,000.00	3,000.00	.0
41-52-60600	47.87	60,292.63	42,000.00	(18,292.63)	143.6
41-52-61500	550.00	8,249.53	7,783.48	(466.05)	106.0
41-52-61700	.00	.00	57,000.00	57,000.00	.0
41-52-62200	.00	8,664.05	12,500.00	3,835.95	69.3
41-52-62610	.00	.00	5,000.00	5,000.00	.0
41-52-87000	.00	30,426.15	32,861.66	2,435.51	92.6
41-52-87001	3,400.00	19,350.00	50,000.00	30,650.00	38.7
TOTAL WATER & SEWER MAINTENAN	53,949.69	1,415,185.83	1,571,401.78	156,215.95	90.1

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

WATER, SEWER & GARBAGE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER COLLECTIONS</u>					
41-55-40100 STRAIGHT TIME	15,567.85	186,465.32	292,896.48	106,431.16	63.7
41-55-40200 ALL OVERTIME	.00	1,718.30	2,500.00	781.70	68.7
41-55-40310 SICK BUY BACK	.00	2,499.27	2,500.00	.73	100.0
41-55-40400 FICA TAXES	1,114.32	13,722.51	22,406.50	8,683.99	61.2
41-55-40410 I.M.R.F.	133.68	3,676.30	13,180.20	9,503.90	27.9
41-55-40415 HEALTH/VISION/LIFE INSURANCE	5,533.68	62,607.37	119,793.02	57,185.65	52.3
41-55-52400 CONTRACTUAL/PROF SERVICES	.00	144,008.89	280,000.00	135,991.11	51.4
41-55-54500 EQUIPMENT RENTAL/LEASE	.00	.00	1,064.16	1,064.16	.0
41-55-55100 POSTAGE	.00	11,554.75	12,000.00	445.25	96.3
41-55-55500 PRINTING	.00	.00	54,000.00	54,000.00	.0
41-55-56300 TRAINING/SEMINARS	.00	90.00	5,000.00	4,910.00	1.8
41-55-57300 WATER PURCHASES	293,597.10	3,240,032.70	3,900,000.00	659,967.30	83.1
41-55-57301 VOLUME CHARGE - MELROSE PARK	.00	563,286.57	660,000.00	96,713.43	85.4
41-55-57400 GARBAGE EXPENSE	.00	1,754,056.74	2,098,740.00	344,683.26	83.6
41-55-57510 DEPRECIATION EXPENSE	.00	.00	391,940.00	391,940.00	.0
41-55-57600 LIEN FILING FEES	.00	.00	5,000.00	5,000.00	.0
41-55-57665 REFUND WATER DEPOSITS	.00	323.47	6,500.00	6,176.53	5.0
41-55-60100 OFFICE SUPPLIES	.00	2,000.71	4,000.00	1,999.29	50.0
41-55-61500 UNIFORMS	.00	2,904.70	2,750.00	(154.70)	105.6
41-55-62200 MAINTENANCE SUPPLIES	.00	.00	10,000.00	10,000.00	.0
41-55-71000 LEASE PAYMENTS	.00	.00	6,500.00	6,500.00	.0
41-55-92700 BANK FEES	.00	41.47	250.00	208.53	16.6
TOTAL WATER COLLECTIONS	315,946.63	5,988,989.07	7,891,020.36	1,902,031.29	75.9
TOTAL FUND EXPENDITURES	385,159.18	7,553,922.40	9,633,366.68	2,079,444.28	78.4
NET REVENUE OVER EXPENDITURES	301,150.08	830,828.05	348,780.36	(482,047.69)	238.2

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

ST CHARLES TIF

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>TIF ADMINISTRATION</u>					
71-33-30370 INTEREST	11.89	29.57	.00	(29.57)	.0
TOTAL TIF ADMINISTRATION	11.89	29.57	.00	(29.57)	.0
TOTAL FUND REVENUE	11.89	29.57	.00	(29.57)	.0

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

ST CHARLES TIF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TIF ADMINISTRATION</u>					
71-33-52400 CONTRACTUAL/PROF SERVICES	.00	9,118.90	.00	(9,118.90)	.0
TOTAL TIF ADMINISTRATION	.00	9,118.90	.00	(9,118.90)	.0
TOTAL FUND EXPENDITURES	.00	9,118.90	.00	(9,118.90)	.0
NET REVENUE OVER EXPENDITURES	11.89	(9,089.33)	.00	9,089.33	.0

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

MADISON AVE TIF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TIF ADMINISTRATION</u>					
72-33-30370 INTEREST	.00	.81	1,000.00	999.19	.1
72-33-30620 MADISON AVE TIF	1,336,242.12	4,087,524.38	4,000,000.00	(87,524.38)	102.2
72-33-30900 APPROPRIATION OF FUND BALANCE	.00	.00	1,048,111.00	1,048,111.00	.0
TOTAL TIF ADMINISTRATION	1,336,242.12	4,087,525.19	5,049,111.00	961,585.81	81.0
TOTAL FUND REVENUE	1,336,242.12	4,087,525.19	5,049,111.00	961,585.81	81.0

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

MADISON AVE TIF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TIF ADMINISTRATION</u>					
72-33-40100 REGULAR SALARIES	11,716.73	123,425.71	139,689.11	16,263.40	88.4
72-33-40310 SICK BUY BACK	.00	1,606.52	2,400.00	793.48	66.9
72-33-40400 FICA TAXES	878.57	9,328.07	10,686.22	1,358.15	87.3
72-33-40410 IMRF	81.23	2,302.29	6,286.01	3,983.72	36.6
72-33-40415 HEALTH/VISION/LIFE INSURANCE	1,264.42	16,714.41	30,674.28	13,959.87	54.5
72-33-52400 CONTRACTUAL/PROF SERVICES	300.00	599,347.08	409,000.00	(190,347.08)	146.5
72-33-80000 CAPITAL PROJECTS	.00	10,612.00	85,000.00	74,388.00	12.5
72-33-82000 PUBLIC IMPROVEMENTS	.00	3,641,389.76	4,265,375.00	623,985.24	85.4
72-33-87000 BUSINESS IMPROVEMENT PROGRAM	.00	23,500.00	100,000.00	76,500.00	23.5
TOTAL TIF ADMINISTRATION	14,240.95	4,428,225.84	5,049,110.62	620,884.78	87.7
TOTAL FUND EXPENDITURES	14,240.95	4,428,225.84	5,049,110.62	620,884.78	87.7
NET REVENUE OVER EXPENDITURES	1,322,001.17	(340,700.65)	.38	340,701.03	(89658

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

ROOSEVELT ROAD TIF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TIF ADMINISTRATION</u>					
73-33-30620 ROOSEVELT TIF	213,953.44	563,149.10	400,000.00	(163,149.10)	140.8
73-33-30900 APPROPRIATION OF FUND BALANC	.00	.00	50,000.00	50,000.00	.0
TOTAL TIF ADMINISTRATION	213,953.44	563,149.10	450,000.00	(113,149.10)	125.1
TOTAL FUND REVENUE	213,953.44	563,149.10	450,000.00	(113,149.10)	125.1

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

ROOSEVELT ROAD TIF

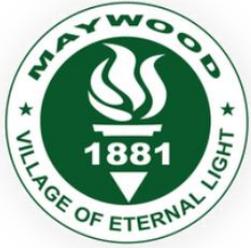
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TIF ADMINISTRATION</u>					
73-33-40100 STRAIGHT TIME	7,021.69	71,482.61	78,511.37	7,028.76	91.1
73-33-40310 SICK BUY BACK	.00	982.62	1,200.00	217.38	81.9
73-33-40400 FICA	533.20	5,445.51	6,006.12	560.61	90.7
73-33-40410 IMRF	40.85	1,317.22	3,533.01	2,215.79	37.3
73-33-40415 HEALTH/VISION/LIFE INSURANCE	239.18	6,390.99	16,544.52	10,153.53	38.6
73-33-52400 CONTRACTUAL/PROF SERVICES	.00	32,037.86	194,205.00	162,167.14	16.5
73-33-86000 PUBLIC IMPROVEMENTS	.00	192,261.42	50,000.00	(142,261.42)	384.5
73-33-87000 BUSINESS IMPROVEMENT PROGRAM	.00	.00	100,000.00	100,000.00	.0
TOTAL TIF ADMINISTRATION	7,834.92	309,918.23	450,000.02	140,081.79	68.9
TOTAL FUND EXPENDITURES	7,834.92	309,918.23	450,000.02	140,081.79	68.9
NET REVENUE OVER EXPENDITURES	206,118.52	253,230.87	(.02)	(253,230.89)	12661

VILLAGE OF MAYWOOD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MARCH 31, 2022

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
77-33-30440 ABANDONED PROPERTY GRANT	.00	63,262.50	250,000.00	186,737.50	25.3
77-33-30450 STRONG COMMUNITY PROGRAM GR	.00	.00	125,000.00	125,000.00	.0
TOTAL DEPARTMENT 33	.00	63,262.50	375,000.00	311,737.50	16.9
TOTAL FUND REVENUE	.00	63,262.50	375,000.00	311,737.50	16.9

VILLAGE OF MAYWOOD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MARCH 31, 2022

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
77-33-52400 CONTRACTUAL/PROF SERVICES	.00	2,700.00	25,000.00	22,300.00	10.8
77-33-52500 BOARD UP SERVICES	.00	15,050.00	25,000.00	9,950.00	60.2
77-33-62601 GRASS CUTTING	.00	144,470.00	200,000.00	55,530.00	72.2
77-33-62605 TREE CUTTING	.00	.00	50,000.00	50,000.00	.0
77-33-68000 DEMO OF STRUCTURES	.00	4,300.00	75,000.00	70,700.00	5.7
TOTAL DEPARTMENT 33	.00	166,520.00	375,000.00	208,480.00	44.4
TOTAL FUND EXPENDITURES	.00	166,520.00	375,000.00	208,480.00	44.4
NET REVENUE OVER EXPENDITURES	.00	(103,257.50)	.00	103,257.50	.0



VILLAGE OF MAYWOOD

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LRS COMMUNITY INFORMATION

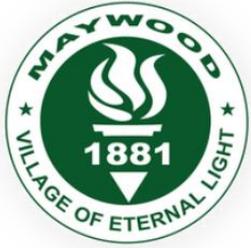
- For all things LRS please call 844.633.3577, email service@LRSrecycles.com, and/or visit <http://www.lrsrecycles.com/.../il/60153/residential/maywood/>
- The Village of Maywood provided a list based on water bills for bins to be placed at homes. It has been found that some residents for years have not been paying water bills nor for trash pickup for years. When this is the case residents have been directed to village hall to establish a water account. Once the water account is activated, they will receive a waste and recycle bin.
- Residents who have been adding additional tonnage to our overall cost by having multiple bins they have not been paying for will no longer be able to have unauthorized bins. If you would like to have additional 95-gallon bin(s) at a rate of \$3 per month, please call 844.633.3577 or email service@LRSrecycles.com
- CARTS BEING STOLEN! Please be aware, the new LRS carts have tracking, and we are now able to see if a cart has been stolen and where it was relocated to. If you have moved a cart away from the residence it was assigned, please put it back. A list of stolen carts with their new location will be provided to our police department next week for retrieval. If you would like to have additional 95-gallon bin(s) at a rate of \$3 per month, please call 844.633.3577 or email service@LRSrecycles.com
- LRS trucks are in full service around town, and they completed their full pick-up route each day this week. Some trucks are bigger than others. For this reason, some trucks had to be rerouted down certain alleys to be able to fit. If you have trash and/or recycle that has not been picked up, please call 844.633.3577 or email service@LRSrecycles.com.
- The Village of Maywood in our previous and current contract have only been responsible for residential locations with 1-3 units. Buildings with 4 or more units are being directed to LRS Commercial Services. What we discovered this week is that there has village of tonnage charging of 4–6-unit buildings that were not included in previous nor current contract. This is something that is being addressed to ensure proper and fair charging takes place across the board.
- Letters were mailed to all homes about the LRS change, when carts were delivered, they had education and awareness materials attached. The Maywood Community Newsletter also provided information about the change. If you do not receive the monthly newsletter, please sign up at bit.ly/maywoodnews.
- The practice of 1 day of garbage pickup is no longer the practice in the world of garbage and recycle services. The average pick-up schedule for a community our size is 3-5 days. The 4-day schedule was put in place to ensure all trash was able to be picked up during operational hours. In this new contract we also included weekly electronic pick-up along with 2 bulk items to be picked up. We will no longer focus on the Spring and Fall Big Trash Day Events as we now can place the large items out weekly.

VILLAGE PRESIDENT, Mayor Nathaniel George Booker

BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon
VILLAGE CLERK, Gwaine Dianne Williams

VILLAGE MANER, Chasity Wells Armstrong



VILLAGE OF MAYWOOD

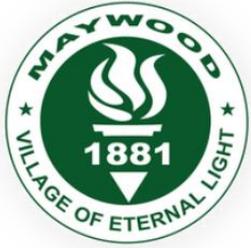
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- Garbage and Recycle are picked on the same day, but they are picked up by different trucks within the daily route.
- The new bins are larger for both trash (95 gallon) and recycle (65 gallon). We have been able to do away with so many bins that over the years tops have disappeared, rodents have chewed holes into the tops, etc. All bins for both garbage and trash are brand new.
- This new 5-year contract is targeted to save the Village of Maywood nearly \$1m from what was previously being offered by the former company. We have a great opportunity to be a greener community and reduce our carbon footprint to even save more.
- Please be advised that Recycle Services has been contacted about picking up their old trash bins. We have various options in place to ensure this happens. Final payment to RS will not be made until all bins have been removed from our village.
- I will share weekly updates about trash pickup as we transition in success with LRS. Please keep in mind this is week one. As we continue this transition I ask that we work to ensure we are setup for great partnership and a clean Maywood.
- For all things LRS please call 844.633.3577, email service@LRSrecycles.com, and/or visit bit.ly/lrsmaywood

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VILLAGE OF MAYWOOD

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Community Engagement Report

- This past week we had a great meeting kicking off our Aging in a Changing Region meeting with the Metropolitan Mayor's Caucus (mmc). I would like to thank MMC in partnership with [Chicago Metropolitan Agency for Planning](#), [Metropolitan Planning Council](#), and [The Retirement Research Foundation](#) for selecting Maywood for your study on Aging in a Changing Region. As a committee member of Aging in a Friendly Community with MMC, I am excited about this. This project will take 6 months and will include various community meetings and surveys. We look forward to using this project to add to the village's evolving comprehensive plan. Thank you [Oak Park Regional Housing Center](#), [Maywood Park District](#), Planning & Zoning Commission, and [Loyola University Chicago](#) along with residents for serving on this great collaborative.
- I would like to thank [Proviso Community Bank](#) of [Wintrust Bank Chicago](#) and VP [Christopher J Parker](#) for launching their Business Investment Micro Loan Program exclusively for businesses in the [Village of Maywood](#) at our monthly Business Community Collaborative meeting. Thank you [Commissioner Frank J. Aguilar](#) for sharing how [Cook County Government](#) is helping in business investment.
- Thank you CEO & Pastor James L Brooks of [Lawndale Christian Health Center](#) for hosting this power lunch with [Lt. Governor Juliana Stratton](#). It was a blessing to meet [360 Nation Org](#) as we all shared positive programming being funding by the R3 Restore, Reinvest, and Renew state grant. The [Village of Maywood](#) and [Proviso Township](#) will be hosting Lieutenant Stratton soon so she can see the fruits of her labor in action. Looking forward to more partnership and collaboration coming soon.
- We our launching our [Exploring](#) Maywood-Proviso Program with our partners [DLD for YOUTH 501c3](#), [Maywood Police Department](#), [The Firehouse Dream](#), [Proviso Community Bank](#) a [Wintrust Bank Chicago](#), [Ex-Cons for Community and Social Change - ECCSC](#), [Boy Scouts of America](#), [UIC Extended Campus](#), [Maywood Fire Department](#), [Loyola University Chicago](#), [Drone Events LLC](#), [RISE Tech Immersion Program](#), and more. Sign up at bit.ly/maywoodexploring

Mayor Nathaniel George Booker

Mayor Nathaniel George Booker

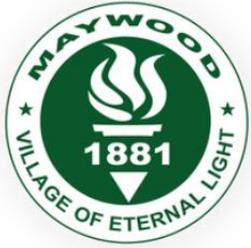
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VILLAGE OF MAYWOOD

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ECONOMIC DEVELOPMENT UPDATE

- The [Village of Maywood](#) has officially kicked off our feasibility study in building a Federally Qualified Health Center (FQHC) for Maywood-Proviso. This facility will provide much needed medical, proactive health & wellness, positive nutrition, mental aide, legal services, physical health resources and more to our great community.

A huge thank you to [Trinity Health](#) and [Loyola Medicine](#) for funding the study. Thank you, [Congressman Danny K. Davis](#), [Lawndale Christian Health Center](#), [COVID Equity Response Collaborative: Loyola \(CERCL\)](#), [Illinois Department of Public Health \(IDPH\)](#), [Cook County Department of Public Health](#), [Proviso Township](#), [Maywood Park District](#), [Above and Beyond Family Recovery Center](#), [Loyola Stands Against Gun Violence](#), and so many more who will be a part of this culture shifting opportunity for us and surrounding communities. Look out for more details as this feasibility study will be a community experience that will be completed by Q4 2022.

- Two dozen [Skender](#) project engineers descended on their [Village of Maywood](#) Supportive Living project for their quarterly PE training series. Each quarter, PEs gain valuable experiences by visiting a different project in our various market sectors to learn from one another, bond with their peers and develop new skills. This 133K square foot 100-unit Senior Supportive Living building is well on its way to a restoration.
- Thank you [Impact Networking](#) for an amazing tour of your facilities. Trustee Aaron Peppers and I toured their HQ. As the [Village of Maywood](#) looks to advance in technology and enhance our cybersecurity we look forward to partnering in a great relationship. Thank you [Congressman Danny K. Davis](#) for making the connection.

Nathaniel George Booker

Maywood Nathaniel George Booker

VILLAGE PRESIDENT, Mayor Nathaniel George Booker

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Village of Maywood, IL

Proposal for Website Redesign Services
October 07, 2021

Lisa Purr
lisa@muniweb.com
888-MUNI-WEB

55 E. Long Lake Rd, #230 Troy, Michigan 48085
www.muniweb.com



Table of Contents

In electronic version, click on any chapter in the Table of Contents to move to that section

INTRODUCTION LETTER.....	3
PROJECT PRICING.....	4
STAND ALONE MODULE PRICING.....	6
OPTIONAL SERVICES DESCRIPTIONS.....	7



Dear Chasity Wells-Armstrong,

It has been a pleasure being the Village of Maywood's website partner for the past 8 years and we are extremely excited to continue our working relationship. As we discussed, since the launch of your current website, design trends and functionality have evolved to accommodate today's users. Current website design trends tend to take advantage of the vertical space available and utilize a mobile-first approach. Today's users, especially now with the COVID-19, are looking to municipal websites to be a "Virtual/Online City Hall", which means taking care of municipal business is convenient and safe. We are very excited that the city has decided upon a website redesign.

muniweb® enjoyed meeting with you and Wade earlier this week to discuss a website redesign project and additional design elements and functionality. Based upon the information discussed during our meeting, I put this proposal together. Our proposal includes, but is not limited to, design elements and functionality such as:

- Homepage Design - a modern design with elements like sticky quick links, news carousel, and social media call out area
- Review and evaluate all website page content display and make the necessary improvements, i.e., adding accordions, adding Board/Commission pages and embedding third-party software and videos
- Departmental Landing Page Template – with department specific images/video header
Millage Calculator
- Do Not Knock Registry
- Decision-based Questionnaire (the Sideway/Pathway Maintenance Questionnaire) - 5 questions
- Home Watch Request
- Four Hours of Monthly Website Content Updating Services
- Accessibility (User Way)
- Google Translate
- Search Index & Enhanced Key Word Search
- Password protected pages

This proposal's price includes all of the above as well as all functionality/modules that I feel would be beneficial to include. Since your budget and website functionality is not yet determined, I have included function/module stand-alone pricing to assist you (please note, functions/modules not listed are considered standard and are included in all our websites). As we discussed, website functions and module pricing are discounted when included in the website project. Please let me know if you have any questions. Looking forward to continuing our conversation regarding the Village of Maywood's website redesign project.

Regards,

Lisa Purr

Lisa Purr
Business Development
muniweb®
lisa@muniweb.com
Direct: 248.639.4442



Pricing	
One-time fee 30% due at contract signing, 30% due upon design approval and balance due after website is deployed	\$13,400
Monthly Recurring Includes hosting and software and hardware maintenance. Includes four hours of monthly website content services. Begins after website is deployed (5% annual increase each year beginning year 5)	\$450
Package Pricing Includes:	
Hosting on muniweb® Servers - Up to 50GB of storage; muniCMS® software licensing and maintenance updates. \$2/1GB/mo additional storage of need.	Included)
Customer Support 8a-6p ET, M-F – 4-hour normal request response time and 24/7 Emergency Response with 1 hour response time	Included
Warranty muniweb® warranties work for one year and will address technical problems that arise during the first twelve months after completion of website.	Included
Website Development - RWD Templated Design– with up to 8 hour of design changes Departmental Landing Page Template Homepage Slideshow Share Buttons Google Translate Review and evaluate all website page content display and make the necessary improves, i.e. add accordions, adding Board/Commission pages & embedding third-party software and videos Accessibility (User Way) Search Index & Enhancement of Key Word Search Online Contact Us Form All Current Online Submittable Forms News and Announcements Password Protected Pages Polls Module Surveys Module Press Release Module Bids/Proposals Module Emergency Banner Employment Opportunities Calendar Boards & Commission Directory with Pop-Up Department/Employee Directory Module Do Not Knock Registry Four Hours of Monthly Website Content Updating Services Home Watch Request Image Gallery Mailing/Subscription List Setup – includes one e-Newsletter template Meetings Module – would be needed for video display Mileage Calculator Decision-based Questionnaire - 5 questions	Included
Content Migration – all content (boards/commissions agendas and minute and news items migration limited to 3 years)	Included
Training - Training for up to 4 people is included in the cost of this proposal. Each additional training class of 4 people is \$750	Included



Pricing Assumptions

Pricing is valid for 90 days from the date of this proposal

The following assumptions have been made in preparing the timeline and pricing in this proposal. Deviations from the assumptions may impact the pricing and timing of the project.

- Clean, appropriately sized graphical objects (maps, pictures, logos, seals, etc.) will be specified by muniweb® and provided by your website committee. If approved by your committee, muniweb® may use other images.
- Material for the site will be provided in electronic format.
- PDF documents will be migrated as is

The following labor rates will be used for work outside of scope, additional content or for future development and enhancements:

Web/HTML construction	\$60/hr.
Graphics and Design	\$70/hr.
Software Dev., Scripting and IT Support	\$90/hr.

Cost for Future Website Redesign

Five years after launch, you are eligible for a complimentary website refresh with a 3-year contract renewal. A Website Refresh utilizes your existing design and includes:

- Changes to banner graphics.
- Changes to Quick Link section, including special icons.
- Changes to color palette, re-styles buttons, font type, separators, and background to coordinate with new graphics.
- Changes to sectional elements in utilities menu, news section, calendar, etc.
- Includes cross browser testing.
- Includes content review for style and presentation consistency and updates any formatting issues, page layouts, etc.

As website design trends change, you may decide to totally revamp your website and add additional functionality. For clients that want more than just a cosmetic refresh, we offer 25% off website design services and modules with a 3-year contract renewal.



All websites muniweb® come with all standard functions and features, additional modules are available to meet our client's needs. Module pricing is discounted when our clients include modules before site development starts. Below is the stand-alone module pricing:

Description	Stand Alone Pricing
Action Center	\$650 module
Meetings Module	\$750 module
Available Buildings and Sites	\$975 module
Boards & Commission Directory	\$450 module
Blog Module	\$975 module and \$10/month hosting fee
Business Directory- Standard	\$975 module
Business Directory- Premium	\$1,500 module
Department Employee Directory	\$450 module
Departmental Landing Page Template	\$700
Document Library	\$900 module and \$10/month hosting fee
Do Not Knock Registry	\$1,150 module
Emergency Notifications- includes emails and text	\$650 module and \$10/month hosting fee– additional lists \$200/ list * per text fees could apply
Home Watch Request	\$200 module
Image Gallery- unlimited images	\$450 for first gallery (\$300 for additional gallery) and \$10/month hosting fee
Intranet – utilizing the same template and layout as main website	\$4,500 one-time fee and \$50/month hosting fee
Mailing List Set-Up	\$250 module
Mileage Calculator	\$1,150 module
Registered User Forum	\$650 module
Registration Event/Class and Payment System - Standard	\$650 module (Ongoing additional payment processing fees could be incurred)
Registration Event/Class and Payment System - Premium	\$1,650 module (Ongoing additional payment processing fees could be incurred)
Reservation and Payment System	\$650 module (Ongoing additional payment processing fees could be incurred)
Decision-based Questionnaire - 5 questions	\$1,150 module
Text Notification System	\$450 module and \$10/month hosting fee– additional text list \$100/ text list. Subject to additional per text fees additional monthly *texting fees apply \$0.04/text 1 to 2000 text, \$0.03/text 2001 to 5000 text and \$.02/text 5001 and >
4 Hours Monthly Support.	\$150/month hosting fee
Video on Demand	\$325 module, \$20/monthly hosting fee and minimum monthly fee for Storage 4 GIG /\$10 minimum or \$5/GIG and Bandwidth \$5/Gig
Video Live Streaming	\$650 module, \$40/monthly hosting fee and minimum monthly fee Storage 4 GIG \$10 minimum or \$5/GIG and Bandwidth \$5/Gig
Custom Module	\$90/hour time and material charged for development and implementation



muniweb® has worked with many of our clients to expand services on their website past the initial development. We will work with department heads to develop a strategy for web enabling services for your community. When our clients express a need or desire to enhance their site, we work with them to select the best approach, whether off-the-shelf software or a custom system, and then work toward that goal. Infrastructure or back-end software greatly influences the approach taken on web-enabling services. muniweb® will assess your readiness to move forward with these projects and to budget appropriately for the costs of these services.

Website Content Updates - muniweb® can add content to the website as requested by authorized personnel. The periodicity of change for pages at a municipal site varies from weekly to annually. We can use a combination of telephone, email and courier/mail to interact with your content creators. Both a primary and secondary web steward will be assigned to maintain the website. Each web steward is trained to make modifications to a site quickly while maintaining the design standards that give our municipal websites their consistent, professional look and feel. Our processes ensure that updates from emergency changes to low priority additions are handled quickly. Charges are assessed on a 0.10-hour basis so that you won't get charged a full hour for a change that only takes a half hour to make. A billing report is provided each month that details maintenance activities on the website. Best of all, our web stewards guarantee a four-business hour response time for routine maintenance items.

Date	Task	Initial	Time
2/1	Add HOV info	TH	0.25
2/1	post 2/22/13 agenda, post HOV events on calendar	TH	0.75
2/8	City News 2-7-13	CLC	0.75
2/8	Printed 3 P&EA agenda and minutes; posted 2-4 CC minutes; posted 9-12 and 10-18 Arts minutes; posted 3-hour on Woods info; 3 items, logo and 4 minutes images; posted volunteer notice on Mill Race Village overview; pages updated Mill Race board of directors; updated captions on all Mill Race photos	ID	1.00
2/11	update Police Office web posting	TH	0.25
2/12	post 11/14 P&R minutes	TH	0.25
2/13	Printed 2/20 historic agenda; 2/13 Actn agenda and 2/19 planning agenda; updated site plan applications; updated short on woods info; prepared Road Michigan info and PDF application form; posted Act Commission meeting cancellations	ID	0.75
2/14	Printed March Art House exhibit info and pictures; posted Art House Workshop info and flyer	ID	0.50
2/14	City News 2-14-13	CLC	0.75
2/15	Printed 2/19 CC agenda and packet; posted SAC 2-21 agenda and 10-18 minutes	ID	0.50
2/20	Printed amended Budget Session meeting notice; posted 2/18 Liquor License Review agenda; updated Senior Advisory member list; posted 1-7, 1-22 and 1-14 CC minutes	ID	0.50
2/20	City News 2-20-13	CLC	1.00
2/21	Printed 14 and 4-19 CC special meeting notices; updated Executive Commission members and descriptions	TH	0.25
2/25	post 1/18 Minutes minutes; 1/15 PC minutes; Mill Race Calendar update	TH	0.25
2/27	check 11/5/13 Election page; add Linn Francis info to Property Tax Relief page; add 2013 Inflation Rate Multiplier; prepare post: 12-1/10, 11/14-12, 12/1/14, 1/9/13 Housing Commission minutes	TH	1.5
2/27	City News 2-27-13	CLC	0.75
2/28	prepare post View of Center Call for Entries; post 3/1 PC agenda; post Active Times Capital/Trade Assessment RFP; post 3/20/13 minutes; post 2/13 SAC minutes; post 7/13-12 & 8/22/12 Election Commission Minutes; additional 11/5/13 Election page changes; post 2/12/12, 8/21/12, 9/18/12, 10/16/12, 11/20/12, 12/19/12, 1/10/13 12/13 DDCA minutes	TH	1.0
Total Hours			10.75

Website Content Training - muniweb® can provide training for your staff to update content on the website. Training is typically provided via an Internet-based technology such as GoToMeeting. This allows for students to each work at their own workstation without the need for a centralized training facility. Training is performed using your new website as a training tool while performing typical update tasks such as adding agendas and minutes to the website.

Action Center – a comprehensive online form that gives visitors to your website the ability to report areas of concern to your staff.

Meetings Module – All of your agendas, packets, minutes, additional documents, video links are in one place organized by year and board/commission.

Available Buildings/Sites – Allows you to provide an important tool to commercial realtors to make their inventory of buildings and sites readily available to interested merchants and site selection consultants. Customize your own ABS system including search criteria, search results, building and site details. You decide who is able to add/edit/delete properties from the database and what information is displayed for each property. The system makes it simple to send periodic reminders to realtors to keep their information up to date.

Bids/Proposals Module – Your editors simply fill in the blanks of this online form and the information is displayed in a professional manner. With our publish from / publish to fields, you decide when you want the information to start displaying and when you want it to come down.

Blogs – Create a blog for your website. Choose when and how long to publish your posts, allow commenting on your blog posts, and appoint a moderator (recommended).



Business Directory – Community members can use your Business Guide to look up businesses. Search by Business Name, Business Type, or view a List of Businesses by Letter. Business listings can include email addresses, website addresses, images, business description, hours of operation, marketing text and current promotions.

Document Library – used primarily for members-only areas of a website, this module allows for the sharing of documents between registered members.

Emergency Notifications – email your website and the information is posted in a prominently placed area on every page in your website, a text notification is sent to subscribers, and an email is sent to subscribers. Updating and removing the message can also be done with an email.



Employee Directory – Create Departments and place your employees in departments to create a comprehensive employee and department directory that is easily edited to always be up to date.

Employment Opportunities – easily post job openings that can be scheduled to appear and disappear. Editors can choose between multiple employment application forms.

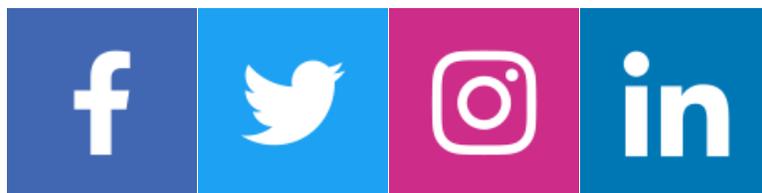
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Mailing List – Communicating with the numerous interest groups in your community can be a challenge: Job seekers, soccer moms and dads, community members, and the trades. They'd all appreciate getting tailored information as soon as it's available. Our List Serve can help. It reduces the administrative burden of keeping track of email distribution lists. It also automates the subscribe and unsubscribe process, making it convenient for your constituents to join and leave your mailing lists at their convenience.

Mobi Apps – Create specialized apps for mobi devices specific to your needs.

Communication tools are inexpensive ways to get targeted information to the right people at the right time.



Monthly Support – Pay for two hours of support each month and enjoy a savings! These hours can be used for anything you want, extra training, content updates, even graphic changes.

Because we specialize in municipal websites, we'll put your city on the vanguard of e-government.

Online Submittable Forms with Captcha Technology - Annoyed with spam email generated from the online forms on your website? We can help! We've implemented technology that stops "form spam" with 100% success rate. Say good-bye to those pesky and unwanted sales messages from your web forms!

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Registered User Forum – create an online discussion area for registered users to hold conversations by posting messages.

Registration System – A CPR class at the fire station or paying for Breakfast with the Mayor, we can register your guests for all types of events.

Reservation System – Allows for community members to reserve facilities online.

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Push to Social Media Direct Message – Communication is key and the faster and easier, the better. You can add content to your website and at the same place, 'push' the information to your social media accounts.

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Text Notification System – If you need to get a short message out in a hurry, our Text Notification System makes it easy. Visitors to your site can sign up for one or more custom text notifications lists such as Emergencies, Cancellations, Closings, etc.





Village of Maywood, IL

Pre-Redesign Preparation Proposal
December 13, 2021

Lisa Purr
lisa@muniweb.com
888-MUNI-WEB

55 E. Long Lake Rd, #230 Troy, Michigan 48085
www.muniweb.com



Dear Chasity Wells-Armstrong,

It has been a pleasure being the Village of Maywood's website partner for the past 8 years. We look forward to continuing our partnership and getting started with the website redesign project.

Pre-Redesign Preparation services would jump start the redesign project and accelerate the development timeline. Services include the following:

- Review and evaluate all website page and identify content display improvements opportunities, i.e., adding accordions, embedding third-party software, etc.
- Provide a Suggested Site Map
- Provide Two Homepage Design Flat Image

The price for Pre-Redesign Preparation services is \$4,500.

Please let me know if you have any questions. Thank you for your business.

Best Regards,

Lisa Purr

Lisa Purr
Business Development
muniweb®
lisa@muniweb.com
Direct: 248.639.4442





Village of Maywood, IL

Proposal for Website Redesign Services
December 13, 2021

Lisa Purr
lisa@muniweb.com
888-MUNI-WEB

55 E. Long Lake Rd, #230 Troy, Michigan 48085
www.muniweb.com



Table of Contents

In electronic version, click on any chapter in the Table of Contents to move to that section

INTRODUCTION LETTER.....	3
PROJECT PRICING.....	4
STAND ALONE MODULE PRICING.....	6
OPTIONAL SERVICES DESCRIPTIONS.....	7



Dear Chasity Wells-Armstrong,

It has been a pleasure being the Village of Maywood's website partner for the past 8 years and we are extremely excited to continue our working relationship. As we discussed, since the launch of your current website, design trends and functionality have evolved to accommodate today's users. Current website design trends tend to take advantage of the vertical space available and utilize a mobile-first approach. Today's users, especially now with the COVID-19, are looking to municipal websites to be a "Virtual/Online City Hall", which means taking care of municipal business is convenient and safe. We are very excited that the city has decided upon a website redesign.

muniweb® enjoyed meeting with you and Wade earlier this week to discuss a website redesign project and additional design elements and functionality. Based upon the information discussed during our meeting, I put this proposal together. Our proposal includes, but is not limited to, design elements and functionality such as:

- Homepage Design - a modern design with elements like sticky quick links, news carousel, and social media call out area
- Make improvements to content display, i.e., adding accordions, adding Board/Commission page and embedding third-party software and videos where appropriate on all website pages.
- Departmental Landing Page Template – with department specific images/video header
- Millage Calculator
- Do Not Knock Registry
- Decision-based Questionnaire (the Sideway/Pathway Maintenance Questionnaire) - 5 questions
- Home Watch Request
- Four Hours of Monthly Website Content Updating Services
- Accessibility (User Way)
- Google Translate- Homepage language selection
- Search Index & Enhanced Key Word Search
- Password protected pages

This proposal's price includes all of the above as well as all functionality/modules that I feel would be beneficial to include. Since your budget and website functionality is not yet determined, I have included function/module stand-alone pricing to assist you (please note, functions/modules not listed are considered standard and are included in all our websites). As we discussed, website functions and module pricing are discounted when included in the website project. Please let me know if you have any questions. Looking forward to continuing our conversation regarding the Village of Maywood's website redesign project.

Regards,

Lisa Purr

Lisa Purr
Business Development
muniweb®
lisa@muniweb.com
Direct: 248.639.4442



Pricing	
One-time fee 30% due at contract signing, 30% due upon design approval and balance due after website is deployed	\$8,900
Monthly Recurring Includes hosting and software and hardware maintenance. Includes four hours of monthly website content services. Begins after website is deployed (5% annual increase each year beginning year 5)	\$450
Package Pricing Includes:	
Hosting on muniweb® Servers - Up to 50GB of storage; muniCMS© software licensing and maintenance updates. \$2/1GB/mo additional storage of need.	Included)
Customer Support 8a-6p ET, M-F – 4-hour normal request response time and 24/7 Emergency Response with 1 hour response time	Included
Warranty muniweb® warranties work for one year and will address technical problems that arise during the first twelve months after completion of website.	Included
Website Development - RWD Templated Design– with up to 8 hour of design changes Departmental Landing Page Template Homepage Slideshow Share Buttons Google Translate- Homepage language selection Improvements to content display where appropriate on all website pages Accessibility (User Way) Search Index & Enhancement of Key Word Search Online Contact Us Form All Current Online Submittable Forms News and Announcements Password Protected Pages Polls Module Surveys Module Press Release Module Bids/Proposals Module Emergency Banner Employment Opportunities Calendar Boards & Commission Directory with Pop-Up Department/Employee Directory Module Do Not Knock Registry Four Hours of Monthly Website Content Updating Services Home Watch Request Image Gallery Mailing/Subscription List Setup – includes one e-Newsletter template Meetings Module – would be needed for video display Mileage Calculator Decision-based Questionnaire - 5 questions	Included
Content Migration – all content (boards/commissions agendas and minute and news items migration limited to 3 years)	Included
Training - Training for up to 4 people is included in the cost of this proposal. Each additional training class of 4 people is \$750	Included



Pricing Assumptions

Pricing is valid for 90 days from the date of this proposal

The following assumptions have been made in preparing the timeline and pricing in this proposal. Deviations from the assumptions may impact the pricing and timing of the project.

- Clean, appropriately sized graphical objects (maps, pictures, logos, seals, etc.) will be specified by muniweb® and provided by your website committee. If approved by your committee, muniweb® may use other images.
- Material for the site will be provided in electronic format.
- PDF documents will be migrated as is

The following labor rates will be used for work outside of scope, additional content or for future development and enhancements:

Web/HTML construction	\$60/hr.
Graphics and Design	\$70/hr.
Software Dev., Scripting and IT Support	\$90/hr.

Cost for Future Website Redesign

Five years after launch, you are eligible for a complimentary website refresh with a 3-year contract renewal. A Website Refresh utilizes your existing design and includes:

- Changes to banner graphics.
- Changes to Quick Link section, including special icons.
- Changes to color palette, re-styles buttons, font type, separators, and background to coordinate with new graphics.
- Changes to sectional elements in utilities menu, news section, calendar, etc.
- Includes cross browser testing.
- Includes content review for style and presentation consistency and updates any formatting issues, page layouts, etc.

As website design trends change, you may decide to totally revamp your website and add additional functionality. For clients that want more than just a cosmetic refresh, we offer 25% off website design services and modules with a 3-year contract renewal.



All websites muniweb® come with all standard functions and features, additional modules are available to meet our client's needs. Module pricing is discounted when our clients include modules before site development starts. Below is the stand-alone module pricing:

Description	Stand Alone Pricing
Action Center	\$650 module
Meetings Module	\$750 module
Available Buildings and Sites	\$975 module
Boards & Commission Directory	\$450 module
Blog Module	\$975 module and \$10/month hosting fee
Business Directory- Standard	\$975 module
Business Directory- Premium	\$1,500 module
Department Employee Directory	\$450 module
Departmental Landing Page Template	\$700
Document Library	\$900 module and \$10/month hosting fee
Do Not Knock Registry	\$1,150 module
Emergency Notifications- includes emails and text	\$650 module and \$10/month hosting fee– additional lists \$200/ list * per text fees could apply
Home Watch Request	\$200 module
Image Gallery- unlimited images	\$450 for first gallery (\$300 for additional gallery) and \$10/month hosting fee
Intranet – utilizing the same template and layout as main website	\$4,500 one-time fee and \$50/month hosting fee
Mailing List Set-Up	\$250 module
Mileage Calculator	\$1,150 module
Registered User Forum	\$650 module
Registration Event/Class and Payment System - Standard	\$650 module (Ongoing additional payment processing fees could be incurred)
Registration Event/Class and Payment System - Premium	\$1,650 module (Ongoing additional payment processing fees could be incurred)
Reservation and Payment System	\$650 module (Ongoing additional payment processing fees could be incurred)
Decision-based Questionnaire - 5 questions	\$1,150 module
Text Notification System	\$450 module and \$10/month hosting fee– additional text list \$100/ text list. Subject to additional per text fees additional monthly *texting fees apply \$0.04/text 1 to 2000 text, \$0.03/text 2001 to 5000 text and \$.02/text 5001 and >
4 Hours Monthly Support.	\$150/month hosting fee
Video on Demand	\$325 module, \$20/monthly hosting fee and minimum monthly fee for Storage 4 GIG /\$10 minimum or \$5/GIG and Bandwidth \$5/Gig
Video Live Streaming	\$650 module, \$40/monthly hosting fee and minimum monthly fee Storage 4 GIG \$10 minimum or \$5/GIG and Bandwidth \$5/Gig
Custom Module	\$90/hour time and material charged for development and implementation



muniweb® has worked with many of our clients to expand services on their website past the initial development. We will work with department heads to develop a strategy for web enabling services for your community. When our clients express a need or desire to enhance their site, we work with them to select the best approach, whether off-the-shelf software or a custom system, and then work toward that goal. Infrastructure or back-end software greatly influences the approach taken on web-enabling services. muniweb® will assess your readiness to move forward with these projects and to budget appropriately for the costs of these services.

Website Content Updates - muniweb® can add content to the website as requested by authorized personnel. The periodicity of change for pages at a municipal site varies from weekly to annually. We can use a combination of telephone, email and courier/mail to interact with your content creators. Both a primary and secondary web steward will be assigned to maintain the website. Each web steward is trained to make modifications to a site quickly while maintaining the design standards that give our municipal websites their consistent, professional look and feel. Our processes ensure that updates from emergency changes to low priority additions are handled quickly. Charges are assessed on a 0.10-hour basis so that you won't get charged a full hour for a change that only takes a half hour to make. A billing report is provided each month that details maintenance activities on the website. Best of all, our web stewards guarantee a four-business hour response time for routine maintenance items.

Date	Task	Initial	Time
2/1	Add H2O1 info	TH	0.25
2/1	post 2/22/13 agenda, post H2O1 events on calendar	TH	0.75
2/8	City News 2-7-13	CLC	0.75
2/8	Posted 3 P&CA agenda and minutes; posted 2-4 CC minutes; posted 9-12 and 10-18 Arts minutes; posted short on Woods info, 3 items, logo and 4 minutes images; posted volunteer notice on Mill Race Village overview page; updated Mill Race board of directors; updated captions on all Mill Race photos	ID	1.00
2/11	remove Police Office job posting	TH	0.25
2/12	post 11/14 P&R minutes	TH	0.25
2/13	Posted 2/20 Historic agenda, 2/13 Actn agenda and 2/19 planning agenda; updated site plan applications; updated short on woods info; posted Road Michigan info and PDF application form; posted Act Commission meeting cancellations	ID	0.75
2/14	Posted March Art House exhibit info and pictures; posted Art House Workshop info and flyer	ID	0.50
2/14	City News 2-14-13	CLC	0.75
2/15	Posted 2/19 CC agenda and packet; posted SAC 2-21 agenda and 10-18 minutes	ID	0.50
2/20	Posted amended Budget Session meeting notice; posted 2/18 Liquor License Review agenda; updated Smart Advisory member list; posted 1-7, 1-22 and 1-14 CC minutes	ID	0.50
2/20	City News 2-20-13	CLC	1.00
2/21	Posted 14 and 4-19 CC special meeting notices; updated Executive Commission members and descriptions	TH	0.25
2/25	post 1-18 Minutes minutes; 1/15 PC minutes; Mill Race Calendar update	TH	0.25
2/27	clean 11-5-13 Elections page; add Linn Francis info to Property Tax Relief page; add 2013 Inflation Rate Multiplier; prepare post: 12-1-10, 11-14-12, 12-1-14, 1-9-13 Housing Commission minutes	TH	1.5
2/27	City News 2-27-13	CLC	0.75
2/28	prepare post View of Center Call for Entries; post 3-7 PC agenda; post Action Items Capital/Trade Assessment RFP; post 3-20/1A minutes; post 2-12 SAC minutes; post 7-13-12 & 8-22-12 Executive Commission Minutes; additional 11-5-13 Elections page changes; post 2-12-12, 8-21-12, 9-18-12, 10-16-12, 11-20-12, 12-19-12, 1-10-13 12-13 DDCA minutes	TH	1.0
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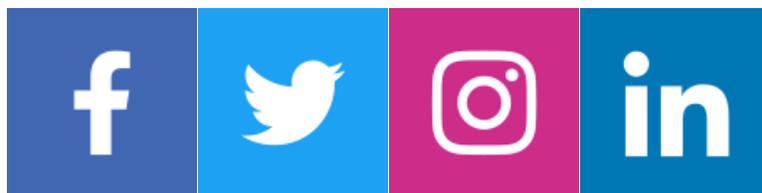
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Proposal for Fully Mobile-Friendly Website Upgrade, Website Service, and Support

Village of Maywood, IL

Today's Date: 1/28/22

Expiration Date: 4/28/22

Phil Neenan, Regional Sales Manager
GovOffice Web Solutions
5001 Edinbrook Terrace, PO Box 431059
Minneapolis, Minnesota 55443
952-484-1827 direct
Phil@GovOffice.com
www.GovOffice.com

Dear Village of Maywood Officials and Staff,

My name is Phil Neenan, and I represent GovOffice Web Solutions (www.govoffice.com) in Minneapolis, Minnesota.

Following you will find my proposal for planning, drafting, structuring, revising, programming, testing, implementing, hosting, securing, and supporting a modern, professional, mobile-friendly website to better serve your residents.

Citizens' expectations of their local government website have grown tremendously over the years; GovOffice has added technology and service solutions and infrastructure upgrades over time to keep pace with those expectations, and they are presented in this proposal with a focus on the following:

- Your website will be fully mobile-friendly (and each design element will be built for compliance with ADA standards), meaning the design and its content will conform to your citizens' choice of device from wide desktop monitors to small smartphone screens in both vertical and horizontal orientations.
- Included in your service are enhancements to the core GovOffice Content Management System for greater editing features and our expanding infrastructure for increased speed, security, and support.
- An attractive, mobile-friendly design is not the only enhancement that you can expect. Navigation and, thus, delivery of information will be greatly improved as well, with a focus on ease of use for your residents and staff.
- GovOffice offers numerous, flexible payment options, but our standard Agreement calls for a commitment of only 3 years, and all charges are spread evenly over those 3 years. Some national competitors require a commitment of 4 and even 5 years!

On behalf of the entire GovOffice Team, I thank you for your consideration of my proposal for a next generation website. I look forward to discussing it with you in the near future.

Sincerely,

Phil

Phil Neenan
Regional Sales Manager
952-484-1827
GovOffice.com
phil@govoffice.com

Content

GovOffice Introduction 4

Responsive Website Design (RWD) Framework5

Premium RWD Features6

Content Management Highlights7

GovOffice CMS Version 4.0 Announcement 8

Delivery of GovOffice Technology, Hosting, and Security 9-10

CMS Product & Service Features11-13

Navigation and Content Services.....14

3-Year Payment Plan 16

Live Examples 17

Renewal Options and General Project Timeline..... 18

Testimonials from Upgraded Clients 19



Background

GovOffice is a leading provider of cost-effective, state-of-the-art websites for local governments. With its cloud-based, mobile-friendly platform, GovOffice offers proven, easy-to-use web technology tools to enable a more efficient and responsive government.

Launched in 2001, GovOffice was the centerpiece of a unique public-private partnership to bring website technologies to cities across America. Founding partners included the International City-County Management Association and the League of Minnesota Cities, with an additional 15 state municipal leagues eventually joining our partnership.

In those 19 years, we've seen local government websites evolve from being a novelty to a necessity. We have served over 1400 local governments in 44 states and stayed true to our mission of providing state-of-the-art web technologies that meet the needs of local government at an affordable cost.

GovOffice LLC is headquartered in Minneapolis, Minnesota.

Our Value Proposition

Our population-based pricing makes GovOffice an effective, affordable solution for every size of local government. With GovOffice, you don't pay for a bunch of pricey features you don't want or need. Our solution provides all the core features used by most local governments, and enables you to add more specialized features as needed. In short, we are easier to use, more affordable, and offer the features you and your citizens need, designed to fit a government budget. And as governments try to do more with less now more than ever, that's the perfect win-win for you and your constituents.

GovOffice is Powerful and Affordable

GovOffice delivers the solution you need with a whole lot less hassle and expense, including:

- Professional Responsive Website Design (RWD) website
- Powerful, flexible Content Management, with unlimited sections and subsections
- Online forms system for sign-ups, comment forms, polls, and more
- Audio and video files integration
- Calendars, News, Image galleries
- Security system enabling multiple users with varying levels of editing permissions to update the website

Responsive Website Design (RWD) Framework



Why RWD?

The number of U.S. residents using smartphones increases each year, and the number of visits to government websites increases annually, too. To extend service to the public whose choice of device is a smartphone—tablets as well—a fully mobile-friendly RWD website is the answer, as it conforms to any device from large desktop monitors to small smartphone screens in either portrait/vertical or landscape/horizontal view.

Why Now?

Simply put, RWD is not only the future, it is the present. Today your website receives twice as many visits from someone using his/ her smartphone than from any other type of device. So, local governments should be looking at RWD for its next website design, and many already have made the switch.

While RWD itself is not new, it is a new concept to local governments that are slow to adopt new Internet technologies; far too few of them have a Responsive Website Design in 2022. Making the switch to RWD now will not only serve your citizens better right away, your website may be promoted as a model of excellence to communities across the region that are not yet Responsive.

Creative Process

1) Personal consultation with our graphic designer, **2)** Development of draft(s), **3)** Presentation of design draft(s) to the Client via Preview Mode, **4)** Round(s) of revision to the Client's chosen draft, **5)** After completion of revision(s), presentation of final draft to the client via Preview Mode; Client's approval is then requested

Programming Process

6) Constructing the final design draft approved by the Client onto a working test site (Test Mode), **7)** Adjustment as necessary to the display or behavior of the design on the test site, **8)** Testing of the design across the latest versions of all major Web browsers; further adjustment made, **9)** Schedule a date for upload of the finished, browser-tested design with the Client, **10)** Upload of the design to replace the Client's existing design on its live, public website; the project is then declared completed

Popular RWD Features

Packages that included these features are noted in **blue**

1. Development of new **title graphic** including official logo, slogan, and stylish font type. It appears atop or overlapping the large homepage image and moves to the navigation menu and Search bar automatically on smaller devices. **Favicon** and **Mobile Touch Icon** development both take place at this time and also are included. **Budget, Value, Progressive, Premium**
2. **Image Slider** allows staff to put up and take down community photos at any time on the homepage (5 images at a time). Each image may be captioned and linked to any page, internal or external. Further, website visitors may swipe forward or back with their cursor or finger to see more photos. **Value, Progressive, Premium (Slider on any section at Premium); Budget: 1 static image at a time**
3. The **Filmstrip** contains **Icons** that allow one click access to the most highly trafficked pages of the website. Ten icons will be uploaded, arranged, and linked for the Client per the Homepage Setup process and will slide continuously. Website visitors may swipe forward or back with their cursor or finger to see more Icons. **Progressive, Premium**
4. **Carousel** allows even more self-admin control (images, titles, links) in directing visitors to specific areas of interest on the website. Up to 10 items at a time may be added to the color-styled Carousel and, like the Filmstrip feature, will slide continuously. Website visitors may swipe forward or back with their cursor or finger to see more. **Premium**
5. Like Image Slider, Filmstrip, and Carousel, the **Notifications Banner** is another self-administered, self-activated feature to Responsive designs. It allows Clients to draw citizens' attention to urgent notices, alerts, reminders, etc. on the homepage with an eye-catching, colored, roll down banner that also has a close out button. **Progressive, Premium (Notifications on any section at Premium)**
6. **Social Media Icons Bar** supports clickable icons to your Facebook, Twitter, YouTube, Blogger, Instagram, Pinterest, LinkedIn, and Nextdoor pages. The icons are anchored to the browser window so that your citizens know where to find them, regardless the page they are on. Above Social Media Icons Bar is **Local Weather Integration**, also fixed in the same location on every page. Local Weather Integration is a feed from the National Weather Service (weather.gov) and provides a dynamic reading of temperature and weather condition. **Weather Integration: Progressive & Premium; Social Media Icons Bar: Premium only**
7. An **Advanced Footer** is personalized to the Client's branding with a custom color, font, image, and left and right (or centered) blocks of text. It also includes a floating Return to Top button. **Progressive, Premium**
8. This entire area of the homepage (and all interior pages), left to right, above the footer and, in this case, above the Secondary Navigation Block (Premium designs only) is where **self-administered website content** displays. If a Section Introduction is added, it will be located in the center. Regular Promotions, such as a calendar, and Sidebars may be added to the left, center, or right, and all are totally Responsive. If **Content Boxes**, another standard, self-admin feature of Responsive designs, is utilized, they will appear in the main column (4 are shown here). **Budget, Value, Progressive, Premium**



Content Management Highlights

Every day GovOffice users efficiently manage their websites from their office and at home—on any computer that is connected to the Internet through the latest versions of modern Web browsers—and they enjoy the many features that GovOffice offers:

- Unlimited number of sections and subsections are allowed to expand your site
- Unlimited number of links throughout your site
- Build a home page that includes a greeting, breaking news, upcoming events
- Online sign-up for newsletters, comment forms, polls, and surveys
- Audio and video files posted throughout the site
- Image gallery that serves as an online photo album
- News articles that can be featured and archived
- Post meetings agendas and minutes as searchable documents
- Calendar of all community events and meetings
- Contact information of staff and elected officials
- Advanced users may switch to HTML mode for added flexibility
- Social media integration (Facebook, Twitter, YouTube, Pinterest, Instagram, LinkedIn, Blogger, Nextdoor)
- Security system allows multiple users with varying levels of permissions to update the website simultaneously
- License of GovOffice CMS software
- Unlimited bandwidth & hosting
- Unlimited administrative users; 24/7/365 access for editing
- Maintenance and upgrades to base CMS
- SmartForms system with integrated ePayment (optional to use)
- And much more!

This is how your GovOffice Site Administration appears on desktop, tablet, and smartphone devices...

GovOffice CMS Version 4.0: A Message from Our CEO

GovOffice was launched in 2001 as the centerpiece of a unique public-private partnership to bring website technologies to cities across America. Founding partners included the International City-County Management Association, League of Minnesota Cities, and Avenet Web Solutions which developed the GovOffice technology. Over time an additional 15 state municipal leagues joined our partnership.

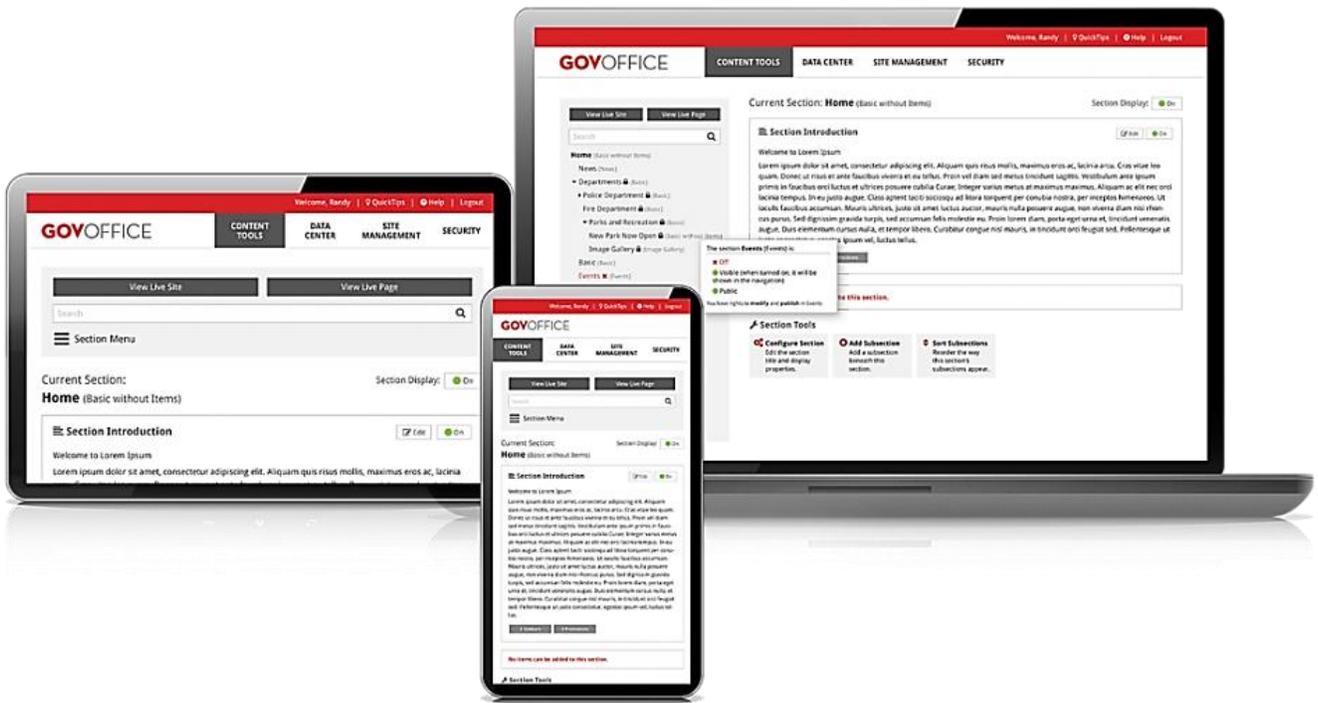
In those 20 years, local government websites have evolved from being a novelty to a necessity. We have served over 1500 local governments in 44 states and stayed true to our mission of providing state-of-the-art web technologies that meet the needs of local government, at an affordable cost. Now we are excited to announce that we have initiated a major development initiative to create the next generation of our technology:

GOV OFFICE 4.0

GovOffice CMS 4.0 will meet the needs of our local government clients and your constituents well into the future.

This major upgrade will be implemented in multiple phases which will help users absorb and adopt to changes over time. User interface upgrades will maintain a priority on ease of use. Current sites will be seamlessly upgraded to the new system with no or minimal disruption.

Phase 1 will result in:



- A faster, more intuitive Admin system—**DONE**
- Even faster public websites—**DONE**
- A new site-wide Search system—**DONE**
- Refresh of the Admin look & feel aimed at enhancing ease of use; also, it will be fully Responsive (mobile-friendly)—**DONE**
- A state-of-the-art code which can be extended rapidly to add new features in subsequent phases—**ONGOING**

Additional, incremental upgrades will feature new content types to meet the growing needs of our clients.

Eric Johnson, General Manager
GovOffice LLC

Delivery of GovOffice Technology, Hosting, and Security

GovOffice has provided the website technology to over 1500 local governments for almost 20 years. We have developed unique expertise in protecting local government websites from security concerns and delivering a proven record of reliability, performance and data protection for our clients.

Delivery of GovOffice CMS Technology

The GovOffice technology stack is architected for redundancy and scalability. We use blade servers with Intel Xeon processors with SSD storage. The GovOffice CMS is hosted on a load-balanced Web farm that can easily be expanded as resources require. Our application servers run Windows Server 2016 with IIS 10.0 and SQL Server 2016, which allows SSL communication to be done over TLS 1.2. The GovOffice design framework utilizes jQuery and HTML 5 to provide Responsive designs that look great and are optimized on both desktop and mobile browsers.

In contrast to some widely used software systems, GovOffice CMS is a proprietary system that does not have known exploits published on public websites for hackers to exploit. The GovOffice team installs patches on a regular basis, adheres to the highest standard of web server administration and access and logs access to all of our infrastructure.

Worry-Free Hosting & Security

All GovOffice websites include our worry-free hosting and support which includes the following services:

Web Monitoring

- Data center engineers monitor all of our servers and infrastructure, 24/7/365

Up-time and Disaster Recovery

- 99.99% up-time
- Daily backups of all website data and are kept for 90 days
- Website data can be restore as needed from backups, typically within hours

Enterprise Class Data Center

GovOffice websites are hosted in a highly secure, cutting-edge global data center with 24 x 7 monitoring to meet your critical need for robust bandwidth, streamlined data storage, and business continuity.

Located only 15 minutes from GovOffice's corporate office, the data center is monitored by trained technicians with a Network Operations Center (NOC) team. The NOC adheres to a strict escalation procedure to help ensure that GovOffice websites are available to the public at all times. Our primary data center is located in a former US Federal Reserve System building, constructed to withstand natural disasters, such as earthquakes, tornadoes, and floods.

Security

The safety and security of your data is our highest priority. Our data center is SAS 70 audited, SOC 2® attested, and SOC 3® certified

We observe industry best-practice standards including, but not limited to:

- Hand biometric and RFID card controlled access to data center
- Cage door sensors
- Motion activated surveillance cameras
- 24 x 7 Monitoring
- 24 x 7, on-premise security guards

- Daily backups of data
- 24/7/365 maintenance of Web servers and security systems
- SSL (Secure Sockets Layer) administrative website
- TLS (Transport Layer Security) public website
- DDoS (Distributed Denial of Service) protection

DDoS protection

Federal, state and local government websites have become prominent targets for both domestic and foreign originated Distributed Denial of Service (DDoS) attacks designed to impair or shut down websites. All GovOffice clients' websites are protected through a system-wide DDoS solution designed to combat this growing threat.

The data center utilizes an enterprise level DDoS solution developed by a leading DDoS security company, Corero. The key benefit of the Corero solution is that it automatically mitigates DDoS attack traffic before it impacts GovOffice clients, enabling us to keep our networks clean of attack traffic.

Training & Technical Support

Our Training & Technical Support Team is available Monday through Friday, excluding national holidays, from 8:00 AM to 5:00 PM Central Standard Time. It provides **unlimited** assistance to clients via toll-free phone and e-mail in the areas of initial online training of the GovOffice toolset, additional training, technical support of websites, and more.

Online training sessions typically take 90 minutes to complete. If your staff has a basic understanding of Microsoft Word, everyone will easily pick up our Content Management System. Support will schedule a training session at **no added charge** that fits your group's schedule, and sessions are conducted via Webinar. No expensive on-site meetings are necessary, and there is no charge for future training sessions with new or existing staff.

GovOffice Support delivers **unlimited** access to:

- Help Website
- Online Training Sessions
- Toll-Free Phone Support
- Video tutorials
- Support documents

- Unlimited toll-free technical support
- Unlimited online training/re-training
- Access to Help.GovOffice.com
- Access to video tutorial library & Help Chat

Chat with us 

CMS Product & Service Features

GovOffice requires no specialized software skills, and it allows staff to administer the site anytime, from any Internet connection. GovOffice CMS is a database driven web application based upon underlying Microsoft technologies, including SQL Server.

Our Software as a Service (SaaS) hosting model means your website will be worry-free. GovOffice provides the hosting, technical infrastructure, upgrades and maintenance, saving you time and money. No additional software is required.

Professional Design	Standard	Suggested
Access to stock design template styles; customization of the design by the end user is limited to adding your organization’s name, slogan, and a footer	✓	
Customized graphic design to incorporate a community theme into a Responsive Website Design format: Budget, Value, Progressive, Premium packages available		✓
Self-admin linking of Facebook and Twitter icons; in addition, YouTube, Pinterest, Instagram, LinkedIn, Blogger, and Nextdoor icons are available on all designs	✓	
Web Hosting, Performance, and Support	Standard	Suggested
Unlimited GB of stored uploads; nightly data backups at a cloud-based Web hosting facility	✓	
Extended Storage Plan for an additional 2 GB of stored uploads on your website	N/A	
DDoS (Distributed Denial of Service) protection	✓	
SSL encrypted administrative website	✓	
TLS encrypted public website	✓	
Unlimited online Webinar training of the GovOffice CMS and selected modules	✓	
Unlimited access to toll-free Technical Support for all staff	✓	
Video tutorials and unlimited, live Help Chat at help.govoffice.com	✓	
GovOffice Mobile delivers mobile version of website (smartphones)	✓	
Page-relevant Quick Tips within the administrative website	✓	
Website Access, Editing, and Management	Standard	Suggested
Homepage Setup by a GovOffice Content Specialist	✓	
Unlimited number of administrative users on the GovOffice system	✓	
Limit access and administrative permissions to each user and group(s) on the system	✓	

- Preview feature that shows how an unsaved edit would appear if it was saved and activated on the live website ✓
- Live Site feature that allows users to switch between the live and administrative websites within one browser window ✓
- Data storage tracker to help manage your load of Web content ✓
- Audit log that shows editing activity of all administrative users ✓
- Google Analytics integration ✓

CMS Features	Standard	Suggested
Flexibility to name and order all navigation menu buttons	✓	
Import, type, and edit text with formatting controls essential for a Web page	✓	
Create unlimited number of links to internal pages and external websites	✓	
Upload, resize, position, and caption photos	✓	
Online forms for questions, comments, and requests to be contacted by staff	✓	
Upload and post audio and video files	✓	
Upload and name documents, such as Agendas & Minutes and newsletters	✓	
Schedule of events, including recurring events, within a true calendar display	✓	
Online opinion polls with controlled responses and option to display the results	✓	
Image gallery to create a Community Photo Album; includes slideshow capability	✓	
Ability to add, turn on & off, and easily remove sidebars from all pages	✓	
Directory, including contact information and photos, of Elected Officials and staff	✓	
Post news stories with a pre-set release date for automatic display on live website	✓	
Display job listings with post & deadline dates and post the employment application	✓	
List Frequently Asked Questions by department or the entire organization	✓	

Highlight <i>related links</i> to associated websites without posting long URLs	✓
Directory of local attractions and automatically created links to a Google Map	✓
Site Map for added ease by site visitors in locating any section of the website	✓
<i>Last Edit</i> stamp that shows the date on which any Web page was last updated	✓
Site-wide search engine that also searches keywords within uploaded documents	✓

Advanced Features	Standard	Suggested
HTML mode for editing—example: embed community videos from your YouTube Channel or Google Maps of your area	✓	
Friendly URLs (for example, govofficecity.com/ police) for quicker and direct access to select sections the website—bypassing the home page entirely	✓	
Intranet capability for <i>staff only</i> areas of the website; accessed only by username and password	✓	
Bulk e-mail tool that allows visitors to opt-in and opt-out of receiving e-mail notifications from your government office	✓	
RSS feeds <i>in</i> from other news-related websites	✓	
NEW GovOffice ePayment—online and over-the-counter payments (taxes, utilities, etc.)	✓	
NEW Meetings content type (agendas, minutes, packets, audio, video)	✓	

Navigation Architecture and Homepage Setup

The **Navigation Architecture** will make your navigation menu compatible with a Responsive Website Design and greatly enhance speed of service to your website visitors.

Our content professionals will analyze the entire site navigation menu and then organize and label it according to best practices of usability, Web design and the latest standards for government websites. The end result is a well-organized, intuitive website that ensures your site visitors will quickly and easily find the information they need.

After completion of the Navigation Architecture project, GovOffice will move on to the homepage and perform a **Homepage Setup**, which involves organizing your existing homepage content to follow the best practices of Web writing and design. Specifically, it involves:

- Writing and formatting welcome text for efficient online reading

- Organizing and labeling primary site navigation menus
- Incorporating images effectively
- Using Promotions to display news, events, calendars, etc. in a visually appealing way
- Using Sidebars and Content Boxes to display related links, text and images

Quarterly Accessibility Review (QAR) Service—**OPTIONAL**

GovOffice provides the following for ongoing assistance in maintaining website accessibility compliance:

- GovOffice will utilize automated tools to review your website and identify areas of your website which are not in compliance with WCAG 2.0 accessibility standards.
- Based upon findings, GovOffice Content Specialists will perform remediation to remediate or address areas of your website which are not in compliance with accessibility standards.
- The Accessibility Review includes up to **4 hours** of professional services, **four times** per year. There is also an option to have done twice a year.
- Only clients with a Responsive Website Design are eligible for the QAR Service. With acceptance of this proposal, the Client will have a Responsive Website Design.

3-Year Payment Plan

Recurring and Non-Recurring Services Over 3 Years	Budget Responsive	Value Responsive	Progressive Responsive	Premium Responsive
<p>DESIGN Non-Recurring Creative and technical development of a customized, public RWD which elements support the latest in ADA compliance standards</p>	\$3400	\$4900	\$6700	\$8700
<p>CONTENT Non-Recurring Navigation Architecture, Homepage Setup, Accessibility Statement, Content Migration (two years of meeting minutes), and Google Translate</p>	\$2175	\$2175	\$2175	\$2175
<p>HOSTING, MAINTENANCE, SECURITY, SUPPORT Recurring (\$4000/year x 3 years) License of GovOffice Content Management System (CMS) · Unlimited bandwidth & hosting · Unlimited toll-free technical support · Unlimited training/ re-training of CMS · Daily backups of stored Website content and design files · Maintenance of Web servers and their installed security systems · Unlimited Administrative users · Secure SSL (Secure Sockets Layer) Administrative Website · Upgrades of base CMS · DDoS (Distributed Denial of Service) Protection · Secure TLS (Transport Layer Security) Public Website · Domain name registration or redirection · Friendly URLs for all sections</p>	\$12,000	\$12,000	\$12,000	\$12,000
1-year agreement payment	\$9575	\$11,075	\$12,875	\$14,875
3-Year agreement	\$17,575	\$19,075	\$20,875	\$22,875
Equal, Annual Payments	÷ 3 years	÷ 3 years	÷ 3 years	÷ 3 years
March 2022 – February 2023	\$5858	\$6358	\$6958	\$7625
March 2023 – February 2024	\$5858	\$6358	\$6958	\$7625
March 2024 – February 2025	\$5858	\$6358	\$6958	\$7625
↓ OPTIONAL ↓				
Quarterly Accessibility Review Service (ADA compliance of website <u>content</u>); see page 15	Add \$1200/year	Add \$1200/year	Add \$1200/year	Add \$1200/year

Live Examples

Budget Responsive



<https://www.beloitwi.gov/>

Another Example: <https://jackmanme.net/>

Another Example: <https://hilltop.govoffice.com/>

Value Responsive



<https://www.mvrra.org/>

Another Example: <https://www.janesvillemn.gov/>

Another Example: <https://uniontwp-hcnj.gov/>

Progressive Responsive



<https://zimmerman.govoffice.com/>

Another Example: <https://caldwell-nj.com/>

Another Example: <https://www.killingtontown.com/>

Premium Responsive



<https://www.ci.benicia.ca.us/>

Another Example: <https://www.ci.sauk-rapids.mn.us/>

Another Example: <https://www.cityofbaraboo.com/>

3-Year Budget Plan: Three Options to Continue with GovOffice at the End of Year 3

1. The original Agreement may be renewed for Years 4-6 at the above rates. At renewal, GovOffice will repeat all of the services performed in the original Agreement (or services up to an equal dollar value), including development of a totally new graphic design and content services and the respective levels.

This plan will keep you in a modern, compelling Responsive Website Design at all times, and you will be insulated from any rate increase that occurs over the next **6 years** in the areas of Annual Service & Maintenance, Graphic Website Design, and Professional Content Services that are used to calculate the annual payment.

2. You may opt not to renew the original Agreement, rather start an entirely new 3-year Agreement (again, with an option for renewal for Years 4-6). The new annual charge could be less than or greater than the original Agreement, depending on the services selected (i.e. a less advanced website or a more advanced website).
3. You may opt out of the original 3-year Agreement and convert to a year-to-year commitment at the then-current, population-based Annual Service Package rate, but none of the non-recurring services will be repeated.

General Project Timeline

The implementation timeline for deliverables is subject to client participation, direction, and approvals. The Client’s remade GovOffice website may be deployed in approximately 3.5 months (estimate only).

Responsive Website Design (RWD) process—creative & programming	9 weeks
Site testing across all major Web browsers and mobile devices	<1 week
Complete Navigation Analysis & Restructure, Homepage Setup, Accessibility Statement	4 weeks
Webinar training/ re-training (no added charge) of GovOffice CMS for staff	90 minutes

Testimonials from Upgraded Clients

City of Cascade Locks, Oregon
<https://www.cascade-locks.or.us/>

"GovOffice walked side by side with us through the process, stayed in constant communication, advised and guided us to an exquisite website that today is the central source for information and connection in our community."



City of Twentynine Palms, California
<https://www.ci.twentynine-palms.ca.us/>

"GovOffice allowed us to personalize our website with new features so it remains fresh and innovative for years to come. And their customer service gets an A+ rating. Always quick replies, always a positive attitude and all the options you need to decide what fits your city."



To:

Chasity Wells-Armstrong
Village of Maywood
cwells-armstrong@maywood-il.org

From:

Sam Mastovich, President
GovUnity Websites
(724) 841-7064
sam@govunity.com

Date: 12/29/2021

Mrs. Wells-Armstrong,

Thank you for the opportunity to present this proposal for the redesign of the Village of Maywood's website. Building a website can seem like a daunting task, but GovUnity is here to help. Not only do we have the experience and technical know-how to take care of every aspect of your website project, but we are also committed to a hassle-free, personalized experience at a great price. With over a decade of experience and hundreds of satisfied clients, our team is ready to handle every aspect of your website project.

At the start of the project, we will discuss with you the various functionality and layout options available for the new website. These include but are not limited to:

- ✓ An attractive, user-friendly design with a mix of text, graphics, and other visual elements.
- ✓ An organized menu structure and on-site search function for simple website navigation.
- ✓ A responsive design for optimized use on desktop and mobile devices.
- ✓ The ability to post searchable PDFs, like meeting minutes and agendas.
- ✓ Accessible contact information.
- ✓ Customized online-fillable forms like a contact form.
- ✓ Integration of a news & announcements module, a calendar module, and social media feeds.
- ✓ Thorough Search Engine Optimization, User Acceptance, and Accessibility Testing.
- ✓ Ongoing support from GovUnity.

Our unique process is designed to guarantee that you receive the perfect website. We do not work from pre-created template designs, instead every site we build is custom designed to meet your unique needs. Websites are developed live on our own site, and we give you complete access to the site while it is being developed. This allows you to provide real-time feedback throughout the process.

This proposal document outlines the project scope and provides information about who GovUnity is, how our team works, and why so many organizations like yours have trusted us with their website development projects. If you have any questions feel free to reach out to me via phone or email. This proposal is valid for 35 days.

Thank you for considering GovUnity Websites as your potential website development partner.



Samuel Mastovich
President of GovUnity Websites

PROPOSED BY:



VILLAGE OF MAYWOOD

WEBSITE DESIGN &
DEVELOPMENT SERVICES



Table of Contents

- Company Overview
- Timeline & Project Approach
- Website Features
- Portfolio & References
- Cost of Services
- Proposal Acceptance

A. Firm History:

GovUnity Websites is a dba of MIBS, Inc. MIBS, Inc. was founded by Sam Mastovich in 2009 to provide website design and development services for government and non-profit organizations. The mission of GovUnity is to provide affordable custom website solutions that enable municipalities, like yours, to better serve their community.

The staff at GovUnity Websites all work remotely. This minimizes overhead fees, allowing us to provide exceptional services at a competitive rate. We have worked with clients throughout the United States including in: New Jersey, Ohio, Pennsylvania, Arizona, and New York.

B. Core Competencies:

GovUnity provides complete website design, content management, and hosting services. Our websites are organized to be user-friendly and informative. Our core capabilities include:

Website Design:

Our websites are custom designed to meet the exact needs of each of our clients. Customers have complete access to the website while it is being developed, which allows them to provide real-time feedback. To expedite the process, we build multiple versions of page designs to provide side-by-side comparisons.

Content Management:

The website is developed in an open-source platform. There are no limits to functionality and the platform allows for future growth. Every website is ADA compliant and mobile-friendly. The content management system is updated periodically to maintain compliance with new technology and security requirements.

Hosting:

Our solution offers a secure and reliable data center with a historical uptime of 99.9%. Daily website backups are provided and up to 30 copies are kept on your account.

GovUnity is committed to 100% client satisfaction, that is why our unique process includes:

- ✓ Custom Website Design
- ✓ Live Development
- ✓ Thorough SEO, User Acceptance, and ADA Compliance Testing
- ✓ Complete Content Migration
- ✓ Personalized Training for Your Staff
- ✓ Constant Communication
- ✓ Ongoing Maintenance & Support

Additional services offered by our team include:

- ✓ Graphic Design
- ✓ Logo Design
- ✓ Social Media Management
- ✓ Content Writing

Between plugins, widgets, and our code-writing expertise, there is almost no functionality or design feature that we cannot implement. The GovUnity team will be able to handle every aspect of this project 100% in-house.

C. Differentiators:

Expertise:

GovUnity has been providing website design, content management, and hosting services to government organizations for over a decade. Our lead designer is certified in website accessibility and is a member of the International Association of Accessibility Professionals.

Partnership Mentality:

We form a partnership with each of our clients by maintaining communication throughout the project and following the launch of the website. We provided clients with access to the site and allow for unlimited feedback during development. Our one-on-one training allows you to own your website without being totally dependent on us. But our ongoing support provides peace of mind that when problems or questions arise you will be able to get the help you need.

Client Satisfaction:

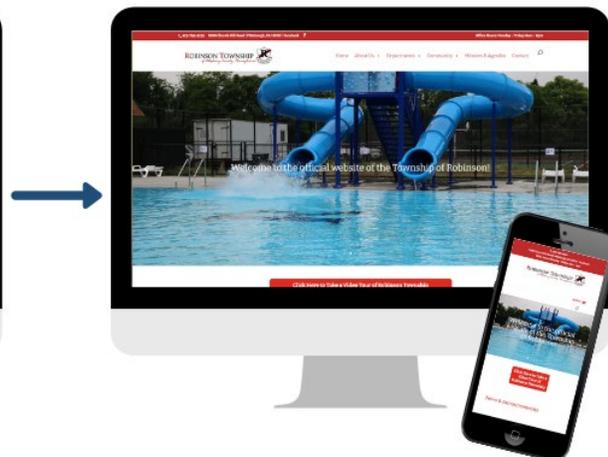
Our unique customer support services are the reason that, in our over 10 years of business, we have never had a client leave us and switch to another developer. During development you will receive the direct email and phone number of our lead website designer/developer. You will be able to contact her at any time during development and following website launch. Meaning you will never have to deal with customer support again. Instead, the lead developer on this project remains available to answer questions and provide quick and complete ongoing support for your website. So, you can rest assured you will always have access to the support you need, when you need it.

Robinson Township

Before



After



A. Anticipated Timeline

GovUnity commits to completing website projects as quickly and efficiently as possible, without compromising quality. Your new website will be live in three months.

Phase 1:	Project Strategy Discussion Meeting
Project Strategy Discussion (Weeks 1-2)	Discussion About Clients Preferences & Potential Designs
	Client Provides Content and Photos
Phase 2:	Due Diligence
Initial Design (Weeks 2-6)	Live Development of the Website
	Continuous Design Review
Phase 3:	Content Population
Content Population (Weeks 6-10)	Navigation Completion
Phase 4:	Website Testing
Website Testing & SEO (Weeks 10-11)	Search Engine Optimization
Phase 5:	Training
Training & Website Launch (Week 12)	Website Launch

The timing of the project can be impacted by changes to the scope of work or delays in the receipt of photos, graphics, or content. The project timeline can always be modified to meet the needs of the Village.

B. Project Methodology:

Phase 1: Project Strategy Determination:

GovUnity works directly with you to deliver a unique and aesthetically pleasing website. We begin each project by discussing with you your goals for the new website. We also review examples sites that you provide. After this we develop two or three potential templates, which we present to you for feedback.

Phase 2: Initial Design

Websites are developed live on our own GovUnity website, and you are given the link to the development site. Allowing you direct access to your site during development helps streamline the process. It also means that you are not limited to a certain number of changes, but can provide feedback at any point to ensure you get the website you want.

Phase 3: Content Population

Once you are satisfied with the design, we will begin populating the site's content and finalizing navigation. Our team will take care of migrating all content from the existing site to the new site, as well as uploading any additional content you provide.

Finalizing site navigation includes: ensuring menus and submenus are functional and clickable, creating sitemaps for both the site and for search engines, and finalizing site links. During this stage we will also name photos with alternative text, create custom forms, and integrate other additional functionality like calendars, social media feeds, and emergency alerts.

Phase 4: Website Testing & SEO

Next, we test all of the site's functionality to ensure that everything is working properly. This includes reviewing content, verifying that links and forms are going to the correct place, and user acceptance testing. An accessibility validation and mobile usability testing is also completed.

In addition to testing, all search engine optimization (SEO) tasks are completed including:

- ✓ The finalization and submission of sitemaps to the search engines
- ✓ The completion of title tags, header tags and photo descriptions
- ✓ The optimization of URL page names

GovUnity websites are optimized for use on major search engines, including:



Phase 5: Training & Website Launch

Every GovUnity website is designed so that members of your team can quickly and easily maintain the website. Our in-depth training program includes:

- ✓ One-on-one training by screen-share call with the lead web developer on the project.
- ✓ A step-by-step tutorial document outlining how to maintain, change, and update every aspect of the website.
- ✓ A link to a demo site to practice on before making changes on the live site.

Once training is completed, the next step is the website launch. GovUnity works with the hosting company to ensure a smooth transition to the new website.

Phase 6: Ongoing Support

Our team's ongoing support provides peace of mind that your website will always perform optimally. If there are challenges that need addressed, our team will be there to offer timely and complete support. At the start of the project you will receive the direct email and phone number of our lead designer/developer, allowing you to reach out to her for assistance at any time during development and following project launch.

Our user-friendly Content Management System coupled with our teams coding knowledge and use of secure plugins means there is almost no website functionality that we cannot achieve. The following explains our approach to common functionality requests. To learn more, watch the [free demo video](#) on our website or schedule a personalized demo call with our team.

Information Flow & Usability:

Your website will be user-friendly and easy to navigate. It will include:

- ✓ **Responsive Web Pages:** Website pages automatically resize, re-order, and/or re-align content based on screen size, to ensure mobile-friendliness. You can update one version of the site that will automatically adapt as needed.
- ✓ **Menus:** An organized main navigation menu makes finding information on the site simple.
- ✓ **An On-Site Search:** An on-site search function allows users to search page content and files. Administrators can fine tune search results by using synonyms and common misspellings.



We also recommend including these additional features, which can be added at no extra cost, to further enhance information flow and usability.

- ✓ **Frequently Asked Questions (FAQ) Module:** The FAQ module allows for an unlimited number of FAQ categories and questions. FAQs can be searchable and allow for anchoring/hooks from other web pages to specific FAQ answers.
- ✓ **Printer Friendly Options:** A Print Friendly option allows visitors to print website content without including unnecessary parts of the page like menus, sidebar navigation and footers.
- ✓ **Language Translation:** Google Translate integration allows users to translate website content quickly and easily. All text on the webpage (except text within images or logos) will automatically translate upon language selection (default language will be set to English).

Media Files & Aesthetics:

Our team works with you to create an aesthetically pleasing design that incorporates your branding including color scheme, logo, and other media elements.

Media Library:

Our Media Library supports multiple image, document, and multimedia formats including png, jpeg, jpg, mp4, pdf, doc, and more. Once uploaded to the Media Library, files are available for use anywhere on the website including: slideshows, carousals, galleries, collages, and more.

Files can also be organized in the Media Library using categories and tags, allowing users and administrators alike to locate the files they need more easily.

Image Editing:

The image editing function offers on-site editing capabilities like cropping and resizing photos.

Video Hosting:

The CMS allows for video hosting on the website. Alternatively, videos hosted on a third-party platform like YouTube or Vimeo and can be embed on the website via iframe functionality.

iFrame Functionality:

Website administrators can embed iFrames and other items to any webpage. Examples of iFrames or embedded material include: videos from third party sources like YouTube, GIS Map links, social media links and feeds, audio files, and other third-party applications.

Resident Communication & Engagement:

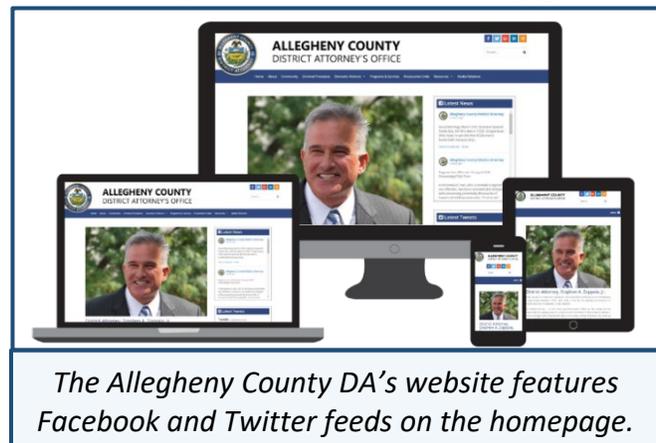
The following features help keep your audience up-to-date, and increase website engagement.

Social Media Integration:

Integrate social media into the site with links, icons, feeds, and more. Popular integrations include Facebook and Twitter. Content published on the site can be shared to compatible social media platforms from within the CMS.

Calendar:

Showcase and share upcoming events with our Calendar module. The user-friendly interface allows administrators to add, edit, and remove events. Events can be segmented into categories, so users can filter the general calendar and staff can show only specific events on any given page. Events can include additional details like pdfs, images, videos, and links. And, website visitors can sync the website calendar with their personal calendar.



News & Announcements Modules:

Our news and announcements module allows site administrators to post press releases, feature stories, current events, hot topics, and more. Postings can be searchable and organized using categories and tags. An automatically updating section that displays the most recent posts can be added to the homepage. Posts can include any number of files, links, widgets, etc.

Emergency Alerts & Emergency Home Page:

Easily visible and updatable emergency alert notifications can be enabled and disabled on the website. Emergency alerts can link to critical on-site content or external web links. An Emergency or Alternative Home Page can easily be swapped out for the traditional home page.

Banners & Graphics:

Header banners can be used to highlight important content or regularly requested information.

Meeting Management Applications:

These applications allow the staff to efficiently manage the meeting process. This includes uploading meeting agendas and minutes for public view.

Event Registration:

The event registration functionality allows website visitors to register for events, classes and more on your website. Forms and payments are processed over a secure https connection.

ePayments/eCommerce Integration:

Payment processing can be integrated with several third-party payment solutions. The benefit of integrating payment through a third-party system is that the Borough is not responsible for PCI DSS compliance, since all payments will be processed via the third party. Processing transaction and merchant account fees apply.

Citizen Request Management (CRM) Tool:

Choose any of the following features to help you manage citizen requests from the website.

Contact & Custom Forms:

Create and edit user-friendly forms for use on your website. Popular form integrations include contact forms, applications, and more. Form fields, access, and routing can all be customized, using our library of tools and settings. Field options include: name, contact information, file upload, payment information, and more.

Tracking:

Track tickets by assigning a tracking number to each request submitted. Issue tracking is also useful when receiving multiple requests regarding the same topic. To track an issue, create a group of tickets and manage the group as a single entity.

Merging/Splitting Tickets:

Easily merge duplicate tickets into a single ticket. Or if you receive a request ticket that has multiple questions which you prefer to handle separately, you can duplicate the original request tickets.

Notifications & Emails:

Notify agents, citizens, guests or third-parties when tickets are created and replies are sent or received. Notify a manager when a request is escalated to a higher priority or put on hold.

Request Routing:

Automatically route citizen request entries to specified agents based on any number of rules such as department, availability, request status and more.

Private Notes:

Add private notes for staff and agents to citizen requests, useful for cases requiring multiple agent involvement.

Status & Priority Labels:

Create custom priority levels and status labels for citizen requests to help agents prioritize requests.

Canned Responses:

Receiving the same requests or questions regularly? Create canned responses with all pertinent information allowing agents to provide a full reply within a few clicks.

Control Agent Access Point:

Select to allow your agents front-end access, back-end access, or both. Multiple agent roles with varying (and customizable) capabilities and permissions are available. Use a combination of roles that best fits your staff and workflow.

Time Tracking:

Track time spent on requests automatically, manually or a hybrid. Allows for time tracking at a granule level so you know exactly how much time is spent on citizen requests.

Auto-Close Requests:

Store submitted tickets on the website and streamline the workflow by closing active tickets that have not had a citizen response after a specified period of time.

FAQ:

Tired of answering the same questions over and over? With the FAQ addon, you can easily create and publish FAQs from any ticket – during or after reply. It only takes one click.

Citizen Accounts:

Allow citizens to create an account to view and respond to their open request topics.

Reports & Statistics:

Easily create unique actionable reports that give you insights into your support operations.

Satisfaction Survey:

Automatically send a survey email to the citizen after their request ticket has been closed. The customer can indicate how satisfied they were with the efforts of the agent to resolve their issue or request.

Third-Party Integration:

Tie your citizen request management system into MailChimp, WooCommerce, Teamviewer Chat, Filestack, or Zapier.

Staff Efficiency:

Intranet Portal:

Non-public resources can be securely secluded on the site for staff or member access only. Login credentials will be required to gain access.

Extranet/Password Protected Pages:

Password protected pages can be added to the website. These pages can be made available to a specific group of individuals, like employees, in order to provide access to secure content.

Department/Division Pages:

We can incorporate various department websites into one full-service site by creating department landing pages.

RFP Management:

Request For Proposal (RFP) documents can be posted to the website manually or be scheduled for publishing and expiration on pre-determined dates/times. Posts can be organized by category and searchable via the on-site search function.



Job Postings:

Website administrators can create custom online job applications as well as email templates to send customized notifications to applicants. Job posts can be defined by category, and include files, images, links, and/or embedded third party materials as necessary.

Directories:

Create staff and business directories using the GovUnity directory module. Directories can be simple, with a list of names and basic contact information, or more complex with filterable categories and robust profile information.

Hyperlinking:

An automatic hyperlinking option allows you to add both internal and external links to the site. Links to some non-html resources, like Adobe Acrobat Reader for PDFs can also be added.

Technical Aspects:

Accessibility:

Website accessibility is the process of making the internet equally accessible for people with cognitive, hearing, movement and sight disabilities. The lead website designer/developer on this project is certified in accessibility and is a member of the International Association of Accessibility Professionals. We will ensure that your website complies with ADA and WCAG 2.0 accessibility standards. Our website accessibility plan includes:

- ✓ A Website Accessibility Statement
- ✓ Thorough Accessibility Audits
- ✓ Corrections for all Audit Findings
- ✓ Comprehensive Documentation
- ✓ Ongoing Training

Google's Core Web Vitals:

Your website will comply with the standards of Google's Core Web Vitals Initiative. To ensure compliance with the Core Web Vitals our team tests websites prior to launch using tools like Page Speed Insights and Google Search Console.

Domain Registration:

Register as a ".com," ".org," ".net," or ".gov" domain. We provide step by step instructions to guide you through the domain registration process.

Analytics:

Google Analytics tracking code will be integrated within the website. The tracking code can be carried over from the current website (if applicable) or GovUnity can create and apply a new analytics code to be used on the website. The ability for website administrators to view analytics data from the website Dashboard can also be added.

Security:

Our website offers numerous security features to limit the possibility of security breaches. We work to maximize website security by using reputable plugins and themes, limiting entry points to the website, enabling automatic and/or one-click software updates, and maintaining regular backups of the website.

Website Hosting:

While we do not require clients host their website with us, GovUnity does provide fast and reliable website hosting through a trusted third-party partner. Notable hosting features include:

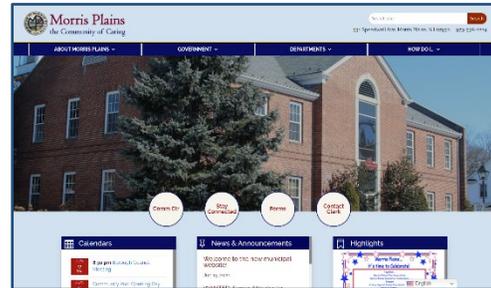
- ✓ **Uptime & Speed:** Our hosting solution offers a secure data center with a historical uptime of 99.9%. Use of a Solid State Drive and NGINX web server technology increase speed and input/output operations.
- ✓ **Disaster Recover:** Daily website backups are provided and up to 30 copies are kept on your account. In the case of an emergency clients who have the Backup Service enabled can restore all files/folders, MySQL databases, and emails.
- ✓ **DDoS Protection:** Key Features of DDoS protection include:
 - A hardware firewall filtering flooding traffic
 - A local software firewall with complex functions and traffic monitoring
 - Limit to the number of connections a remote host can establish
 - Monitoring failed login attempts from hosts

A. Design Portfolio:

The following examples demonstrate our design capabilities and provide you with examples of some of the different directions we can take with the creative design of your website.



Borough of Oakmont
<https://oakmontborough.com/>



Borough of Morris Plains
<https://morrisplainsboro.org/>



Clinton Township
<http://myclintontwp.net/>



The Municipality of Penn Hills
<https://pennhills.org/>



Penn Township
<https://penntwp.org/>



Slippery Rock Township
<https://srtwp.com/>

B. References:

The Municipality of Penn Hills, PA:

<https://pennhills.org/>

Jess Toth, IT Administrator

Phone: (412) 342-1094

Email: jjtoth@pennhills.org

The Borough of Morris Plains, NJ

<https://morrisplainsboro.org/>

Nancy Verga, Council Member

Phone: 973-714-8246

Email: nvergamp@morrisplainsboro.org

Lee Township, OH

<https://leetownshipohio.org/>

Kris McPeck, Fiscal Officer

Phone: 740-213-6218

Email: leetownship@sbcglobal.net

Township of Robinson, PA

www.townshipofrobinson.com

Frank Piccolino, Manager/Treasurer

Phone: (412) 788-8120

Email: fpiccolino@townshipofrobinson.com

Allegheny League of Municipalities (ALOM)

www.alleghenyleague.org

Crystal Sickles, Director of Events & Communications

Phone: (412) 261-2521

Email: crystal@alleghenyleague.org

A. Costs & Services:

At GovUnity, we know the importance of value. We work diligently to provide quality products and services at affordable prices. Our comprehensive professional services include:

- ✓ Website Design
- ✓ Website Development
- ✓ Complete Content Migration
- ✓ Training
- ✓ Search Engine Optimization
- ✓ ADA Compliance

A one-time initial design fee of \$7,200 will cover all costs associated with website design, website development, and complete content migration. It also covers up to 10 hours of virtual training that can be attended by 8 team members, and you will receive a personalized training document to keep for future reference. Additional training sessions can be provided, as needed, for an hourly fee.

An annual hosting fee of \$600 will cover all costs associated with website hosting. Our starter hosting plan accommodates 10,000 monthly visits to the site and includes 10GB of storage space and unlimited email accounts on your domain. This plan can be upgraded for more storage and more monthly visits. An annual support fee of \$2,400 will cover the cost of ongoing support and maintenance.

	Initial Design Fee	Annual Support Fee	Annual Hosting Fee
	\$7,200	\$2,400	\$600
Total 1 Year Investment (One-Time Fee + 1 Year of Support)	\$10,200		

B. Terms of Payment:

Standard GovUnity Invoicing:

- ✓ The Initial Design Fee can be paid in two installments. The first installment of \$3,600 will be charged the day the website goes live. The second installment of \$3,600 will be charged 6-months later.
- ✓ The Support Fee is paid in equal installments of \$2,400 and is renewable annually.
- ✓ The Hosting Fee is paid in equal installments of \$600 and is renewable annually.
- ✓ All invoices are net 30 days.

Customizable Invoicing:

- ✓ Other billing options and payment schedules can be discussed before a contract is signed. Our goal is to develop a feasible payment plan that benefits all parties.

GovUnity Guarantees:

- ✓ There will be no price increases for our services during the contract period.
- ✓ You will maintain 100% ownership of the website and all of its content.

Additional Services:

- ✓ Additional services are available at additional costs.

C. Other Services:

Additional Training	Training sessions with the lead project designer cover all aspects of updating and maintaining the site. These can be scheduled at any time.	\$70.00 per hour	Billing will occur semi-annually
Graphic/Logo Design	GovUnity can provide custom graphics, including infographics, for your website. And we can work with you to create a new logo to enhance your image and your brand.	\$70.00 per hour	Billing will occur semi-annually
Content Writing	Our on-staff content writer can assist with writing and editing content for the website on an as-needed hourly basis.	\$50.00 per hour	Billing will occur semi-annually.
Social Media Management	GovUnity provides assistance setting up social media accounts. We can also streamline the posting process by helping to write and schedule posts for publishing.	\$50.00 per hour	Billing will occur semi-annually

Proposal Acceptance:

I have read and agree with this proposal. The Village of Maywood, IL authorizes MIBS, Inc. dba GovUnity Websites to perform the duties described in this proposal.

Signature

Title

Date



Samuel J. Mastovich

President

Title

12/29/2021

Date

GovUnity Websites
711 Magnolia Lane
Cranberry Twp., PA 16066
(724) 841-7064
team@govunity.com
www.govunity.com

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www.govunity.com



team@govunity.com



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

April 11, 2022

Dear Village of Maywood Board of Trustees,

Attached you will see the invoice for the Q1 2022 Newsletter. Today, I learn the newsletter is stuck for printing due to billing (please see attached). There is still funding in the newsletter budget line item to pay for April 2022 and May 2022. I am asking that the newsletter budget line item come under Mayor & Board of Trustees. During the previous administration the newsletter was only created and mailed twice a year. The previous administration enlisted the assistance of Tina Valentino of the Neighborhood News to create content for the newsletter in the past. The previous Mayor would also spend up to \$300 to have someone write her messaging.

Since June of 2021, under the Booker Administration we have produced our own newsletter with no additional funding needed to produce. In creating the Community Relations Manager role under the Mayor & Board of Trustees Budget Line, Mrs. Banks plays the essential role of retrieving messaging and information from staff who run the day-to-day operations. Even with reducing the budget line by \$10K, as we move into FY23, we have partnered with enough partners to produce not only a monthly digital newsletter, but a monthly newsletter that can be mailed to every household and business throughout Maywood.

As you have seen over the months the newsletter is full of community engagement and collaborations, that are not a part of day-to-day operations nor facilities management. This line item should be moved from the Village Managers line and placed into the rightful community engagement department of Mayor & Board of Trustees.

I am also attaching multiple newsletters that operate within the same form of government as Maywood. You will see information is retrieved from various departments and the mayor's message kicks off the newsletters as has ours.

Westchester - https://issuu.com/westchester-il/docs/march_westchester_final_use_this_1

Elmwood Park - <https://elmwoodpark.org/news/newsletters/>

LaGrange Park - <https://www.lagrangepark.org/DocumentCenter/View/2181/2022-Spring-Rose-Clippings-PDF>

Northlake - <https://www.northlakecity.com/wp-content/uploads/2022/04/april-may-2022.pdf>

Riverside - <https://northriverside-il.org/sites/default/files/NRIV%20WINTER21-WEB.pdf>

Warmest Regards,

Nathaniel George Booker

Mayor Nathaniel George Booker

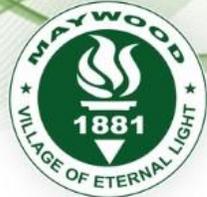
VILLAGE PRESIDENT, Mayor Nathaniel George Booker
BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon
VILLAGE CLERK, Gwaine Dianne Williams **VILLAGE MANER, Chasity Wells Armstrong**



Elements of a Healthy Maywood

Village of Maywood Community News April 2022



From the Desk of Mayor Nathaniel George Booker

The month of March was full of exciting things happening in the Village of Maywood. We said hello to multiple new businesses, we continued our focus on public safety, and enhanced our unity in the community initiatives. On April 4th we begin with our new garbage and recycle collection company LRS. This new contract will save the village more than \$600K over 5 years from what our previous company was proposing. We will continue to service as financial hawks to protect our community.

We are committed to continue Moving Maywood Forward Together in a positive and collaborative way. This month kicks off our Village Pride, Village Wide Summer initiative and I cannot wait for everyone to join in on the fun! bit.ly/vpvw2022

In this month's newsletter you will also see updates in our infrastructure improvement efforts and so much more.

To get more involved please sign up at Bit.ly/maywoodvolunteers

Nathaniel George Booker



Legends Grill is OPEN!



FUN at the Park District



Chicagoland Car Jacking Taskforce



Renovations for the upcoming 100 unit Senior Living is coming along

Loyola Stands Summit	Wed	4/6	8:30a – 12:30p	Loyola
Maywood Spring Fling Family Night	Thurs	4/7	6p – 8p	921 9 th Ave
Maywood Easter Egg Hunt	Sat	4/9	12p – 2p	921 9 th Ave
Maywood Housing Collaborative	Tues	4/12	10a – 11a	809 Madison St.
Exploring Youth Engagement Showcase	Sat	4/16	11a – 1p	921 9 th 113
PASO Hispanic Community Meeting	Wed	4/20	6p – 8p	809 Madison St
Business Improvement Breakfast	Thurs	4/21	10a – 11:30	921 9 th Ave
Community Meeting with the Mayor	Thurs	4/21	7p – 8:30p	436 S 13 th Ave
Earth Day – Community Planting	Fri	4/22	4p – 6p	921 9 th Ave
Community Policing Meeting	Mon	4/25	7p – 8p	809 Madison St
Village Pride, Village Wide	Sat	4/30	9a – 1pm	1 st – 4 th Oak St
Partners for a Healthy Community Fair	Sat	4/30	1p – 5p	1832 S 8 th Ave



Maywood Seniors Club meets every Wednesday @ 1pm at the Maywood Park District located at 921 S 9th Ave



Maywood @ the Bulls Game



BEGINNING APRIL 1, 2022
VILLAGE OF MAYWOOD
WASTE & RECYCLING & YARD WASTE COLLECTION
844.NEED.LRS | SERVICES@LRSRECYCLES.COM

LRS is excited to become the Village of Maywood's new residential service provider, starting on April 1, 2022. We have a great appreciation for the high standards Maywood residents have when it comes to service, quality and value. We look forward to exceeding those expectations. LRS is a Midwest leader with a local operation established right here in Maywood! Under the Village's new contract with LRS, residents will receive new waste carts and new larger recycling carts.

This mailer includes important information that will answer basic questions and explain your new services in greater detail. We hope that you will keep it handy, and use it as a reference point as needed.

SERVICE TRANSITION

New service with LRS will start on April 4, 2022. However, we will start delivering waste carts during the last two weeks of March. These carts will be placed at curbside, and should not be used until the first week of April.

NEW SERVICE DAYS

Maywood residents will see a change in service day. Your new service day is listed near your mailing address on this document.



Please use the QR code to the right to visit the LRS - Maywood Site. You may also visit us at LRSrecycles.com/Maywood



WASTE COLLECTION GUIDELINES

All Maywood residents will be provided with one 95-gallon waste cart and one 65-gallon recycling cart. These carts will be serviced on a weekly basis.

All carts should be placed out for collection no later than 6AM on your service day. LRS recommends that carts are placed out for service the night before. Although LRS strives to keep a consistent pick up time, weather and staffing can alter pickup times.

All waste should be bagged and placed inside of the provided LRS cart with the lid closed to ensure safe collection and to help maintain a clean neighborhood appearance.

EXCESS GARBAGE

For trash that does not fit in the cart, LRS will collect unlimited bagged household waste. Containers must be 35-gallons or less and weigh 50 pounds or less.

BULK ITEM

If a single item is too large to fit in a cart then it is considered a bulk item. LRS will accept two bulk item's per week for no additional charge. The bulk item will be collected on your regular scheduled trash day. If the item is heavier than 50lbs please contact LRS to schedule the collection with our customer experience team so they can provide adequate equipment to handle the item safely.



WHITE GOODS

LRS will provide collection of major appliances, including but not limited to ovens and refrigerators. LRS will accept white goods for collection at no additional charge, but the item must be scheduled with LRS in advance.

Residents may either email us at Service@LRSrecycles.com, or call **888.NEED.LRS** to schedule collections.



ADDITIONAL CARTS

Should you need an additional waste or recycling cart on a permanent basis, LRS will provide one at a cost of \$3 per month, per cart. Please contact LRS directly at Service@LRSrecycles.com or **844.NEED.LRS** if you'd like to request an additional cart.

NEW RECYCLING PROGRAM

LRS is proud to announce a new recycling program that will deliver a best in class recycling program to the residents of Maywood. Each resident will receive one 65-gallon recycling cart serviced weekly. This will replace the existing can or tub. Recycling guideline instructions will be on the lid of your new recycling cart. Please ensure recycling items are NOT BAGGED and placed LOOSE into the cart. NO PLASTIC BAGS are allowed in the recycling cart.



YARD WASTE COLLECTION

LRS will provide seasonal yard waste collection from the first full week in April through the last week in November. Residents may place out their own 35-gallon or smaller cans with yard waste, or brown kraft bags free of charge. User-owned cans should be clearly marked as "YW," and may not weigh more than 50lbs (this weight limit also applies to kraft paper bags). Bundles of twigs, sticks and branches may not exceed 4 feet in length and 18 inches in diameter.

LRS will provide curbside collection of Christmas trees for two weeks in January at no charge. Only live trees (not in bags) free of any tinsel, lights or ornaments will be accepted.

HOLIDAYS

LRS observes the same six holidays that your previous hauler observed. Those are:

NEW YEAR'S DAY
INDEPENDENCE DAY
THANKSGIVING

MEMORIAL DAY
LABOR DAY
CHRISTMAS

If the holiday falls on a weekday prior to your service day, service will be delayed by one day. There will be no collection on any of the six holidays listed above.

844.NEED.LRS

SERVICE@LRSRECYCLES.COM

A LOOK INTO MAYWOOD PUBLIC SAFETY



Thank you Mayor [Lori Lightfoot](#) and the [Chicago Police Department](#) for establishing the Joint Carjackings Operations Taskforce and partnering with the [Village of Maywood](#).

Maywood Joined the VHTF (Vehicular hijacking taskforce) in September of 2021 as a way of combating this trend. Maywood of carjackings. Maywood supplied two detectives from the Gang/Narcotics Unit to join the taskforce. Joining the taskforce gave the [Maywood Police Department](#) access to additional resources, in the form of personnel, license plate readers and helicopters among others support.



What we have learned is a great deal of the victims of carjackings in Maywood are not Maywood residents. Crisis Management and Public Safety is of high importance for this administration.

On Friday, March 4, 2022, Maywood Police Officers arrested and charged Edgar Sanchez of Maywood, with Felony Aggravated Fleeing and Eluding, Aggravated Unlawful Use of a Weapon, and several IL Vehicle Code Citations.

Maywood Police Officers also recovered the following items from Mr. Sanchez, upon his arrest:

- (1) "Sig" magazine loaded with 9MM rounds on the driver's floorboard
- (1) Smith & Wesson .380 caliber M&P Bodyguard handgun w/gun lock affixed to it going through the chamber,
- (1) S&W .380 caliber magazine loaded,
- (1) additional "Sig" handgun loaded with an unknown amount of 9MM rounds,
- Additional notes: Sig Sauer (black) w/RMR sight, with one loaded live 9MM round in the chamber.

Village of Maywood Q1 2022 Public Safety Statistics

CRIME	22-Jan	22-Feb	22-Mar
Homicides	0	0	0*
Vehicular Hijackings	5	1	1*
Burglaries	5	3	0*
Overdoses	1	0	2*
Aggravated Battery by Firearm (shots fired)	1	1	4*
Robberies	0	0	0*

MAYWOOD BUSINESSES ARE HIRING



1401 St Charles Rd, Maywood, IL 60153
www.aetnaplywood.com/aetna-careers/



JOIN OUR TEAM!

Maywood, IL

1201 W. St. Charles Rd. • Maywood, IL 60153

We're hiring All Positions

Become a Cintas employee-partner and enjoy:

- Competitive pay
- 401(k), profit sharing, and employee stock ownership
- Comprehensive benefits (medical, dental, vision)
- No weekends
- Paid time off and holidays

To learn more about our culture, visit us on social media!

Cintas CintasCorp CintasCorp

careers.cintas.com

Cintas Corporation is an EEO/Affirmative Action Employer and will make all employment-related decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.



Moving Maywood Forward Together | Mayor Nathaniel George Booker | nbooker@maywood-il.org

WHAT'S HAPPENING AROUND MAYWOOD

Meeting with the Mayor is a great time to join community conversation on all things Maywood. Be sure to come have your voice heard at the next meeting. A special thank you to [Miracle Revival Cathedral](#) for hosting and [Oak Street Health](#) for providing breakfast during our March Meeting

Next Meeting, Thursday, April 21st @7pm
 2nd Baptist Church (436 S 13th Ave)



Thank you Mr. Willie Wilson for providing \$20K to the Village of Maywood residents. Your humanitarian support provided gas to more than 450 vehicles. Special shout out to the Maywood Police Department and the newly launched Homeland Security and Emergency Management Team long with all other volunteers who helped make this event a success.



The [Village of Maywood](#) Job and Trade Fair powered by the [Maywood Park District](#) was a success. Thank you such as [West Suburban Cook County American Job Center](#), [The Way Back Inn](#), [Proviso Leyden Council for Community Action, Inc - PLCCA](#), [First Student](#), [Proviso Community Bank](#), [Loyola University Chicago](#), [American Income Life Insurance Company](#), [Triton College](#), and more.

Moving Maywood Forward Together | Mayor Nathaniel George Booker | nbooker@maywood-il.org



BUSINESS FAÇADE MICRO LOAN PROGRAM

A NEW OPPORTUNITY FOR BUSINESSES IN THE VILLAGE OF MAYWOOD

The Business Façade Micro Loan Program is made available through a partnership between Proviso Community Bank and the Village of Maywood. The purpose of the program is to promote the revitalization of Maywood by providing loans for property improvements or asset purchases for commercial buildings village-wide. The program is available for both commercial property owners and commercial tenants who will be direct borrowers.

EASY ACCESS LINE OF CREDIT¹

Promotional intro rate - 1.99% for the first 12 months.²

- Up to a maximum of **\$150,000**
- Access funds when you need them

READY TO APPLY?

TO REQUEST A BUSINESS FAÇADE MICRO LOAN APPLICATION,
OR FOR MORE INFORMATION, CONTACT:

CHRISTOPHER J. PARKER
Vice President, Director of Community Banking
Proviso Community Bank
1111 W. Madison St. | Maywood, IL. 60153
630-321-2188 | cparker@wintrust.com

ANGELA SMITH
Community Development Director
Village of Maywood
40 W. Madison St. | Maywood, IL. 60153
708-450-6351 | asmith@maywood-il.org

PROVISO COMMUNITY BANK

A WINTRUST COMMUNITY BANK

1111 Madison St. | Maywood, IL 60153
708-483-4220 | www.provisobank.com



Proviso Community Bank is a branch of Hinsdale Bank & Trust Company, N.A. **1. Easy Access Line of Credit.** Loan and renewal fees may apply. Requires company's primary checking account to be with the bank. Subject to underwriting guidelines. See a personal banker for details. Business must be in operation and in business for 12 months or more. **2. Variable Rate.** WSJ Prime + 6.00%, floor of 11.00%. The Annual Percentage Rate (APR) is a fixed rate that's based on the Prime Rate reported in the Money Rates section of the Wall Street Journal (the "WSJ Prime") plus a margin, at the time the loan is made. For example, on 2/3/22, WSJ Prime was 3.25% resulting in the APR disclosed. See the bank for details. Applicant must meet underwriting guidelines. Application must be received by 12/31/22. **A listing of WIFC locations can be found here: wintrust.com/locations.**



WHAT'S HAPPENING AROUND MAYWOOD



Thank you Village of Forest Park, Mayor Rory Hoskins for inviting the Village of Maywood to participate in the Annual St. Patrick's Day Parade! As we continue our intentional steps towards more unity in our communities sharing experiences such as this with Oak Park, River Forest, County, State, and Federal officials, is what's it all about.

Thank you PASO - West Suburban Action Project for your great partnership as we continue to build on our culturally rich community. PASO meets every 3rd Wednesday of the month at 6pm at the [Lightford Recreation Center](#) (809 Madison St.) with community members and various representatives with resources in full Spanish speaking sessions. As we continue expanding ESL services, we look forward to ensuring we are a community that celebrates Diversity, Equity, and Inclusion Learn more at www.pasoaction.org



Thank you [Maywood Park District](#) for hosting the [Village of Maywood](#) Elements of a Healthy Maywood!

Thank you to our speakers Dr Amy Luke and Gwen Haney of [COVID Equity Response Collaborative: Loyola](#), + [Loyola University Chicago](#), Board President Erica Sanchez of [Maywood Public Library District](#), Commissioner Jeffrey Dean Harris + Executive Director Lonette Hall of the Maywood Park District, Board President Rodney Alexander of [Proviso Township High Schools District 209](#), Board President [Gwaine Dianne Williams](#) + Irving Middle School Principal Keith Mahone of [School District 89](#) for sharing all things that equal Moving Maywood Forward Together.



As we focus on building a Federally Qualified Health Center, providing better Public Safety, Economic Opportunities, Grocery and Fresh Produce options, Educational opportunities and so much more we invite you to sign up at bit.ly/maywoodnews for more details.

COMMUNITY ADVOCACY AND VIOLENCE PREVENTION SUMMIT



APRIL 6, 2022
HEALTH SCIENCES CAMPUS
& VIRTUAL WEBINAR

SCHEDULE

- 8:30 a.m. Registration
- 9:00 a.m. Featured Address: *Fred Guttenberg*
- 10:00 a.m. The Current State of Gun Policy: *Dave Olson, PhD*
- 10:15 a.m. A Physician's Perspective on Gun Violence: *Hieu Ton-That, MD*
- 10:45 a.m. Panel Discussion: First-hand Gun Violence: *Hieu Ton-That, MD; Sarah Foggy, RN, BSN, SANE; David Bailey and Crystal White*
- 11:15 a.m. Safe Firearm Storage: *Kelly Henry, MD*
- 11:45 a.m. Workshop: Gun Violence Advocacy in Proviso *Coalition for Spiritual and Public Leadership*
- 12:20 p.m. Community Activity and Closing Remarks
- 12:30 p.m. Grab and Go Lunch

Additional specialized content will be available on STANDAGAINSTGUNVIOLENCE.ORG



Featured Address:
Fred Guttenberg

Author, gun safety advocate,
Parkland parent,
and founder of
Orange Ribbons for Jaime

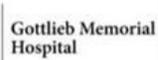
* This event is eligible for 2 EGR Credits, CCGH Supported Lecture Credit, and 2 AMA PRA Category 1 Credits.

ACCREDITATION STATEMENT

The Loyola University Chicago Stritch School of Medicine is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians. The Loyola University Chicago Stritch School of Medicine designates this live activity for a maximum of 2.0 AMA PRA Category 1 Credits™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.



Registration
No app needed,
just point camera here



I-290 Corridor Storm Sewer Separation Improvements – The Village received 639K for design engineering from Cook County, 4.0 Million from MWRD for Construction, and has an additional 3.5 Million from Cook County for Construction lined up. In total, we are receiving over 8 million dollars at zero match. While this project will be constructed in 2023, we've never seen this amount of money come to the Village before. All in all, the project upon completion of all of the phases will address over 1,600 residential properties and include 8.8 miles of storm sewer!

Water Main Improvements – The Village completed the Roosevelt Road Water Service Transfer Improvements, First Avenue Water Main Improvements, Emergency Water Connection at 10th Avenue, Madison Street Water Main Improvements, and Bataan Drive Water Main Improvements. In total, the Village removed 12,400' of old cast iron 4"/6" water mains and installed 6,700' of new 8"/10" Ductile Iron Pipe Water Main/PVC Water Main. 51 new valves and 36 new fire hydrants were installed on the water system as part of these projects.

Asphalt Pavements – 7,000 Square Yards of residential Hot-Mix Asphalt (HMA) pavements has been resurfaced or reconstructed, for a total of over 3,000 Tons of Hot-Mix Asphalt placement.

Concrete Pavements – 2,875 Square Yards of 8" finished Portland Cement Concrete (PCC) Pavement was installed in industrial corridors to replace failed brick/asphalt pavements.

Drainage Improvements – Over 750 feet of old 8" vitrified clay pipe (VCP) storm sewer lateral was replaced with new 10" PVC storm sewer pipe. 22 old block/brick catch basins were replaced with new precast concrete structures.

Combined Sewer Improvements – Over 1,000' of 18" clay combined sewer was rehabilitated via Cured in Place Pipe (CIPP) lining method and considered "new".

Alley Improvements – 475 Square Yards of existing stone alley pavement were improved with 8" PCC Pavement. This completes the installation of concrete alley pavements within the Madison Street TIF limits, with the exception of certain stone alleys that are not Village right-of-way.





Maywood Housing Collaborative Meeting
Tuesday, April 12th @ 10am
 Lightford Recreation Center (809 Madison St.)

Topics include: Rental Issues, Land Bank Opportunities, Realtor Obstacles, Abandoned Homes, Delinquent Tax Issues, and more

APRIL 9TH
Easter egg hunt
 Maywood Park District
 10AM SHARP
FREE ENTRY
MUSIC GAMES WIN PRIZES & MORE!
CENTRAL AREA PARK
 921 S. 9th Ave. Maywood, IL. 60153
 scan to register
 www.maywoodparkdistrict.org/upcomingevents

Spring Fling Dance
 Maywood Park District
 When: April 7
 Time: 6-8pm
 Cost: \$35 for a couple \$10 extra person
 Dress in your Sunday's best for a date night in your neighborhood or make it a family affair!
 Refreshments will be served
 Where: 921 s 9th ave Maywood, Il 60153
 Come Join Us!
 bit.ly/RegisterMod
 scan to register

ELEMENTS OF A HEALTHY MAYWOOD in partnership with **PROVISO COMMUNITY BANK** a **WINTRUST BANK** presents...



MAYWOOD BUSINESS IMPROVEMENT & INVESTMENT BREAKFAST

Nathaniel George Booker
 Mayor of Village of Maywood

PROVISO COMMUNITY BANK
 A branch of Hinsdale Bank & Trust Company
 A WINTRUST COMMUNITY BANK

Christopher J. Parker
 Vice President of Commercial Banking

Thursday, April 21, 2022 @ 10am
Maywood Park District
921 S 9th Ave, Maywood, IL

RSVP REQUIRED: bit.ly/maywood42122

For more information contact Director of Community Engagement
LaSondra Banks at lbanks@maywood-il.org

NEW BUSINESSES OPENING IN THE VILLAGE OF MAYWOOD



Welcome **Allure Hair Studio (914 S. 5th Ave)**. We look forward to great success and a bright future as we see intentional investment in our commercial development.



Welcome **Legends Grill & Music Venue (9 N 5th Ave)**! **Congratulations** to Jeremiah Brownlee for opening a delicious and vibrant venue.



Welcome to the expansion and new location of!
Kingston Market Caribbean & African Groceries at (1305 S. 5th Ave)
Mark Phillips, Askale Phillips, and Brian Phillips. Since 2019 you have worked to expand and now you have more to provide to our residents.

Moving Maywood Forward Together | Mayor Nathaniel George Booker | nbooker@maywood-il.org



EXPLORING™
DISCOVER YOUR FUTURE



YOUTH & FAMILY DAY
SATURDAY, APRIL 16TH
11AM – 1PM

Maywood Park District
921 S 9th Ave, Maywood, IL 60153

Exploring is a unique career exploration program for young men and women ages 13 -20. The program provides students with an opportunity to learn about a wide variety of career fields and network with professionals already working in those fields. You get hands-on experience to determine whether or not a particular career field is right for you. Explore careers in:

Arts and Humanities + Aviation + Business + Communications + Engineering and Technology + Fire and EMS + Health Care + Law and Government + Law Enforcement + Recreation + Science + Skilled Trades + Social Services





Village Pride, Village Wide, April 30, 2022

Join us for an organized **BEAUTIFICATION AND CLEAN UP EVENT** that involves the **ENTIRE Maywood community**. Volunteers' pickup litter, debris, and other unsightly clutter around yards, streets, alleys, businesses, places of worship, vacant lots and abandon buildings. Participate in beautification projects to plant, paint, or create focal points of beauty. Last year volunteers cleaned our village, planted flowers, removed graffiti painted, and mulched our playgrounds.



It Takes An Entire Village to Make a Difference



Moving Maywood Forward Together | Mayor Nathaniel George Booker



**Saturday, April 30, 2022
9am – 12pm**

Start and finish location: Maywood Park Gazebo (5th Ave & Oak St.)
Locations in need of special attention or specific beautification will be pre-identified. Rakes and brooms are welcome. Gloves and bags will be provided, Village Pride T-Shirts, prizes, and refreshments will also be available.

We need YOU! We need each 120 village employee and official, homeowner, church member, teacher, student, parent, park district employee, business, organization, individual and family. Participate as an individual, join a team, or start a team. **WE ALSO NEED SPONSORS.** It takes an entire village to make a difference.

REGISTER TODAY
[Bit.ly/vpvw2022](https://bit.ly/vpvw2022)

For more information contact
Community Relations
LaSondra Banks
lbanks@maywood-il.org
708.450.6302



Sponsors and Partners Needed

To ensure the success of this very important event, we are seeking contributions including monetary and in-kind donations to help defray the costs associated with the event.

Monetary Contributions

Checks may be written to the **Maywood Park District**. You can mail your donation to 921 9th Ave, Maywood, IL 60153.

Silver Sponsor \$250| Gold Sponsor is \$500| Diamond Sponsor \$1,000

Contributions Go Toward:

- ✓ Marketing (Banners, Signs, Yard Signs, Flyers, and Printing)
- ✓ Bags, Flower Seeds, Plants, Soil, Compose and Mulch
- ✓ T-Shirts
- ✓ Water and Refreshment
- ✓ Paint
- ✓ Tent, Tables, Chairs
- ✓ Tools and Gloves
- ✓ Event Day Entertainment



WHAT'S HAPPENING AROUND MAYWOOD



7th Annual Youth Summer Internship Initiative 4x4x4 presented by [PTMAN-Proviso Township Ministerial Alliance Network](#) Launch was a blessing. 4 Paid Weeks Work Experience 4 Days Per Week 4 Hour Per Day. Keeping youth from ages 13-17 active while helping them to develop good work ethics, enhance their skills for future employment aspirations and acquire money management skills. All sponsored by PTMAN, churches and community partners.



More than 150 youth have participated over the years. Many right here in the [Village of Maywood](#). Thank you [Christian Unity Baptist Church](#) (Pastor Jerry & Annette Barker) for your prayers, worship, and entertainment. Thank you [First Baptist Church of Melrose Park IL](#) (Rev John L. Belser, Pastor) for hosting.

You may make donations online : <https://www.ptman.org/donations>

The youth of your church may apply for internships here: <https://forms.gle/M32zJd6XkjkTpSuM9>

121



Have you stopped by the Maywood Park District lately?

This quarter the park district is offering boxing, basketball, football, cheerleading, Teen Zone, Senior Care, along with many other fun community engagement activities. Learn more at www.maywoodparkdistrict.org

Free raffles,
giveaways &
screenings!



QUINN CENTER
OF SAINT EULALIA

Partners for a Healthy Community Health Fair

SATURDAY
APRIL 30
1PM - 5PM

Quinn Center
1832 S. 8th Ave.
Enter at Door #3



Hands-only CPR,
Firearm safety,
mental health
education & more!

**ACTIVITIES FOR
YOUTH & FAMILIES**



Primary care,
mental health
care, dental,
benefits help

**COMMUNITY
CONNECTIONS &
RESOURCES**

IN
PARTNERSHIP
WITH:



LOYOLA
MEDICINE



LOYOLA
UNIVERSITY CHICAGO



THE VILLAGE OF MAYWOOD IS HIRING



- ✓ Building Inspector
- ✓ Human Resources Coordinator
- ✓ Lateral Transfer – Police Officers
- ✓ Management Analyst
- ✓ Part-Time Police Officer - Certified
- ✓ Revenue Manager
- ✓ Zoning Officer/Planner

**WE'RE
HIRING!**

maywood-il.org/Village-Services/Human-Resources/Employment-Opportunities.aspx 122

FREE COVID-19 TESTING

**MONDAYS, WEDNESDAYS
& THURSDAYS**

TESTING HOURS: 2:00-4:00PM

BY APPOINTMENT ONLY

To schedule an appointment
Call us at 708-316-8882

TESTING LOCATION

Lightford Recreation Center
809 Madison St., Maywood, IL, 2nd floor
(9th & Madison St.)

No I.D. & INSURANCE REQUIRED

STAY IN TOUCH WITH US

CERCL_admin@luc.edu
www.cercl.org



HOW TO SCHEDULE AN APPOINTMENT:

- 1 Call us at 708-316-8882
- 2 After the automated message, leave a message with your name and number.
- 3 You will receive a call back within 24 hours where you can speak with a representative to schedule a FREE COVID-19 PCR testing appointment.

STAY IN TOUCH WITH US:

CERCL.org | CERCL_admin@luc.edu



CERCLoyola CERCLoyola CERCLoyola CERCLoyola

HAVE YOU DOWNLOADED MYCIVIC TO REPORT ISSUES AROUND TOWN?



DOWNLOAD TODAY!!!

bit.ly/maywoodmycivicandroid

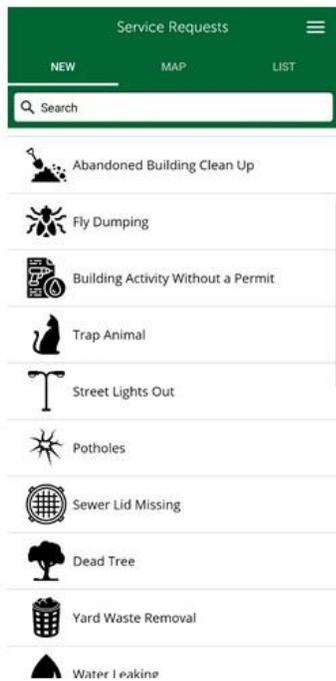
bit.ly/maywoodmycivicapple

Or you can App search Village of Maywood

MyCivic™ is a comprehensive mobile app designed to promote civic engagement and enhance the quality of life in your community. Residents can report issues in the MyCivic App and receive updates when their issues has been addressed.

If you need assistance, please contact

Community Relations
LaSondra Banks
lbanks@maywood-il.org
708.450.6302



JOIN MAYWOOD'S NEWLY LAUNCHED HOMELAND SECURITY & EMERGENCY MANAGEMENT TEAM



The Village of Maywood is seeking Volunteers to join the Homeland Security and Emergency Management Agency (DHSEM). DHSEM is made up of citizen volunteers who receive ongoing training to assist the Village of Maywood in the case of emergencies and disasters.

DHSEM is a public safety agency alongside the village's Police and Fire departments. DHSEM is dedicated to preparing for, responding to and recovering from major emergencies and disasters. One of DHSEM's responsibilities is to educate the public with preparedness training so people will know what they can do to help themselves before, during and after a disaster strike. Residents are encouraged to become more involved with our preparedness efforts by getting directly involved as a volunteer Emergency Response Team member.

New MDHSEM Volunteers must complete the below requirements:

- Must be at least 18 years of age
- Successful completion of background check
- Must have a valid Illinois driver's license

To apply Please contact
Tbrown@maywood-il.org
Ksilas@maywood-il.org
Office: 708-829-1111

Newsletter signup at bit.ly/maywoodnews
Volunteer at bit.ly/maywoodvolunteers



VILLAGE HALL

40 Madison Street
Maywood, IL 60153
Phone: 450.6300

VILLAGE PRESIDENT

Nathaniel George Booker

VILLAGE CLERK

Gwaine Dianne Williams

TRUSTEES

Antonio Sanchez
Shabaun Reyes Plummer
Miguel Jones
Melvin L. Lightford Sr
Aaron Peppers
Isiah Brandon

VILLAGE MANAGER

Chasity Wells-Armstrong

Police Emergency	9-1-1
Non-Emergency	450.4470
Fire Emergency	9-1-1
Non-Emergency	343.5595
Mayor's Office	450.6303
Clerk's Office	450.6360
Public Works	450.4482
Water Dept.	450.6324
Manager's Office	450.6301
Code	
Enforcement	450.4405
Finance Dept.	450.6300
Community	
Development	450.4429

Website www.Maywood-il.org



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

Building & CODE DEPARTMENT 2022 (MONTH) REPORT

MONTHLY BUILDING ACTIVITY	MONTH 2021	MONTH 2022	YTD 2021	YTD 2022
MyCivic Issues Reported				
MyCivic Issues Completed/Closed				
Total Building Permits Issued				
Construction Value				
Permit Fees Collected				
Contractor License Issued				
Contractor License Fees				
Certificate of Compliance Inspections				
Exempt Stamp Fees				
Building Inspections				
Electrical Inspections				
Plumbing Inspections				
Total Property Maintenance Inspections				
- Resident Initiated				
- Staff Initiated				
Administrative Hearing Cases				
ZONING ACTIVITY				
Total Zoning Cases				
- Text/Map Amendments				
- Variations/Appeals				
- Special Uses				
- Site Plan				
- Subdivision				



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

FIRE DEPARTMENT 2022 (MONTH) REPORT

FIRE CALLS BY INCIDENT TYPE		
Report	Month	YTD
Fire		
Overpressure / Explosion		
Rescue & Emergency Medical Services		
Hazardous Condition		
Service Incident		
Good Intent Incident		
False Call or Alarm		
Severe Weather & Natural Disaster		
Special Incident Type		
Dispatched & Cancelled En Route		124
TYPE OF FIRE INCIDENT		
Structure/Building Fires		
Appliance/Cooking/Chimney Fires		
Vehicle Fires		
Grass/Bush/Green Space Fires		
Dumpster/Rubbish Fires		
Other Fires		
TYPE OF RESCUE BY INCIDENT <i>Not all arrest charges are listed/included</i>		
EMS, Excluding Vehicle Accident		
Medical Assistance		
Potential Infectious Disease Exposure		
Vehicle Accidents		
Pedestrian vs Vehicle Accidents		
Water Rescue		
Extrication Incidents		
EMS Standby		



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

POLICE DEPARTMENT 2022 (MONTH) REPORT

ACTIVITY OVERVIEW

**Totals updated when dispositioned by reporting officer and are also reliant on report approvals. YTD may not reflect at the time of the report query. (Total includes tickets/warning citations)*

Report	Month	YTD
Calls for Service (CFS)		
Vehicle Accidents		
House/Premise Check		
Assist Other Agencies		
Request for Traffic Details		
Speed Sign Deployment		
Substance Abuse (Alcohol Drugs)		

ARREST

Juvenile
DUI
Misdemeanor
Felony

Breakdown of Arrests/Charges by MPD

Not all arrest charges are listed/included

Criminal Damage to Property
Driving Under the Influence Alcohol/Drugs
Firearm UUW, Possession of
Manufacture/Delivery of Drugs
Suspended/Revoked Driver's License

CITATIONS ISSUED

Parking
Compliance
Warnings



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

POLICE DEPARTMENT 2022 (MONTH) REPORT

REPORTED OFFENSES INCLUDED IN Uniform Crime Index Report

	Robbery	Aggravated Assault/Battery	Burglary	Theft	Vehicle Theft	Homicide
January						
February						
March						
April						
June						
July						125
August						
September						
October						
November						
December						
YTD						

Monthly Message from Police Chief Elijah Willis

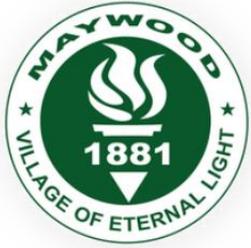


VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

PUBLIC WORKS DEPARTMENT 2022 (MONTH) REPORT

MONTHLY ACTIVITY	Previous Month	MONTH	YTD
Work Orders			
MyCivic Issues Reported			
MyCivic Issues Completed/Closed			
Utility Permits Issued			
STREETS			
Miles of Street Resurfaced			
Sidewalk Repairs			
Gallons Gasoline Dispensed			
Gallons Diesel Dispensed			
Street Sweeping Tonnage			
Street Sweeping Cycles (Leaf Pickup)			
WATER/SEWER			
Water – Gallons Pumped (millions)			
Water System Repairs			
Sewer System Repairs			
Catch Basins Cleaned			
STREET LIGHTING			
Street Light Repairs			
FORESTRY			
Trees Removed			
Trees Planted			
Trees Trimmed			
GREEN MAINTENANCE			
Mowing Cycles Completed			
Abandon Building Cycles Completed (Contracted)			
Abandon Building Cycles Completed (by Staff)			



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

VILLAGE OPPORTUNITIES

- **MyCivic**
 - As of April 27, 2022, there are 219 open issues in the MyCivic system. The residents were excited when this system was launched. Each day that goes by without an update to the residents on a matter they have reported is another day a resident loses hope in a better Maywood. Can you please provide the board with a status update on this matter?
- **Graffiti (*Photos Attached*)**
 - Graffiti is popping up around town. The graffiti at the golfing range owned by the village needs to be addressed. The graffiti at the 1st avenue entrance of the Prairie Path also needs to be addressed. The old Checkers on 1st and Harrison has graffiti as well that needs to be addressed. Can you please provide the board with a status update on this matter?
- **Commercial Corridors (*Photos Attached*)**
 - As you walk along our commercial corridors, the trash is an issue. Rather you walk St. Charles, Madison, 5th Ave, etc. visible trash is an issue. Can we look into the cost of having more village trash bins along the commercial corridors?
- **ATM in Village Hall**
 - Residents have consistently complained about having to walk to the BP Gas Station after waiting in line at the village only to discover we only accept cash and check. When will we be able to take credit card payments at the cashier desk? There are multiple locations on the first floor an ATM can go. Can we please receive some information about the process on getting an ATM in the building?
- **Animal Complaints**
 - Raccoons and animal complaints seem to be on the rise. In looking at our cost for dogs and cats for capture, we see an increase as well. Can we please receive some information on possible solutions that can be done?
- **ZTRON System**
 - The IKE 911 board met with IT Manager Savage, who reported the system should be up and running by the end of the month. Can you please provide the board with a status update on this matter?
- **Metra Station (*Photos Attached*)**
 - Per our agreement with Metra the village is responsible for the cleanliness and appearance of the Metra station. Staff cleans the station then a few days later it is back a mess. The station is also in need of a new paint job. There have been reports of overnight traffic inside the station. A recommendation would be to lock the station during non-operating hours, to help maintain the cleanliness of the station. Can you please provide the board with a status update on this matter?

VILLAGE PRESIDENT, Mayor Nathaniel George Booker
BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon
VILLAGE CLERK, Gwaine Dianne Williams **VILLAGE MANER, Chasity Wells Armstrong**



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

➤ Recruitment

- There are many job fairs taking place throughout the Proviso and Suburban Cook County area. Our HR team should be at these events recruiting.
- We have not filled the positions of Revenue Manager for nearly a year. Can you please provide the board with a status update on this matter?
- We are still 7 part-time officers down. Part-time officers are not the responsibility of the Police & Fire Commission. Most recently I have seen other communities share incentivization communications to attract recruits. The Village of Broadview Police Department had a table setup at Triton College to spread awareness and education about first responders in an effort towards recruiting. I look forward to seeing increased prioritization and outside of the box thinking in aiding in recruitment.

- The light post on 5th Ave and St. Charles has been gone for almost a year. Can you please provide the board with a status update on this matter?

➤ Phones and Information

- There was a decision without board discussion to eliminate the information desk attendants at village hall. When the recommendation was given to have them serve as the primary phone operators, it did not happen. Calls made to village hall regularly go unanswered and Mrs. Arlean who would normally assist in filtering calls retired December 31, 2021. Can you please provide the board with a status update on this matter?

➤ Village Hall Signs (*Photos Attached*)

- Village Hall has received some new signage, but there are some old paper signs that definitely need to be updated to reflect the new signage feel. Can you please provide the board with a status update on this matter?

➤ Credit Card Processing at Village Hall

- Residents and businesses do not have a credit card payment option at Village Hall. Cash and Check should not be the only payment offerings at village hall. Can you please provide the board with a status update on this matter?

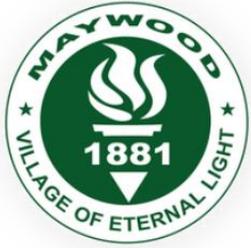
BUSINESS OWNER ISSUES

- Current property owner of 9th and Washington has been pleading with the village for months to reactive the permits on his property that is housing and commercial. When he first purchased the property, the village issued him multiple permits that would allow him to reopen the automotive shop side of the location. He is losing revenue and he is now in debt awaiting the reactivation of development. Can you please provide the board with a status update on this matter?

VILLAGE PRESIDENT, Mayor Nathaniel George Booker
BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon
VILLAGE CLERK, Gwaine Dianne Williams

VILLAGE MANER, Chasity Wells Armstrong



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

- Mr. Byron of JLC Truck & Repair has been waiting for the village to authorize the straightening of his gate on the 1300 blk of 4th & 5th Ave for a year now. The board already approved to proceed with his fence issue last year. Can you please provide the board with a status update on this matter?
- The village owned lot on the 1300 blk of 4th & 5th ave has an offer on it from Mr. Byron to build on the 5th Ave side a commercial and residential mixed use building along with 3 single family homes on the 4th ave side. This request was provided to us and has had no movement. There was also another offer on the land that has had no movement. Can you please provide the board with a status update on this matter?
- Smiley Auto Group still has inoperable cars sitting in their closed down business lot. The owner of this land is more than \$2.2 million delinquent on paying his property taxes. Can you please provide the board with a status update on this matter? *(Photos Attached)*

COMMUNITY DEVELOPMENT

- Can you please provide the board with a status update on discussions with the Cook County Land Bank regarding the bottom 40 properties that were provided to us on the scavenger sale list? In total they are more than \$17,000,000 delinquent and we are missing nearly \$1.5 million in tax revenue annually. Some of these properties have not paid taxes in 10-15 years. We have an opportunity to have these taxes cleaned up and placed back on the tax roll. Many of these properties' delinquency amount exceeds their value and we are not of interest to anyone at a scavenger sale.
- The Old Volts Wagon dealership on 5th and Roosevelt has healthy conversation around it on development. Where are we with the 2 pins that KTJ was handling in litigation? Can you please provide the board with a status update on this matter?
- The Shell Gas Station development on Roosevelt seems to have stalled? The fence has also been blown over and is on the ground. Can you please provide the board with a status update on this matter?
- The Buddy Bear project on 1st Ave seems to have stalled? Can you please provide the board with a status update on this matter? *(Photos Attached)*
- The 1st Ave corridor was slated to become a commercial corridor from Madison to 290. As properties were vacated, the zoning is to be transferred from residential to commercial. Can we receive an update on this as there are many abandoned properties, that aesthetically look horrible? *(Photos Attached)*

VILLAGE PRESIDENT, Mayor Nathaniel George Booker
BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon
VILLAGE CLERK, Gwaine Dianne Williams

VILLAGE MANER, Chasity Wells Armstrong



Golf Range Graffiti



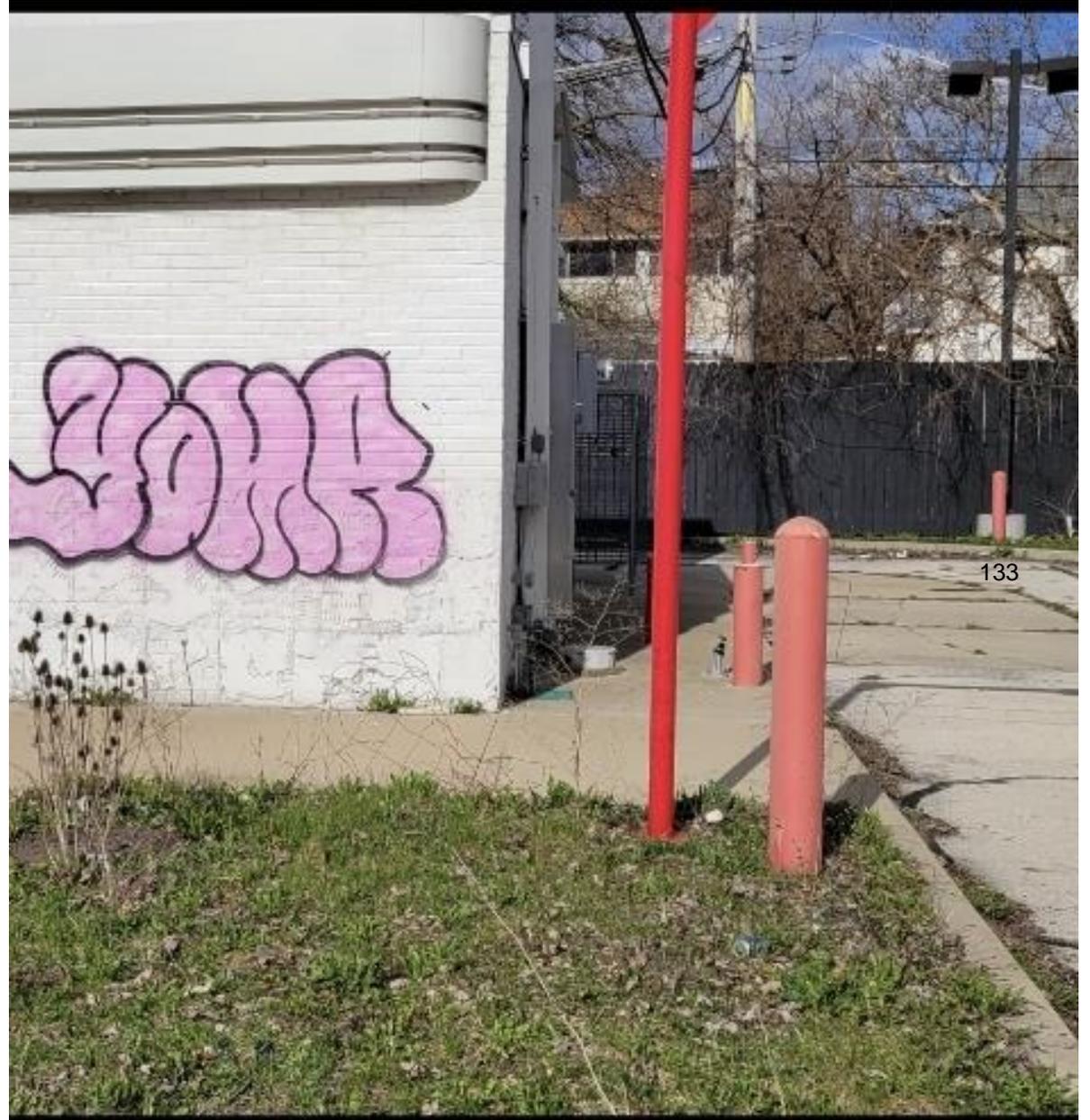
131



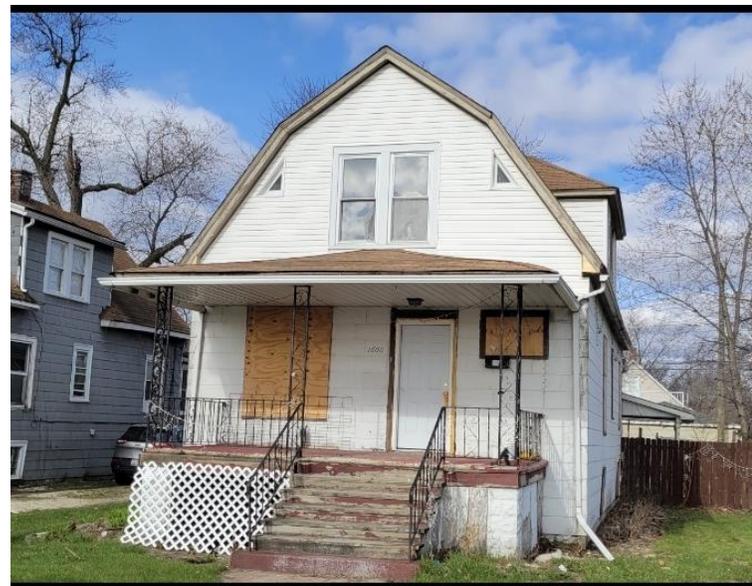
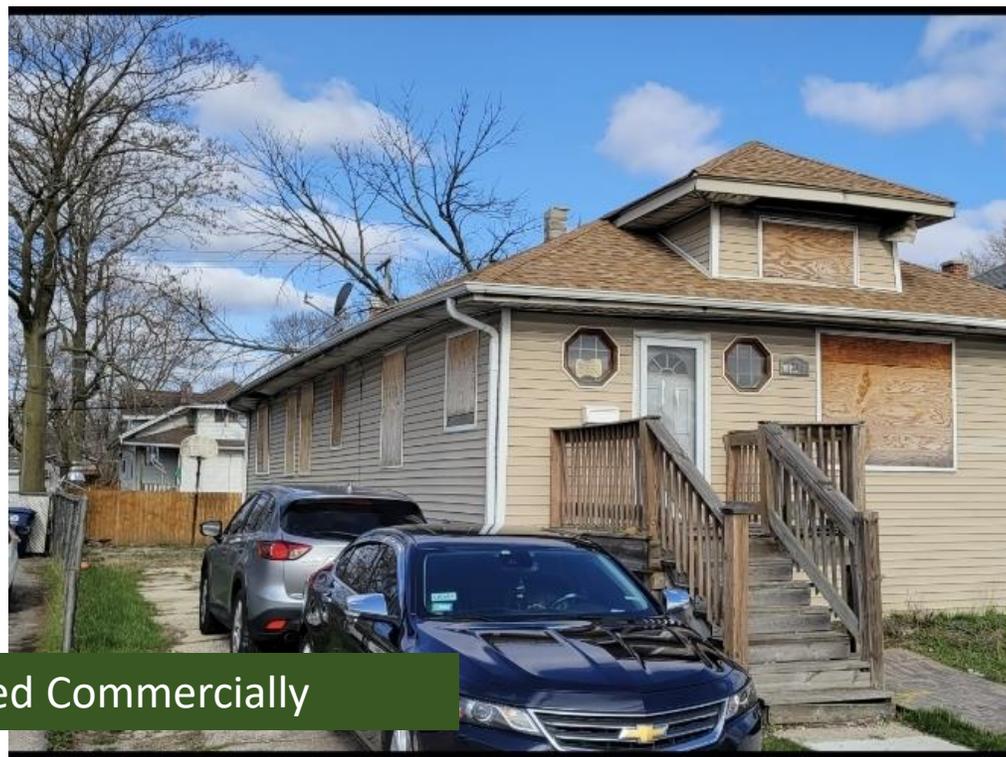
Golf Range Trash from Streetview



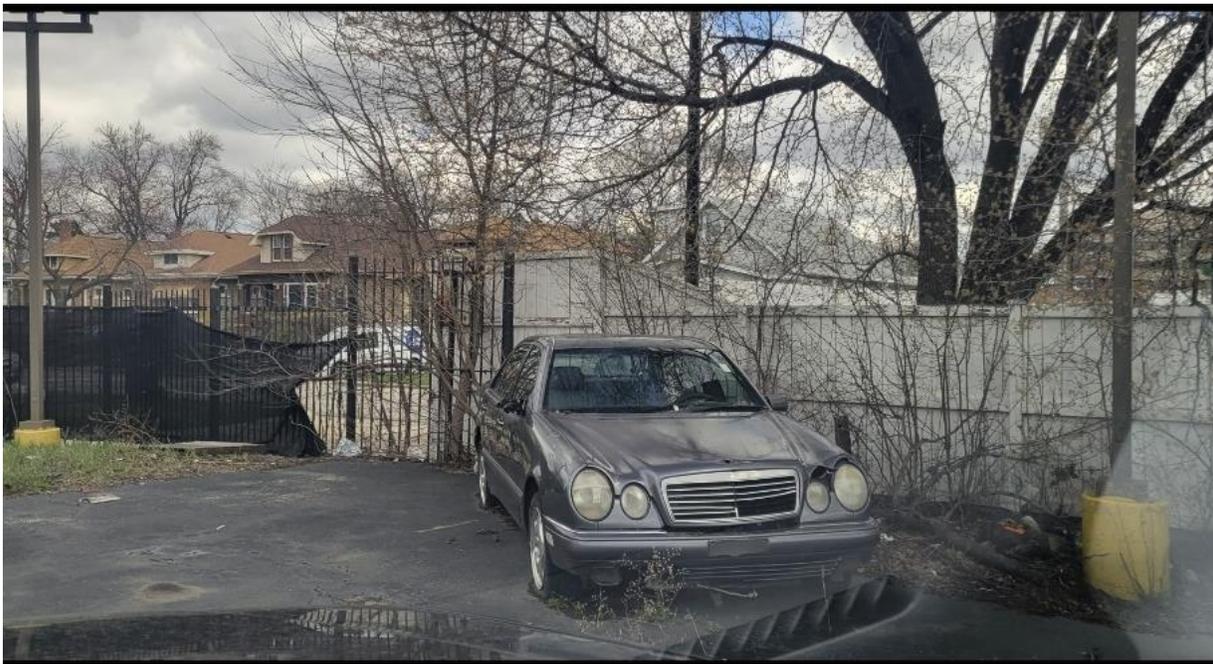
5th Ave & St. Charles



1st & Harrison Graffiti



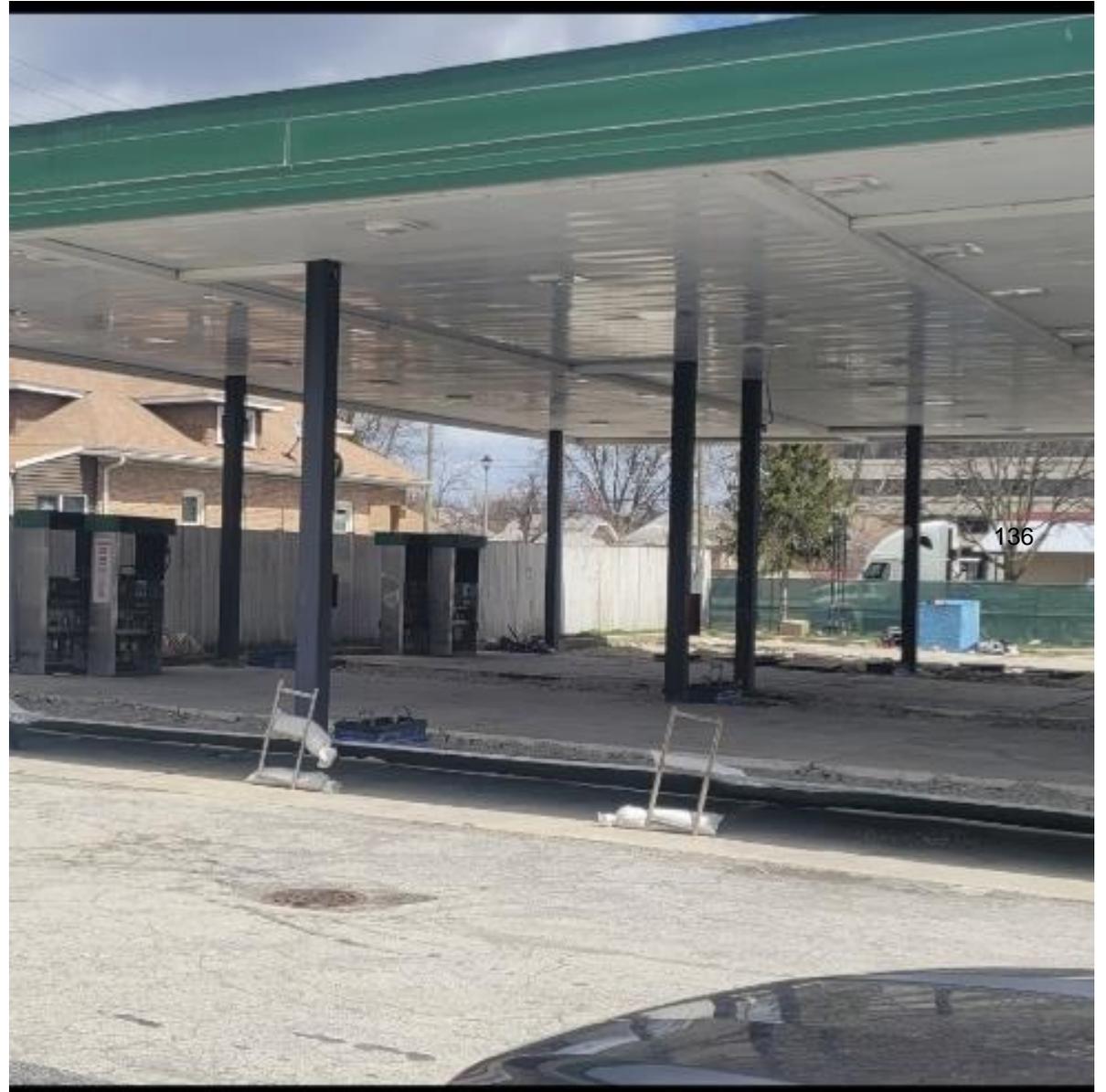
1st Ave – Abandon Homes to be zoned Commercially



135



Abandoned Auto Lot



New Shell Gas Station Gates Knocked Down



Commercial Corridors in Need of Attention



138



Metra Station Photos



NEW SIGNAGE



Village Hall New Signage Needed

Temporary Service, Direct Hire, and Conversion Fee Agreement

Temporary Employment

Beacon Hill Temporary Employees are W2 employees of Beacon Hill Staffing Group (“Beacon Hill”) and are required to sign a Beacon Hill employment agreement (“Employment Agreement”) before they are eligible for client assignments. Beacon Hill recruits, screens, interviews, hires and terminates all Beacon Hill Temporary Employees, and further handles all additional employment related matters, including but not limited to, communicating hourly pay rate and benefits, computing wages and withholdings for applicable Federal, State, and Local taxes and Social Security payments, distributing paychecks, maintaining personnel and payroll records, remitting employee withholdings to the proper governmental authorities, making employer contributions for Federal FICA and Federal and State unemployment insurance payments, maintaining liability, fidelity and Workers’ Compensation insurance coverage, and performing certain application procedures including the completion of I-9 forms. Beacon Hill Temporary Employees are eligible for Beacon Hill benefits and understand that they are employed by Beacon Hill.

All hours worked by Beacon Hill Temporary Employees, as temporary employees for **Village of Maywood** (“CLIENT”), will be for services performed on CLIENT premises, unless otherwise directed by CLIENT. Temporary Employees submit weekly timesheets to CLIENT for approval, and authorized Village of Maywood representatives review timesheets for accuracy, verify the number of hours worked and authorize weekly timesheets as ‘acceptable for payment’ with a signature. In the event the jurisdiction calls for sick pay for Temporary Employees, Beacon Hill will bill CLIENT for these hours. Beacon Hill is responsible for paying temporary employees for hours worked, and CLIENT is responsible for processing (paying) Beacon Hill invoices upon receipt.

CLIENT further understands that Beacon Hill temporary employees are unique and valuable assets of Beacon Hill, and all assignments made pursuant to this agreement are made with the understanding that CLIENT will not employ or otherwise utilize, directly or indirectly, Beacon Hill’s temporary personnel other than in accordance with this agreement.

It is agreed that, for a period of 365 days after the last day for which hours are reported, CLIENT will not utilize, or hire through another staffing firm, any Beacon Hill Temporary Employee, unless otherwise agreed to by Beacon Hill.

Conversion Fee Structure

Should CLIENT (or a client or affiliated business of CLIENT) find it advisable or desirable to transfer a Beacon Hill Temporary Employee to their payroll (the “Conversion”), CLIENT hereby agrees to pay Beacon Hill its standard direct hire placement fee for such Conversion as calculated as a percentage of the candidate’s starting base salary. There is no guarantee on any conversion, once the candidate starts on CLIENT’s payroll.



Beacon Hill Staffing Group offers Conversion fee discounts based on the length of time a candidate works. Beacon Hill offers Conversion fee discounts according to the following schedule:

Hours Worked:	Fee Incurred:
<480	25% of candidate's starting salary
481-640	20% of candidate's starting salary
641-800	15% of candidate's starting salary
801-1120	10% of candidate's starting salary
1121-1280	5% of candidate's starting salary
>1281	Zero Fee

Direct Hire Fee Structure

Beacon Hill agrees to provide placement and staffing services to CLIENT. In the event that CLIENT, or any affiliated company, hires anyone referred by Beacon Hill within twelve months of the date of the original referral in any capacity, a placement fee will be incurred. This fee will be calculated as 25% of the candidate's starting base salary.

Direct Hire Guarantee Policy

Provided payment is received within thirty (30) days of the candidate's start date Beacon Hill agrees, if the candidate leaves for any reason (or is terminated for cause), to refund fees collected according the following schedule:

0 – 30 days.....100 % refund

Payment

Invoice payment, for all invoices, is requested upon receipt, and will be considered past due after thirty (30) days from the candidate's Direct Hire Start date, Invoice Date for Temporary Employment or Conversion date, as the case may be. The balance of any invoice unpaid after thirty (30) days shall bear interest at the rate of one and one half percent (1 1/2 %) per month. In the event CLIENT fails to pay any such invoice and legal action is required CLIENT shall be liable for all costs of collection, including reasonable attorney fees.

Equal Employment Opportunity

Beacon Hill is committed to equal employment opportunity. It is our policy to refer individuals based on merit and qualifications without any regard to race, creed, color, religion, national origin, sex, age, marital status, sexual orientation, disability, veteran status or any other illegal consideration.

We, the undersigned, have read and agree with the above-listed terms.

Lindsey Liefer

 Lindsey Liefer
 Beacon Hill Staffing Group

4/21/2022
 Date



BEACON HILL
STAFFING GROUP

Village of Maywood

Date

April 28, 2022

Ms. Chasity Wells-Armstrong
Village Manager
Village of Maywood
40 Madison Street
Maywood, Illinois 60153

Re: Village Engineer Appointment

Dear Ms. Wells-Armstrong:

We look forward to your official appointment of Edwin Hancock Engineering Company (as represented by Bill Peterhansen) as the Village Engineer and provider of professional civil engineering services to the Village of Maywood.

Edwin Hancock Engineering Company has served the Village of Maywood since the 1980's and then became the full time Village Engineer in 1996. Through our hard work, strong value, hands on leadership, and close proximity to the Village, we have been able to proudly serve this community continuously for the past 26 years. We look forward to continuing the relationship for another 26 years and beyond. Our top company mantra is that "Service to Clients is First. I have passionately carried that mantra with me during my time serving the Village of Maywood. It should come as no surprise that we have also maintained similar relationships with twelve (12) neighboring communities over this time span.

Our services have included (but are not limited to) infrastructure planning, public informational meeting attendance, grant acquisition, engineering design, construction management, plan review, utility database and atlas management, private property drainage issues, regulatory compliance, emergency repair assistance, Board Meeting attendance, Liaison to IDOT, Cook County, MWRD, WCMC, and other state and federal agencies. We assist with many intangibles as needed, and offer professional opinions often at no cost to the Village. We directly interface with all departments including the Village Manager's Office, Public Works, Community Development, Clerk's Office, Finance Dept., and other staff as needed.

In 2021 alone, we assisted the Village in obtaining over 10 Million Dollars in grant funding for capital improvements throughout the Village. Some of the most notable projects that have occurred within the Village have been led by Edwin Hancock Engineering Company from conception to completion. To name a few: St. Charles Road Improvements from 21st Avenue to 5th Avenue, 5th Avenue Improvements from Quincy Street to Lake Street, the expansion of the Village's Pump Station, and many others.

We look forward to your official appointment.

If you should have any questions, please call our office at your convenience.

Respectfully Submitted,

EDWIN HANCOCK ENGINEERING CO.



William Peterhansen, P.E., CFM



VILLAGE OF MAYWOOD FINANCE DEPARTMENT

40 MADISON STREET, MAYWOOD, ILLINOIS 60153
708-450-6320 (WATER BILLING)
708-450-6310 (FINANCE DEPT.)

4-29-2022

To: Village of Maywood Mayor, Board of Trustees, Village Manager:

I am submitting this letter at the request of Ms. Wells-Armstrong to express my interest in remaining in the position of Village Treasurer.

I have lived in Maywood since 1988. I have served as the town treasurer since 2001, when former Mayor Ralph Connor asked me to serve. Successive Mayors have asked me to continue.

My desire to serve in this specific position is in hopes of being helpful with moving Maywood forward. The attached resume details my background.

If there is another more suitable person I would hope for about a two week transition time to train such person on some of the specific tasks I perform.

If any of you need to talk to me on an individual basis please call me.

Sincerely:

Stephen Kuptz – Treasurer

skuptz@maywood-il.org

708 955-5701

Stephen Kuptz
1604 S 6th Ave
Maywood, IL 60153

FedEx Corp - May 1984 to Dec 2019

35+ years at this well-known logistics company. I worked in the Express division. I have held a variety of staff and managerial positions in customer service, station operations, and executive services. I am experienced in hiring, training, budgeting, organizational development, staffing and productivity analysis. Throughout my career I have hired and developed hundreds of employees to advance within the FedEx Organization. Helped convince FedEx to become an ongoing sponsor of the Bud Billiken parade in Chicago. In my early career I was involved in development of inbound call center operations in Chicago, Cincinnati, Kansas City, and Dallas. My later years were spent at the FedEx Express city station in Hillside IL. This is the largest city station in the US FedEx Express system. It employs approximately 300 people. I have received numerous leadership, service awards, and acknowledgements from the FedEx Organization.

Village of Maywood. May 2001 to present

I became the village treasurer in 2001 when Ralph Conner was elected village president and asked me to serve. We engaged with the auditing firm to create and staff a finance department with the goal of becoming GASB compliant and utilizing GFOA best practices.

I have performed the basic treasurer in functions as well as a general oversight of the finance department. I have performed daily banking, and various check and balance functions to protect against fraudulent activity. I have also assisted various village managers with various projects. I participated in negotiating a lower interest rate on village TIF bonds that were issued in 1997. Assisted in refinancing of general obligation bonds that were issued in 2001 and refinanced twice in 2005 and 2015. Studied all applicable codes and statutes relative to performance as treasurer. Used resources of GFOA and IGFOA that were helpful to my position. My performance of duties as village treasurer has been concurrent with my career at FedEx since 2001. The various mayors have been supportive of this

Education:

Loyola University - Chicago 1978.
B.S. Psychology. Minor: Mathematics

Illinois Institute of Technology - Executive MBA

Completed courses in Accounting, Statistics and Organizational Dynamics. Degree not completed.

Member JW James AME Church in Maywood



Village of **MAYWOOD**

40 MADISON STREET • MAYWOOD, ILLINOIS 60153 • (708) 450-6351
COMMUNITY DEVELOPMENT

TO: Chasity Wells-Armstrong, Village Manager
Cc: Felicia Frazier, Village Attorney
FROM: Ruben D. Feliciano, Director of Community Development
DATE: May 3, 2022 – COW Agenda Item
RE: Sale of ANLAP Lot: 622 S. 12th Avenue (15-10-424-033)

BACKGROUND:

Please find attached an application (Exhibit 1) submitted by the owner of 620 S. 12th Avenue for purchase of the Village Owned Property located at 622 S. 12th Avenue PIN # 15-10-424-033 under the ANLAP Program. As the adjacent property owner, Ms. Lakita Ware qualifies for purchase of the vacant lot under the terms of the ANLAP Program. Village records indicate that Ms. Ware is not delinquent in payments associated with her property and does not owe any debt to the Village of Maywood as verified by the Community Development Department. The entire driveway of her home sits inside of the adjacent lot owned by the Village of Maywood – therefore constituting a non-standard irregular parcel that would be remedied if said adjacent lot is acquired by Ms. Ware.

Ms. Ware has made an offer of \$500.00, the minimum bid required under the terms for ANLAP Program. Ms. Ware is prepared to tender the full purchase price of \$500 along with prompt submission of \$1500.00 deposit required for processing of ANLAP Properties.

Per Village of Maywood Code, Section § 155.02 DEFINITIONS.

ADJACENT NEIGHBOR. An owner of record of an improved parcel of real property immediately adjacent to a Village-owned parcel of vacant property and who is not delinquent in the payment of any property taxes or any other debt owed to the Village, as verified by the Village. *Where non-standard parcels are involved (corner parcel, parcel not facing onto a street, and the like), what constitutes an adjacent neighbor shall be in the sole discretion of the Village Manager.* It is the policy of the Village that ANLAP transactions not create or further perpetuate irregular-shaped lots or flag lots.

FINANCIAL IMPACT:

The sale of this parcel will increase the assessed value of 620 S. 12th Avenue which will yield an increased property tax assessment for both properties and thus helping the Village of Maywood.

RECOMMENDATION:

That the Village Board of Trustees approves the sale of non-developable Village-owned vacant lot, PIN # 15-10-424-033 located at 622 S. 12th Avenue to Ms. Ware for \$500.00 under the terms and conditions of the Adjacent Land Acquisition Program (ANLAP)

Village of



MAYWOOD

40 MADISON STREET • MAYWOOD, ILLINOIS 60153 • (708) 450-6351

COMMUNITY DEVELOPMENT

SALES INITIATION FORM • ANLAP
for the purchase of Village-owned real estate property

ALL SALES ARE SUBJECT TO APPROVAL BY THE BOARD OF TRUSTEES.
APPLICANT(S) MUST NOT HAVE ANY OUTSTANDING DEBTS WITH THE VILLAGE OF
MAYWOOD, COUNTY, AND STATE.

Date: 3/28/22

Name of Applicant: Lakita Ware

Organization (if applicable): _____

Address: 620 S. 12th Ave
Maywood, IL 60153

Telephone Number (daytime): (773) 688-3744 email: lakita.ware@maywood.com

SALES PROGRAM: _____ Tax Reactivation _____ ANLAP

Address of Village-owned property: 622 S. 12th Ave

Permanent Index Number(s) (PIN): 15-10-424-033

Detailed description of the intended use for the property (RESPONSE REQUIRED):

I'm interested in this land because its
attached to my driveway. Also, it keeps people
from stepping on my property.



Received by: ROA
Community Development Department

Date: 3/28/22

OFFER TO PURCHASE REAL ESTATE

Sales Program: _____ Tax Reactivation ANLAP

Property Address: 622 S. 12th Ave

Permanent Index Number(s)/PIN(s): 15-10-424-033

Name(s) of Bidder(s): Lakita Ware

Address: 620 S. 12th Ave

Apt./Unit #

Maywood, IL 60153

Town

State

Zip Code

Phone: (773) 678-3744

Home

Business

REDEVELOPMENT PROPOSAL

Proposed use: For an extension of my driveway

For safety and to cover my people coming onto my property with dogs and etc. Plus to fence in for privacy.

Zoning: _____ Zoning Variance/Special Use Permit Request: Yes No

Purchase Offer Amount: \$ 500⁰⁰

NON-DISCRIMINATION STATEMENT

The Village, in the administration of the Tax Reactivation and ANLAP Programs for the sale of Village-owned real estate property, will not discriminate against any applicant because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap, military status, or an unfavorable discharge from military service.

The Village of Maywood reserves the right to reject any and all applications and may negotiate the terms of sale for any proposal received for the purchase of Village-owned real estate.

Bid Summary Sheet

Property Address: 622 S. 12th Ave

Permanent Index Number(s)/PIN: 15-10-424-033 Bundle #: _____

Name of Bidder _____ **Title of Bidder** _____

Lakita Ware _____ Adjacent to land owner.

Type of Bidder (Check Only One) ** (All applicants must include a Real Estate Sales Profile form.)

- Individual
- Partnership: _____
- Corporation: _____
- Agent: _____
- Trustee: Trust # _____ Bank: _____
- Joint Venture: _____
- Non-Profit Organization: _____
- Other: _____

Amount of Bid: \$ 500⁰⁰

To be completed by the Community Development Department

Approval of Board of Trustees: ____ Yes ____ No

Date of Board Decision: _____

Deposit received: Date: _____ Amount: _____

Attach Receipt

Plans Submitted: ____ Yes ____ No Date: _____

Application for Permits: Date _____

Date of Sale: _____ Recorder of Deeds Doc. #: _____

REFERENCES

All Sales Applications **must include** a narrative description of the development experience of the Bidder. The description must include the number and location of the units completed, the types of projects (residential, commercial, new construction, rehabilitation, single family, multi-units), the date constructed, and the average sale price. In addition to the project description, the Bidder **must include** the name and contact phone number of the municipal code official where the project was completed. The Bidder **must include** a letter of reference or credit from a representative of one or more financial institutions that participated in funding the project(s).

DISCLOSURE OF INTEREST IN VILLAGE BUSINESS

1. Does any official or employee of the Village of Maywood have a financial interest in his/her own name or in the name of any other person in the purchase of this Village-owned real estate? _____ Yes _____ No

Note: If you answered "No" to Item 1, you are not required to answer Item 2. Instead, proceed to Item 3.

2. If you answered "Yes" to Item 1, provide the names and business addresses of the City officials or employees having such interest and identify the nature of such interest:

Name	Business Address	Nature of Interest
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. The Undersigned further certifies that no prohibited financial interest in the sale of this real estate will be acquired by any Village official or employee.

If selected as the successful Bidder, TITLE is to be conveyed by Quit Claim Deed by the Village of Maywood in the Name and to the Address of the Party listed as follows:

Name: Lakita Ware
(Please print/type carefully.)

Address: 622 S. 12th Ave

Signature of Bidder or Official of Bidder: 

Date: 3/28/22

TERMS OF SALE

- Execution of a Redevelopment Agreement between the Village of Maywood and the purchaser for the use and improvement of the property.
- Approval by the Board of Trustees of the sale price and the formal Redevelopment Agreement for each parcel.
- If a zoning variance or special use permit is requested for the purchase of Village-owned real estate, the approval of the Village of Maywood Planning and Zoning Commission is required prior to submission for approval by the Board of Trustees.
- After the approval of all ANLAP or Tax Reactivation sales by the Village of Maywood Board of Trustees, the bidder will pay the full amount of the bid at the time of receipt of the Quit Claim Deed.
- Upon approval of the sale of all Village-owned Tax Reactivation properties by the Village of Maywood Board of Trustees, the bidder shall deposit \$1500.00 with the Village of Maywood for the costs of processing the offer and sale. Such costs may include but are not limited to; preparation of the Board resolution for approval of the sale, the cost of the title commitment policy, survey of the property, the mailing of such notices as required under the Tax Reactivation Ordinance, the preparation of the Quit Claim Deed, and any filing or recording fees. The purchaser is responsible for all costs and fees incurred by the Village of Maywood, but not to exceed the sale amount.
- Submission of plans, application for building permits, payment of fees, and proof of financing for the project specified in the redevelopment agreement, must be submitted to the Village of Maywood Departments Code Enforcement and Planning within six (6) months of approval by the Board of Trustees. The balance of sales amount must be paid upon approval of the plans and issuance of the permits prior to issuance of the quit claim deed.
- Purchasers of ANLAP or Tax Reactivation properties will provide the Village of Maywood Community Development Department a certified copy of the Quit Claim Deed after recording the same with the Cook County Recorder of Deeds.
- Forfeiture of the deposit if the purchaser does not comply with the terms of the sale.
- Compliance with, and acceptance of, the Restrictive Covenants as specified in the Tax Reactivation Ordinance or as otherwise may be imposed by the Village of Maywood:
 1. Provide that the parcel is being conveyed in "AS IS, WHERE IS" condition, including any environmental conditions existing in, on, or beneath the property.
 2. ANLAP properties cannot be sold unless the sale is made with the adjoining property.
 3. Require that the parcel is to be developed and maintained as set forth in the Redevelopment Agreement.
 4. Tax Reactivation properties cannot be resold by the purchaser unless the properties have been improved in accordance with the Redevelopment Agreement.
 5. The Restrictive Covenant shall run with the land and shall be in full force and effect for a period of fifteen (15) years from the date of conveyance or the term provided for in any public financing document, unless otherwise approved by resolution of the Village of Maywood Board of Trustees.
 6. The Village Board of Trustees may require other covenants that are deemed to be in the best interest of the public.



CookViewer

Cook County Map Application

010 digit PIN Address Intersection

620 SOUTH 12TH AVENUE, Maywood, 60153

[Home](#) [GIS Data](#) [Help](#)

measure | select parcels | print map | layers



010 digit PIN is your deed or tax bill, or other documents from the purchase of your home. Matches from this site are not guaranteed.

622 S 12th Ave



Image capture: Oct 2018 © 2022 Google

Maywood, Illinois

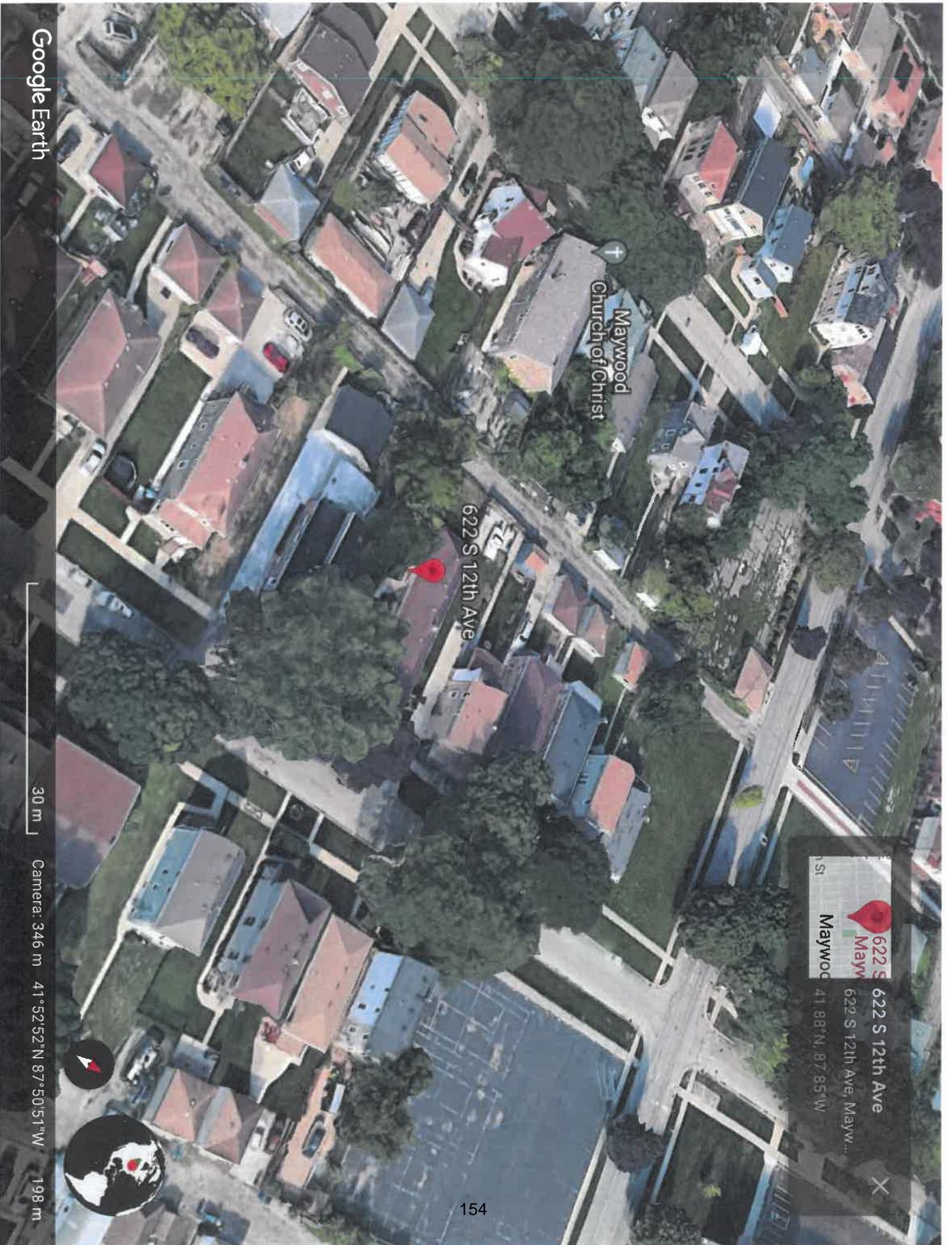
Google

Street View - Oct 2018

2 S-12
MWOOD
dr drive

n Blvd
S 13th Ave
12th Ave
Warren St
S 10th Ave

Familiar? Rollbar



622 S 12th Ave
Maywood, CA 94041
622 S 12th Ave, Maywood, CA 94041
41.88°N, 87.85°W

Google Earth

30 m

Camera: 346 m 41°52'52" N 87°50'51" W

198 m

RESOLUTION NO. ____

**RESOLUTION APPROVING THE SALE OF REAL PROPERTY
COMMONLY KNOWN AS 622 SOUTH 12TH AVENUE PURSUANT TO
THE ANLAP PROGRAM OF THE VILLAGE OF MAYWOOD
(Purchaser: Lakita Ware, Owner of 620 South 12th Avenue, Maywood, Illinois)**

WHEREAS, the Village of Maywood (“Village”) has the authority to acquire various parcels of real property pursuant to its responsibility to protect the public health, safety and welfare, and has acquired title to numerous parcels of vacant, surplus real property pursuant to such authority; and

WHEREAS, one such parcel acquired by the Village is real property commonly known as 622 South 12th Avenue, Maywood, Illinois (PIN: 15-10-424-033) (the “Subject Property”). The Subject Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

WHEREAS, the Subject Property is a non-developable vacant lot adjacent to the driveway of Lakita Ware (the “Adjacent Neighbor”). The Subject Property qualifies to be sold by the Village under the Adjacent Neighbor Land Acquisition Program (the “ANLAP Program”), which has been enacted by ordinance by the Village President and Board of Trustees of the Village of Maywood as Chapter 155 of the Maywood Village Code; and

WHEREAS, the Adjacent Neighbor, owner of property commonly known as 620 South 12th Avenue, Maywood, Illinois (the “Adjacent Property”), which is located adjacent to the Subject Property, has offered in writing to purchase the Subject Property for \$500.00 and to be subject to the conditions and covenants required by Chapter 155 of the Maywood Village Code relative to the sale of real property under the ANLAP Program; and

WHEREAS, no other adjacent neighbor has submitted a bid or otherwise responded to notices regarding the availability of the Subject Property under the ANLAP program; and

WHEREAS, the Corporate Authorities of the Village have considered the offer of the Adjacent Neighbor to purchase the Subject Property for \$500.00; and

WHEREAS, the Corporate Authorities of the Village are authorized, under the Village’s home rule powers set forth at Article VII, Section 6 of the Illinois Constitution of 1970 and Chapter 155 of the Maywood Village Code, to sell the Subject Property to the Adjacent Neighbor, and have determined that it is in the best interests of the Village to sell the Subject Property to the Adjacent Neighbor for \$500.00, provided that the conditions and covenants required by Chapter 155 of the Maywood Village Code relative to the sale of real property under the ANLAP Program are satisfied.

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAYWOOD, COOK COUNTY, ILLINOIS.

SECTION 1: Each of the recitals above are incorporated by reference into this Section 1.

SECTION 2: Pursuant to the Village's home rule powers as provided by Article VII, Section 6 of the Illinois Constitution of 1970 and Chapter 155 of the Maywood Village Code, the Corporate Authorities find that it is in the best interests of the Village to convey the Subject Property to the Adjacent Neighbor, Lakita Ware, for \$500.00, subject to and provided that the terms, conditions and covenants set forth below and/or required by Chapter 155 of the Maywood Village Code relative to the sale of real property under the ANLAP Program are satisfied. The Village Attorney is directed to prepare the quit claim deed and all other necessary documents to consummate this real estate transaction. The Village President, the Village Manager and/or the Village Clerk, or their designees, are authorized and directed to execute and deliver the quit claim deed and such other documents as may be necessary or convenient to allow the Village to consummate this transaction and to comply with all of the applicable requirements of the Maywood Village Code relative to the sale of the Subject Property under the ANLAP Program.

SECTION 3: The Subject Property shall be conveyed to the Adjacent Neighbor, Lakita Ware, subject to the following conditions and covenants:

- A. The Subject Property shall be conveyed by the Village in "AS-IS, WHERE-IS" Condition, including all existing environmental conditions existing in, on or beneath the Subject Property, and subject to all existing non-Village easement rights or other conditions of public record that are enforceable by other persons or private or public utilities. This covenant shall be included in the conveying deed;
- B. The Subject Property, once conveyed, shall be maintained by the Adjacent Neighbor in accordance with the provisions of the Maywood Village Code. This covenant shall be included in the conveying deed;
- C. As part of the conveyance of the Subject Property, the Adjacent Neighbor shall execute any documents necessary to consolidate the Subject Property purchased by it with the Adjacent Parcel owned by her at 620 South 12th Avenue. Once conveyed and consolidated, the Subject Property may not be conveyed, assigned or otherwise transferred except in conjunction with the Adjacent Property with which it has been consolidated; and
- D. The purchasing Adjacent Neighbor, in addition to the purchase price, shall be responsible for paying all delinquent property taxes and debts owed to the Village, as well as providing a deposit for the payment of fees and costs incurred by the Village under the ANLAP Program related to the conveyance of the Subject Property in the amount of \$1,500.00, including costs for preparation of this Resolution, the quit claim deed and other closing documents, plat of consolidation, and costs related to mailing, filing and recording documents relative to the conveyance. Any costs incurred for survey, title commitment/policy or closing costs, if a formal closing is requested by the Adjacent Neighbor, and any additional

costs incurred by the Village relative to the conveyance, beyond the amount of the deposit, shall be payable by the Adjacent Neighbor in addition to the \$1,500.00. The Adjacent Neighbor shall make the deposit of \$1,500.00 relative to the fees and costs to the Village within thirty (30) calendar days of the approval of this Resolution.

SECTION 4: This Resolution shall be effective from and after its passage and approval as provided by law.

ADOPTED this 3rd day of May, 2022, pursuant to a roll call vote as follows:

AYES:	
NAYS:	
ABSENT:	
NO VOTE:	

APPROVED this 3rd day of May, 2022, by the Village President of the Village of Maywood, and attested by the Village Clerk, on the same day.

Nathaniel George Booker, Village President

ATTEST:

Gwaine Dianne Williams, Village Clerk

Exhibit A

**LEGAL DESCRIPTION
OF THE SUBJECT PROPERTY**

LEGAL DESCRIPTION:

LOT 564 IN MADISON STREET ADDITION TO MAYWOOD, A SUBDIVISION OF PART OF THE EAST ½ OF THE SOUTHEAST ¼ OF SECTION 10, TOWNSHIP 39, NORTH RANGE 12, EAST OF THIRD PRINCIPAL MERIDIAN, SITUATED IN SAID COOK COUNTY AND STATE OF ILLINOIS

Commonly known as: 622 South 12th Avenue, Maywood, Illinois 60153

PIN: 15-10-424-033

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CLERK’S CERTIFICATE

I, Gwaine Dianne Williams, Village 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 Resolution now on file in my Office, entitled:

RESOLUTION NO. _____

**RESOLUTION APPROVING THE SALE OF REAL PROPERTY
COMMONLY KNOWN AS 622 SOUTH 12TH AVENUE PURSUANT TO
THE ANLAP PROGRAM OF THE VILLAGE OF MAYWOOD
(Purchaser: Lakita Ware, Owner of 620 South 12th Avenue, Maywood, Illinois)**

which Resolution was passed by a roll call vote of the Board of Trustees of the Village of Maywood at a Regular Village Board Meeting on the 3rd day of May, 2022, at which meeting a quorum was present, and approved by the President of the Village of Maywood on the 3rd day of May, 2022.

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:	
NO VOTE:	

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 3rd day of May, 2022.

Gwaine Dianne Williams, Village Clerk

[SEAL]



Village of

MAYWOOD

40 MADISON STREET • MAYWOOD, ILLINOIS 60153 • (708) 450-6300

TO: Nathaniel George Booker, Mayor & Board of Trustees
CC: Felicia Frazier, Village Attorney
FROM: Chasity Wells-Armstrong, Village Manager
DATE: Thursday, April 28, 2022
RE: Vehicle Purchase

Please find attached an invoice for a vehicle to be purchased for the Village Manager's department. This vehicle has been budgeted in the FY'23 budget and falls within the approved allocation.

Given the supply chain issues, I am requesting approval from the Village Board to make the purchase so I can follow up with the dealership in the coming week.

Thank you for your consideration.



JOE RIZZA FORD LINCOLN

8100 W. 159th Street
Orland Park, IL 60462
PHONE (708) 403-0300



LINCOLN

NEW USED DEMO

Date		
Sales Person		
Year	Make/Model	Body Type
VIN Number		Mileage
Stock Number	Color Combination	

Customer ID

Customer Name		DOB
Co-Buyer		DOB
E-mail		
Res. Address		
City	State	Zip
Business Address		
City	State	Zip
Residence Phone		
Business Phone		
Cell Phone		
Drivers License Number		Co-Buyer Drivers License Number
Social Security Number		Co-Buyer Social Security Number

Cash Price of Vehicle	\$	
ELC	\$	
Documentary Service Fee	\$	
Special Benefits Program	\$	
Total	\$	
Illinois Sales Tax	\$	
Cook County Tax	\$	
Other Taxes (if any)	\$	
Federal Luxury Excise Tax	\$	
Cash Price of Vehicle	\$	
License, Transfer, Title, Drive Away Fee	\$	
Service Contract	\$	
Total Purchase Price	\$	
Cash Down Payment	\$	
Trade in Allowance	\$	
Due In _____ Days per Note	\$	
Rebates Applied		
Total Down Payment	\$	
Unpaid Cash Balance Due	\$	

TRADE IN VEHICLE

Year	Make	Model	Color
VIN #		Mileage	
Year	Make	Model	Color
VIN #		Mileage	
Balance Owed To		Acct. #	
Address			
Used Car Allowance <small>(Used Car Allowance does not always reflect actual value)</small>			\$
Estimated Balance Owed on Car <small>(Subject to verification)</small>			\$
Net Allowance on Used Car			\$

I agree to trade-in the vehicle described above to Rizza under the terms set forth above. If the balance due on the trade-in vehicle the customer is selling is an amount greater than shown above, the customer agrees to pay the additional amount in cash upon request I certify that the above information about my trade-in is correct.

Signature of Customer _____

THIS TRANSACTION IS NON CANCELABLE AFTER THE SIGNING OF THE AGREEMENT EXCEPT AS PROVIDED HEREIN. IF YOU FAIL TO COMPLY WITH YOUR OBLIGATIONS UNDER THIS CONTRACT, YOU WILL BE LIABLE FOR THE REASONABLE ATTORNEY'S FEE'S INCURRED BY RIZZA IN THE ENFORCEMENT OF THE CONTRACT, AS WELL AS OTHER CHARGES.

I ACKNOWLEDGE THAT RIZZA AND ITS AGENTS AND THE REPRESENTATIVES HAVE MADE NO REPRESENTATIONS, AGREEMENTS OR PROMISES, CONCERNING THE CONTRACT, FINANCING OR THE VEHICLE BEING PURCHASED HEREUNDER, THAT DO NOT APPEAR IN WRITING. BY SIGNING BELOW RIZZA CERTIFIES THAT ALL IDENTIFYING NUMBERS CONTAINED IN THIS BILL OF SALE AGREE WITH THOSE ON THE CERTIFICATE OF TITLE.

Customer Signature _____ Approved and Accepted By _____



Village of
Maywood
Illinois

Village President

Nathaniel George Booker

Village Clerk

Gwaine Dianne Williams

Trustees

Antonio Sanchez

Shabaun Reyes-Plummer

Miguel Jones

Melvin L. Lightford Sr

Aaron Peppers

Isiah Brandon

Village Manager

Chasity Wells-Armstrong

Village Hall

40 Madison Street

Maywood, IL 60153

Phone: (708) 450-6300

April 28, 2022

MEMORANDUM

**To: Mayor Nathaniel George Booker and Board of Trustees
Village Manager, Village Attorney, Village Clerk**

**From: Planning and Development Committee
Trustee Antonio Sanchez, Chair
Trustee Shabaun Reyes-Plummer, Co- Chair**

Re: Committee Recommendations

The Planning and Development Committee met Monday, April 25, 2022 and has the following two recommendations for the Board of Trustees to consider.

RECOMMENDATION:

Recommend that an RFP go forward as further drafted by Community Development as a marketing tool for the Maywood Mart Building, with a response deadline of June 30, 2022.

RECOMMENDATION:

Recommend the Facade Program be folded into the new Business Improvement Program with the individual application limits revised, from \$50,000, to up to \$25,000.



VILLAGE OF MAYWOOD

40 MADISON STREET, MAYWOOD, IL 60153 - www.Maywood-IL.org

REQUEST FOR PROPOSALS AND QUALIFICATIONS

DEVELOPMENT AND OPERATION OF A GROCERY STORE OR OTHER RETAILER

615 SOUTH 5th AVENUE, MAYWOOD, ILLINOIS

DATED: April 2022

VILLAGE PRESIDENT, Mayor Nathaniel George Booker

BOARD OF TRUSTEES

Antonio Sanchez, Shabaun Reyes-Plummer, Miguel Jones, Melvin Lightford, Aaron Peppers, Isiah Brandon

VILLAGE CLERK, Gwaine Dianne Williams

VILLAGE MANER, Chasity Wells Armstrong

I. SUMMARY

The Village of Maywood, Illinois (the “**Village**”) announces a Request for Proposals and Qualifications (“RFP”) to operate a grocery store and or other retail outlet on a site located at 615 South 5th Avenue in the Village (the “**Site**”)

The goal of this redevelopment is to create an attractive, well run grocery/retail store to serve the residents of the Village. The Village is the owner of record for the real estate, all improvements and personal property. The Village is open to proposals that involve outright purchase of the real and personal property; lease, and lease to own.

Respondents to this RFP (“**Respondents**”) are required to submit a proposal (the “**Proposal**”), including design, a source and use pro forma, operating cost projections, form of ownership/leasehold proposal, ownership structure and management team (the “**Respondent Team**”). Proposal should name all members of Respondent Team, and include the timetable for occupancy. Proposal should also detail sources of the equity and financing (if needed) available to complete the project and provide reasonable working capital during the start up phase for the grocery/retail store.

To ensure the long-term viability of the grocery/retail store development, a Respondent should have a management team that is experienced in operating a mid-size grocery/retail store in an urban community such as the Village.

Respondents should be aware of the following dates:

- April, 2022 Request for Proposals Issued
- May, 2022 Pre-Bid Conference/Tour of Building
- June 30, 2022 Proposals Due to the Village
- July, 2022 Planning & Development Committee Meeting
- July, 2022 Fiscal Accountability & Government Transparency Committee Meeting
- August, 2022 Committee as Whole Meeting
- August, 2022 Village Board Meeting for Final Vote on Award

II. THE SITE

The Site is approximately 67,768 square feet, and is located on 5th Avenue, one of the Village’s principal thoroughfares. The Site is L-shaped, with additional frontage on Washington Boulevard to the north and 4th Avenue to the east. A map of the Village, showing the location of the Site, is attached as Exhibit A. The Site is zoned a C-2 General Business Retail District.

Fifth Avenue is the Village’s primary commercial corridor, with most of the Village’s retail stores and restaurants located on this street. Development of the Site is a key component of the Villages 5th Avenue Corridor Plan. The Site is within walking distance of three senior citizen retirement centers and two schools, and is within a short drive of the Loyola University Medical Center. The Site is served by PACE bus route 331, and is also en route to the Metra station at 5th Avenue and Main Street. The Village also partners with Proviso Township Transportation Department for senior and special needs access to the site.

The Site is improved with a two-story brick structure, with a smaller second story. The ground floor of the existing structure has approximately 20,329 square feet, and the second floor has approximately 3,056 square feet.

III. THE VILLAGE

The Village is located eleven miles west of downtown Chicago. Municipal neighbors include River Forest and Forest Park to the east, Melrose Park to the north, Bellwood to the west and Broadview to the south.

The Village, encompassing an area of approximately three square miles, is a Cook County suburban residential community. The Village was incorporated in 1881 with an original population of approximately 700 residents. Between 1890 and 1930 the Village's population increased from 1,600 to 25,800. The Village's population has been relatively stable since 1930, and its 2020 Census population is 24,187. The Village estimates that 23,446 people live within a one-mile radius of the Site and 587,255 people reside within the three miles of the Site. Median household income for the Village residents has grown from \$30,786 in 1990 to \$56,623 today.

The Village is accessible by highway via Interstate 290, which crosses through the Village limits, and Interstate 294, located just a few miles west of the Village. Other major highways situated close to the Village include Interstates 94, 90, 55, 57 and 88.

The Regional Transportation Authority provides commuter rail service from the Village to Chicago and suburban destinations on its Metra/Chicago & Northwestern/West line, which also offers connections to Amtrak passenger rail service in Chicago. The Chicago Transit Authority Congress/O'Hare rail line is available in nearby Forest Park, and the PACE public bus system operates several lines through the Village. The Union Pacific Railroad supplies rail freight service.

The Village is a municipality and home-rule unit of local government under the 1970 Illinois Constitution and is governed by a Mayor and six Trustees. The Village operates under the "village-manager" form of government with a Village Manager responsible for the day-to-day operations of the Village.

IV. DEVELOPMENT GUIDELINES AND INFORMATION

A. Key Considerations

1. Quality of Plan. The Village will only consider Proposals which provide a well thought out plan for occupancy of the Site for use as an attractive, well run store. Although the Site is presently improved with a brick structure, Respondents may submit proposals which contemplate demolition of all or a portion of the existing structure, and a different Site configuration, taking into account site access and visibility, traffic flow, anticipated demand and such other factors as the Respondents deems appropriate, all of which shall be set forth in the Proposal.
2. Possible Mixed Use of Site. Although the Village's principle goal is to develop the Site with a grocery/retail store, proposals may include ancillary and compatible uses for the Site, provided the Proposal demonstrates on-Site parking will be adequate for the contemplated uses of the Site.
3. Employment Opportunities. The Village is committed to creating employment opportunities for its residents. Proposals should provide detailed information on the number and types of jobs that will be created by both the development and operation of the grocery/retail store and any ancillary uses of the Site, the Respondent's employee training programs and intended plan of outreach to Village residents concerning employment opportunities.

B. Village Incentives

The Village will consider offering one or more of the following incentives in connection with the development of the Site:

1. Land. Conveyance of the Site at below market value purchase price. The Village will also consider proposed leases, and/or lease-to-own propositions.
2. Enterprise Zone Incentives
 - a. State and local sales tax exemption for building material purchased from retailers in the Enterprise Zone (the entire Village is an Enterprise Zone) and which are incorporated in the project.
 - b. A 0.5 percent investment tax credit (can be carried forward for five years) on investments made in the Enterprise Zone on things such as elevators, boilers, large storage tanks and major computer equipment.
 - c. A \$500 tax credit (can be carried forward for five years) for every “disadvantaged or dislocated worker” hired, if at least five such employees are hired.
3. TIF. Reimbursement for some or all TIF-eligible costs, such as planning, architectural engineering and other professional services, Site clearance and preparation, public improvements, rehabilitation of the existing building and a portion of interest costs during construction.

V. SELECTION PROCESS

The following description of the evaluation process is qualified in its entirety by the statements under IX, General Submission Requirements below:

A. Initial Evaluation

An Evaluation Team, consisting of the Village President, Village Manager, Department of Community Development, Finance Department and the Village Engineer will review and initially evaluate all Proposals. The Evaluation Team reserves the right to seek clarification on any aspect of a Proposal and to request an oral presentation and/or additional information from any Respondent. The Evaluation Team will provide an evaluation of each Proposal to the Planning & Development along with Fiscal Accountability and Government Transparency Committees.

B. Board of Trustees Consideration

The Mayor and Board of Trustees will consider the approval of a Respondent Team and the key terms of the transaction on the date set forth on the cover of the RFP.

Following such approval, the Village and the Respondent Team selected to redevelop the Site will finalize the form of redevelopment agreement to be entered into by the parties consistent with the terms approved by the Mayor and Board of Trustees. The Village’s counsel, will prepare such redevelopment agreement and the Mayor and Board of Trustees will consider the final form of such agreement at a regularly scheduled meeting following such finalization.

VI. EVALUATION CRITERIA

Selection for award of development rights for the Site will be based on the following criteria:

- Capabilities of the Respondent Team, i.e., experience in developing and operation a grocer/retail store of the type and size appropriate for the Site in urban communities such as the Village;
- Quality of the Proposal and the design
- Potential complementary ancillary uses for the Site;
- Employment Opportunities for Village residents;
- Village Incentives requested by Respondent Team; and
- Respondent Team’s financial ability to effect the Proposal

VII. SUBMISSION REQUIREMENTS

All proposals must include the following documents and information, in the order set forth below:

- A. **Cover Letter.** The Proposal must include a cover letter, signed by an authorized representative of the Respondent, which certifies the contents of the entire proposal and provides all assurances required by the Village. *The authorized representative will serve as the single point of contact for the Village throughout the selection process.* The cover letter should also identify an alternate contact person who can communicate on behalf of the Respondent Team. All Formal communications will be addressed to and remain the responsibility of the authorized representative. The cover letter must also include the addresses, telephone numbers, facsimile and e-mail information for the authorized representative and the alternate contact person.
- B. **Executive Summary.** The Proposal must contain an Executive Summary, not to exceed two pages, that describes the proposal and provides a summary of the Respondent Team and experience in similar development efforts.
- C. **Information Concerning the Respondent Team**
1. Respondent must provide an organization chart showing all legal entities involved in the Respondent Team, their relationships to one another and identification of key staff and their roles.
 2. If the Respondent Team includes more than one legal entity, the Proposal must identify the legal entity considered the “lead partner” in the Respondent Team, which would be expected to enter into a Redevelopment Agreement with the Village.
- D. **Qualifications of the Respondent Team**
1. The Proposal should include a discussion of the qualifications of each member of the Respondent Team and with respect to each component of the development concept, referencing prior relevant experience in planning, financial planning, development, marketing, grocery/retail store management or other experience the Respondent considers relevant to its submission;

2. The Proposal should describe particular experience with the development and operation of mid-sized grocery/retail stores in communities similar to the Village.
3. In addition, the Proposal should include:
 - a. For the “lead” member of the Respondent Team and any other Respondent Team members having a risk position in the short or long term success of the project (including the member of any joint ventures or other organizations formed for the purpose of responding to this RFP), resumes of principles and specific personnel to be assigned to the redevelopment project. Prior experience of team members working together, if any, and locations of each individual’s home office should be included.
 - b. If proposing a grocery store operation, provide a listing of previous grocery store projects of which the Respondent Team or team members acted as developer, part of the development team, or as grocery store manager. Responses should include all projects considered relevant by the Respondent, including as appropriate team member’s experience in the planning, design, financing, development and management of mid-sized grocery stores in urban markets similar to that of the Village.
 - c. A discussion of the financial and operational performance history and status of the store of which members of the Respondent Team have acted as developer and/or operator.
 - d. For the “lead” member of the Respondent Team and any other Respondent Team members having a risk position in the short or long term success of the project (including the member of any joint ventures or other organizations formed for the purpose of responding to this RFP), three years audited financial statements of the organization(s) involved, including balance sheet and income and expense information.

Note: Only three copies of the financial information should be included with the submission, and should be packaged separately in its own envelope and NOT bound into the 15 copies of the submission. The Village will consider all financial information strictly confidential and will raise issue with financial information only as it is necessary for the Evaluation Team to fully discuss and make determinations about the Respondent Team’s capacity to carry out the scope of responsibilities.
 - e. For the “lead” member of the Respondent Team and any other Respondent Team members having a risk position in the short or long term success of the project (including the member of any joint ventures or other organizations formed for the purpose of responding to this RFP), three credit references, including a reference from at least one financial institution.
 - f. A discussion of existing commitments and their potential impact on the Respondent Team’s ability to commit time and/or travel to Chicago during periods of time when their expertise would be needed to perform the scope of responsibilities.

E. Development Proposal

1. Design. Respondents are required to submit elevations, floor plans and a development scenario for the Site, regardless of whether the proposal contemplates renovation of the existing structure or construction of one or more new buildings.

2. Financing. Responses should include a pro forma, which clearly illustrates sources and uses and 10-year income and expense projections, whether developer proposes to purchase, lease or lease to own.
3. Timetable: Respondents must provide a clear timetable showing steps from execution of a Redevelopment Agreement through certificate of occupancy and start up of operation.

VIII. ADDITIONAL INFORMATION AVAILABLE UPON REQUEST

Copies of the following additional information is available to purchase from the Village at the following per-copy prices:

Survey	\$5.00
Environmental Studies	\$10.00

Proposers desiring to purchase such materials must request them not less than three (3) business days in advance of the date desired from Ruben Feliciano, Director of Community Development, rfeliciano@maywood-il.org who may be contacted as provided in Section IX of this Report.

IX. GENERAL SUBMISSION REQUIREMENTS

Respondents should provide fifteen (15) bound copies and one (1) unbound copy of their proposal, together with three (3) copies of the required financial information to:

Village of Maywood
40 Madison Street
Maywood, Illinois 60153
Attention: Village Clerk

Responses are due no later than 4:00 p.m., Chicago time, on June 30, 2022, and will be stamped as received by the Village Clerk's Office. No proposals will be accepted after 4:00 p.m. on June 30, 2022.

Proposals should be prepared using 8-1/2 x 11 inch paper; printed double sided and bound on the long side. 11 x 17 inch pages which are folded in half will be accepted. The unbound copy should be sequentially numbered, contain original signatures and be marked "ORIGINAL."

The Village reserves the right to seek clarification on any aspect of a proposal, and to remove from consideration any Proposal which, in the Village's sole discretion, has deficiencies and which could not be rendered competitive without major revisions. In addition, the Village reserves the right to enter into negotiations with one or more Respondents.

All questions and requests must be in writing and should be delivered, mailed, faxed or sent via e-mail to the Village of Maywood, 40 Madison Street, Maywood, IL 60153, attention Ruben Feliciano, rfeliciano@maywood-il.org. Question or requests received in any other manner will not receive a response.

Respondents are advised to adhere to the submission requirements. Failure to comply with the instructions of this RFP may be cause for rejection of the Proposal.

Respondent will be expected to submit proof of an existing corporation, partnership or limited liability company prior to execution of any Redevelopment Agreement.

The Village reserves the right, at any time and its sole discretion, to reject any and all proposals and/or withdraw the RFP with notice. The Village and other participants in the selection process under this RFP will not be liable for any costs or damages incurred in connection with this RFP, including, but not limited to, the costs of preparing proposals, participating in any conferences, presentations or negotiations, and legal expense incurred therein.

X. LIST OF EXHIBITS

- A. Map of the Village
- B. Legal Description of the Site

MAYWOOD

Village of Eternal Light

Village of Maywood TIF Areas Draft Business Improvement Program

VILLAGE OF MAYWOOD MAYWOOD MATCHING GRANT BUSINESS IMPROVEMENT PROGRAM GUIDELINES & APPLICATION

Purpose:

To generate investment in the commercial structures Village wide and promote the revitalization throughout commercial corridors.

Approval:

In addition to meeting the eligibility criteria, approval will be based on the design and merit of the project upon review by the Design Committee whose membership includes: the Village Manager, Community Development Director, Village Engineer, a member of the **Planning and Development Committee and a member of the Ordinance and Policy Committee.**

Grants may be awarded for up to 50% of an approved project up to **\$25,000**. If more applications are received than current funding levels allow, the committee reserves the right to prioritize applications on the basis of extent of the work, level of private funding and the relative impact of the proposed improvements to the area. **In 2022, a total of \$300,000 will be available for this program.**

Eligibility Criteria and General Conditions of Participation:

Getting started – Eligibility criteria

Financial assistance is available for:

- Façade renovation, including masonry, carpentry, windows and doors;
- Awnings; and/or signage and exterior lighting.
- **Roofing**
- **Parking lot repairs**
- **Architectural Designs**
- **Electrical, Plumbing and HVAC**

The program is available for both commercial property owners and commercial tenants Village-wide.

Tenants must have a lease with a minimum 3 year lease remaining and written permission from the property owner concerning the proposed improvements. (A letter of intent may be considered to meet the standard during the application process.)

The building owner and tenant must be in good standing with the Village of Maywood, including, but not limited to taxes, licenses, assessments and loans and/or grants, code requirements. **The building owner and tenant must also be in good standing and current with all government taxing bodies which intersect and/or impact the Village of Maywood.**

Home-based and not-for-profit businesses are not eligible.

The application and statement of agreement must be submitted and approved before the project is begun. The

MAYWOOD

Village of Eternal Light

grant is not retroactive; any costs, other than related architectural services, incurred prior to approval are ineligible. Architectural/design fees previously incurred may be retroactive and can be submitted as part of the overall cost of improvements and will be included in the normal reimbursement calculations.

The applicant contribution will at least match any grant dollars awarded.

Getting approved

The applicant must submit a complete application with all necessary attachments.

All projects are subject to design review. Minimum design standards for site and building improvements are provided in this document. These guidelines are not intended to substitute for architectural drawings in needed. Emphasis would be on those façade designs which bring out and enhance the original character of a building. Improvements should complement the original architecture and be in keeping with the neighborhood buildings. Normal maintenance, as a major component of the scope of work, may not be eligible.

The improvements must be in compliance with the relevant building codes of the Village of Maywood.

Any changes in the approved scope of work must be submitted in writing for approval prior to implementation.

Getting to work

To ensure competitive pricing among contractors/tradespeople, at least two bids for each aspect of the project may be required. Sworn contractor's statements identifying all elements and costs of the proposed improvements shall be required.

Contractor selection, all necessary permits and inspections will be the responsibility of the applicant. Copies of permits are required documentation.

Contractors/Trades people must be licensed and bonded in the Village of Maywood.

Once the applicant provides the bids, a letter of commitment addressing the approved grant amount and any special circumstances will be issued.

~~The Village and applicant will each deposit funds into an escrow account at Prairie Title. Funds will be released on a percentage completion basis pursuant to the escrow instructions. (The escrow agreement will require three signatures for money to be released. Those signatures include the Village Manager, the Applicant and the project General Contractor.) A maximum of 3 draws will be allowed.~~

Work must be completed within 6 months of approval or the grant will be forfeited.

If the applicant serves as the contractor on the project, the contractor's profit will not be considered as an eligible expenditure for the portion of the work the applicant performs as a contractor. Estimates from two other contractors will be required for the cost evaluation of the project.

Lastly

The Village of Maywood, or their agent, reserves the right to request information as deemed necessary for program administration purposes. Failure to comply with any of the criteria or requests from the committee may forfeit the grant.

MAYWOOD

Village of Eternal Light

VILLAGE OF MAYWOOD
MATCHING GRANT **BUSINESS IMPROVEMENT** PROGRAM
APPLICATION

APPLICANT INFORMATION

Applicant Name Phone (w) Phone (h)

Mailing address (Street/City/State/Zip)

Email address Phone (c)

BUILDING INFORMATION

Building own Name Address Telephone Email

Applicant is Owner /Tenant Street Address(es) of building for which grant is sought

Total number of storefronts Number of stories Building frontage (in feet)

ATTACHMENTS:

Photo Design/drawing Bids/Estimates Lease Proof of Ownership Owners' Permission

Tenant(s) Lease Expiration Date(s)

Tenant(s) Lease Expiration Date(s)

STATEMENT OF AGREEMENT

The applicant (undersigned) agrees to comply with the guidelines and procedures of the **Maywood Matching Grant Business Improvement Program**. The applicant understands that s/he must submit copies of the contract for work, design drawings, invoices/waivers of lien, copy of permits upon completion of the approved improvements.

Signature of Applicant

Date

MAYWOOD

Village of Eternal Light

PROJECT INFORMATION

Proposed use of funds (Check all that apply and briefly describe work)

Type of Work	Est. Cost
Brick Cleaning and tuck-pointing _____	\$ _____
Storefront rehab/replacement _____	\$ _____
Window/door repair/replacement _____	\$ _____
Painting of exterior surface _____	\$ _____
Exterior lighting _____	\$ _____
Awning _____	\$ _____
Signage _____	\$ _____
Total Cost of Project _____	\$ _____
Total Grant Request _____	\$ _____

Note: Applicant must provide copy of proof of ownership, all proposed materials and design drawings for estimated scope of work and, upon completion, a copy of the contractors' waivers of lien for evidence of payment.

ATTACH:

- _____ Building design
- _____ Bids and/or estimates
- _____ Color samples
- _____ Catalog cuts of lighting fixtures
- _____ Sign design
- _____ Logo for business signage

MCDC/FacadeGuidelines.doc

Office Use Only:

Date Received:

Committee Meeting Date:

Funds Deposit into Account #:

Grant Awarded: 174

Applicant Notified:



Village of
Maywood
Illinois

Village President

Nathaniel George Booker

Village Clerk

Gwaine Dianne Williams

Trustees

Antonio Sanchez

Shabaun Reyes-Plummer

Miguel Jones

Melvin L. Lightford Sr

Aaron Peppers

Isiah Brandon

Village Manager

Chasity Wells-Armstrong

Village Hall

40 Madison Street

Maywood, IL 60153

Phone: (708) 450-6300

April 28, 2022

MEMORANDUM

**To: Mayor Nathaniel George Booker and Board of Trustees
Village Manager, Village Attorney, Village Clerk**

**From: Ordinance and Policy Committee
Trustee Shabaun Reyes-Plummer, Chair
Trustee Antonio Sanchez, Co-Chair**

Re: Committee Recommendation

The Ordinance and Policy Committee met Monday, April 25, 2022 and has a recommendation for the Board of Trustees to consider.

RECOMMENDATION:

The Ordinance and Policy Committee recommends that a 3-month freeze (moratorium) be placed on the following business licenses: barber shops, hair salons, nail shops, spas, banquet halls/event spaces, tobacco shops and fast-food restaurants; in order for the Planning Comm/Zoning Board to complete an updated Use Table Study including all C-Districts.

MEMO

Date: April 27, 2022

To: Village of Maywood

Attn: Ms. Chasity Wells-Armstrong, Village Manager

cc: John West, Director of Public Works
Lanya Satchell, Director of Finance

From: Bill Peterhansen, P.E., CFM

Re: 2022 Roadway Improvements
2022 Water Main Improvements
Engineering Agreements

Attached are our proposed engineering agreements to provide preliminary, design, and construction engineering services related to the construction of the subject projects. The projects to be constructed consists of roadway and water main improvements at various locations throughout the Village. The work is primarily within the boundaries of the Madison Street TIF, and also includes other approved projects as pertain to the 5 Year Capital Plan and recently approved Village 2022-2023 fiscal year budget.

Summary of Project Scope - Roadways

The following roadways will be improved within the “complete improvements” scope:

School Street – 3rd Avenue to 1st Avenue

3rd Avenue – Madison Street to School Street

2nd Avenue – 140’ north of Madison Street to School Street

4th Avenue – Washington Boulevard to Oak Street

The scope of work includes complete removal and replacement of concrete curb and gutter, concrete driveway aprons, intermittent replacement of deteriorated sidewalk, placement of ADA compliant roadway crossings, repair/replacement of utility structures as needed, repairs to the combined sewer, replacement of drainage structures and sewer laterals at intersections, full depth pavement patching with concrete base course, pavement milling to the existing brick or concrete base course, resurfacing with 1” of hot-mix asphalt leveling binder and 2” of hot-mix asphalt surface course, landscaping restoration, pavement markings and other related improvements.

The following roadways will be improved within the “economy resurfacing” scope:

8th Avenue – Green Street to School Street

Erie Street – 3rd Avenue to 1st Avenue

The scope of work is generally focused on resurfacing of the pavement, as the curb and gutter/driveway aprons were improved along these roadways as part of the 1990’s Village-wide curb line drainage improvement program. As such this will reduce the amount of Village funds needed to complete the improvements. The proposed work includes placement of ADA compliant roadway crossings when in need of updating, repair/replacement of utility structures as needed, repairs to the combined sewer, replacement of drainage structures and sewer laterals at intersections, full depth pavement patching with concrete base course, pavement milling to the existing brick or concrete base course, resurfacing with 1” of hot-mix asphalt leveling binder and 2” of hot-mix asphalt surface course, landscaping restoration, pavement markings and other related improvements.

The following roadway will be improved under previous engineering agreement:

Wilcox Street – 21st Avenue to 19th Avenue

Note that the design and construction engineering of this roadway is covered by previous engineering agreement approved in 2019 and therefore will not be added to the current agreement. The project was “shelved” due to the schedule of the National Cycle Expansion. The construction of this roadway needs to be completed in accordance with the Redevelopment Agreement with National Cycle.

Summary of Project Scope – Water Main Improvements

The following water mains are scheduled to be replaced, with highlights below:

1. 18th Avenue – St. Charles Road to Railroad Avenue
2. 17th Avenue – St. Charles Road to Railroad Avenue
3. 15th Avenue – St. Charles Road to Railroad Avenue

Approximately 1,800 linear feet of existing four-inch (4”) diameter water main in poor condition will be replaced with a new eight-inch diameter (8”) water main. These water mains do not meet current standards for fire flows, are significantly undersized, and have experienced breaks in recent years. It is desired to improve water circulation within the corner of the Village. The new water main will be placed beneath the west sidewalks while preserving the existing pavement and abandoning the existing water main beneath it. New valves, water main connections, fire hydrants, and other related appurtenances will be installed. Existing lead water services will be replaced with copper water services from the water main to the buffalo box in accordance with IEPA standards. Restoration of sidewalks, driveways and landscaping within the west parkways will be performed.

4. Wilcox Street – 21st Avenue to 20th Avenue

In conjunction with the recent private developments and proposed roadway improvements, it is desired to install a public water main along Wilcox Street between 21st Avenue and 20th Avenue in order to connect the Village's existing water mains to the south. The existing north-south water mains at this location function in a "dead end" manner. The improvement will improve water system circulation and associated water quality, and also provide an additional way of feeding the system in the event of a water main break in the vicinity. The scope of work will follow that of above items #1-#3.

Summary of Roadway and Water Main Improvement Selection

The roadway and water main improvements that are selected above were included within the "5 Year Capital Improvements Plan" as well as the recent Budget Presentation to the Board.

Summary of Construction Costs

Due to the recent unforeseen substantial increase in certain construction materials (i.e. ductile iron pipe, water system appurtenances, concrete rebar) as well as spike in oil prices (Hot-mix asphalt related items), we are seeing bid prices at significantly higher levels than in recent years. Being mindful of budget limitations, we recommend delaying a small portion of the water main improvements (21st Avenue from St. Charles Road to Railroad Avenue and 20th Avenue from St. Charles Road to Railroad Avenue) in order to stay within the currently approved budget. Nonetheless, the project is certainly robust and in line (or above) the amount of the heavy improvements completed in recent years.

The breakdown of costs for the construction of the selected roadway and water main improvements is as follows:

Wilcox Street – 21 st Avenue to 19 th Avenue (Roadway)	\$	420,000
Wilcox Street – 21 st Avenue to 19 th Avenue (Water Main)	\$	217,000
4 th Avenue – Washington Boulevard to Oak Street	\$	927,000
8 th Avenue – Green Street to School Street	\$	222,000
School Street – 3 rd Avenue to 1 st Avenue	\$	481,000
3 rd Avenue – Madison Street to School Street	\$	142,000
2 nd Avenue – N. of Madison Street to School Street	\$	<u>92,000</u>
<i>Madison Street TIF Subtotal</i>		<i>2,501,000</i>
Erie Street – 3 rd Avenue to 1 st Avenue	\$	<u>194,000</u>
<i>General Fund Subtotal</i>		<i>194,000</i>
18 th Avenue – St. Charles Road to Railroad Avenue	\$	471,000
17 th Avenue – St. Charles Road to Railroad Avenue	\$	467,000
15 th Avenue – St. Charles Road to Railroad Avenue	\$	<u>382,000</u>
<i>Water Fund Subtotal</i>		<i>1,320,000</i>
<i>Total Construction Cost</i>	\$	<i>4,015,000</i>

Summary of Engineering Agreement – 2022 Roadway Improvements

The Preliminary & Design Engineering Fee for this project is \$169,000, which represents the time to collect and draft existing topographical survey information of the site; design new curb and gutter grades, sidewalk improvements, pavement grades, and underground utility improvements; prepare detailed proposed plans of the improvements; prepare specifications and bid documents in accordance with respective policies and procedures of the Village of Maywood; the submittal and obtainment of permits to the Metropolitan Water District of Greater Chicago regarding storm sewer improvements within a combined sewer area, the submittal and obtainment of permits to the IEPA regarding water main construction as well as erosion control practices, assisting the Village staff in reviewing received proposals and making a recommendation of award to the Village Board; and the preparation of contract documents upon award by the Village Board.

The Construction Engineering Services are proposed to be completed as an hourly rate, which includes an upper limit not to exceed of \$157,000. The Construction Engineering Services include attending a preconstruction conference; administration of the construction documentation per IDOT standards; construction layout of the improvements; construction inspection of proposed improvements noting compliance and deficiencies in work; documentation of quantities completed; preparation of pay estimates; review of contractor's submittal of invoices and waivers; completion of contractor employee interviews and review of certified payrolls in accordance with IDOL procedures; final closeout documentation associated with the MWRDGC and IEPA; a final walk through with Village staff and creation of a punchlist (if necessary) of items requiring further attention; and the making of a recommendation of final acceptance of the project upon conclusion.

Summary of Engineering Agreement – 2022 Water Main Improvements

The Preliminary & Design Engineering Fee for this project is \$89,000, which represents the time to collect and draft existing topographical survey information of the site; design water main improvements, system connections, and determine sequencing of water main shut downs; design ADA curb and gutter grades at intersections and underground utility conflict elevation separation; prepare detailed proposed plans of the improvements; prepare specifications and bid documents in accordance with respective policies and procedures of the Village of Maywood; the submittal and obtainment of permits to the Metropolitan Water District of Greater Chicago regarding sewer replacement work within a combined sewer area, the submittal and obtainment of permits to the IEPA regarding water main construction as well as erosion control practices, assisting the Village staff in reviewing received proposals and making a recommendation of award to the Village Board; and the preparation of contract documents upon award by the Village Board.

The Construction Engineering Services are proposed to be completed as an hourly rate, which includes an upper limit not to exceed of \$98,000. The Construction Engineering Services include attending a preconstruction conference; administration of the construction documentation per IDOT standards; construction layout of the improvements; construction inspection of proposed improvements noting compliance and deficiencies in work; documentation of quantities completed; preparation of pay estimates; review of contractor's submittal of invoices and waivers; completion of contractor employee interviews and review of certified payrolls in accordance with IDOL procedures; final closeout documentation associated with the MWRDGC and IEPA; a final walk through with Village staff and

creation of a punchlist (if necessary) of items requiring further attention; and the making of a recommendation of final acceptance of the project upon conclusion.

Project Funding

The professional engineering services of the project in total are eligible to be funded through the Madison Street TIF at a rate of (62.3%), the General Fund at a rate of (4.8%) and the Water Fund at a rate of (32.9%).

Project Schedule

The project schedule will complete the project by December 16, 2022 and will involve an expedited design schedule as well as coordination with certain stakeholders along the project limits. In order to complete the above work by the completion date the following schedule is proposed:

Approval of Engineering Agreements	May 17, 2022
Completion of Design	July 1, 2022
Advertisement of Project	July 8, 2022
Opening of Proposals	July 22, 2022
Award of Contract	August 16, 2022
Begin Construction	September 1, 2022
Construction Completion	December 16, 2022*

*Weather dependent

The improvements along 4th Avenue from Washington Boulevard to Oak Street will be let under a separate contract entitled “2022 Roadway Improvements – Contract B” to be performed in Spring of 2023 in order to coincide with the adjacent school’s summer recess and minimize risk of leaving a disturbance of unfinished work along the school over the winter.

We are available, at your convenience, to answer any questions regarding this project and our proposal.

AGREEMENT
between the
VILLAGE OF MAYWOOD
and the
EDWIN HANCOCK ENGINEERING COMPANY
for
FURNISHING OF
PROFESSIONAL ENGINEERING SERVICES
for the
2022 ROADWAY IMPROVEMENTS
in
MAYWOOD, ILLINOIS

May 2022

AGREEMENT
between the
VILLAGE OF MAYWOOD
and the
EDWIN HANCOCK ENGINEERING COMPANY
for
FURNISHING OF PROFESSIONAL ENGINEERING SERVICES
for the
2022 ROADWAY IMPROVEMENTS
in
MAYWOOD, ILLINOIS

THIS Agreement, made and entered into between the Village of Maywood, hereinafter referred to as “VILLAGE”, and the Edwin Hancock Engineering Co., hereinafter referred to as “ENGINEER”, covers the furnishing of Professional Engineering Services necessary to provide the engineering services required for the 2022 ROADWAY IMPROVEMENTS, hereinafter referred to as “PROJECT”, which will generally include roadway and water main improvements to the following locations, in the Village of Maywood, Cook County, Illinois:

The PROJECT will generally include “complete improvements” to the following named roadways:

School Street – 3rd Avenue to 1st Avenue

3rd Avenue – Madison Street to School Street

2nd Avenue – 130’ north of Madison Street to School Street

4th Avenue* – Washington Boulevard to Oak Street

The above roadways, all within the limits of the Madison Street TIF, include the work described in detail as follows:

“Complete Improvements”: The scope of work of the roadway improvements portion of the project shall include full replacement of concrete curb and gutter, driveways and ADA ramps, intermittent replacement of concrete sidewalks, resurfacing of existing pavements, reconstruction of existing pavements including hot-mix asphalt pavement, and Portland cement concrete pavement, thermoplastic pavement markings, drainage improvements, and landscaping restoration.

*This location will be bid in early 2023 within a separate construction contract in order for the work to coincide with the adjacent School’s (Emerson Elementary) summer recess, as well as ongoing construction at 316 Randolph Street.

And; the PROJECT will generally include roadway resurfacing and drainage improvements to the following named roadways:

Erie Street – 3rd Avenue to 1st Avenue

8th Avenue – Green Street to School Street

The above roadways, outside of the limits of the Madison Street TIF, include the work described in detail as follows:

The scope of work of the roadway improvements portion of the project shall include intermittent replacement of concrete curb and gutter, driveways and ADA ramps, intermittent replacement of concrete sidewalks, resurfacing of existing pavements with hot-mix asphalt, patching of existing pavements, thermoplastic pavement markings, drainage improvements, and landscaping restoration.

And; the PROJECT will generally include water main improvements to the following section of roadway:

Wilcox Street - 21st Avenue to 19th Avenue

The roadway portion of improvements at this location is included in a previously approved engineering agreement. The water main work is beyond the scope of that agreement and as such included in this agreement:

The scope of work of this portion of the project shall include the installation of a proposed eight-inch (8") water main, valves, fire hydrants, and other related appurtenances; restoration of existing pavement, sidewalk, and driveways in kind, and landscaping wherever disturbed.

Design Engineering includes the preparation of plans, specifications and bidding documents for the proposed work, preparation and submittal of applications for permits required from various agencies, and performance of other necessary engineering services outlined in Section A.I of this Agreement.

Construction Engineering includes providing line and grade staking of the proposed work, observation of the work to become familiar with the progress and quality of the work completed and to determine if the work when completed will be in accordance with the contract documents, attendance at meetings during construction as may be required, measurement of quantities and preparation of pay estimates as required, as well as other services outlined in Section A.II of this Agreement.

WITNESSETH THAT; in consideration of these premises and of the mutual covenants set forth,

A. THE ENGINEER AGREES;

- I. To perform, or be responsible for the performance of, the following Design Engineering services for the proposed improvement:
 - a. Preparing preliminary design criteria.
 - b. Preparing preliminary plans.
 - c. Making engineering field topographic surveys as are necessary for the preparation of detailed plans.
 - d. Preparing and submitting necessary applications and plans to various governmental agencies, on behalf of the VILLAGE, for permission to construct the proposed site improvements.
 - e. Preparing detailed plans, specifications, bid proposals, and estimates of construction costs and furnishing the VILLAGE with sufficient sets of these documents to be used for obtaining bids from contractors.
 - f. Endorsing all plans and other documents furnished by the ENGINEER pursuant to this Agreement by showing his signature and professional seal where Law requires such.
 - g. Assisting the VILLAGE in the issuance of proposal forms and advertising for bids.
 - h. Assisting the VILLAGE in the tabulation and interpretation of contractors' bid proposals.
- II. To perform, or be responsible for the performance of, the following Construction Engineering services for the proposed improvement:
 - a. Consulting on interpretations of plans and specifications and any changes under consideration as construction proceeds, including attending such meetings as may be required to inform the VILLAGE on the progress of the work.
 - b. Checking of shop and equipment drawings.
 - c. Providing line-and-grade staking.
 - d. Providing resident observation of the construction work to become familiar with the progress and quality of the work completed and to

determine if the work when completed will be in accordance with the contract documents.

- e. Making final measurement of quantities of work performed under the contract as required to be able to update Village records and atlas.
 - f. Maintaining a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - g. Advising the VILLAGE of defects and deficiencies in the work of the contractor, but the ENGINEER does not guarantee the performance of the contract by the contractor.
 - h. Making any necessary changes in working plans as may be required after the award of the construction contract and during construction of the improvement.
 - i. Preparing contractor's partial and final payment estimates, change orders, and other records that may be required.
 - j. Performing final inspection of all improvements.
 - k. Preparing Record Drawings, and submitting said drawings in accordance with permitting authority's requirements.
- III. To cause to be furnished, when required, the following services by subletting the work to a firm or firms qualified to provide the following services:
- a. Proportioning and testing of Portland Cement Concrete and Hot-Mix Asphalt mixtures in accordance with project specifications.
 - b. All compaction or density tests as required by the specifications.
 - c. Right of Way identification and staking by Professional Land Surveyor.
- IV. That ENGINEER will save harmless the VILLAGE and its employees from all damages and liabilities caused by negligent or wrongful acts or omissions of ENGINEER in the performance of professional services or by anyone for whose acts ENGINEER is liable. ENGINEER shall carry insurance as agreed upon between VILLAGE and ENGINEER, including insurance covering this indemnity. Such insurance shall remain in force until all work is completed and all final measurements and reports have been made and accepted by the VILLAGE.

B. THE VILLAGE AGREES;

- I. That for the performance by the ENGINEER of the engineering services set forth above, the VILLAGE shall pay the ENGINEER on the following basis of payment:

- a. **To pay the Engineer as compensation for all Design Engineering services performed as stipulated in above Section A.I a Lump Sum Fee of One Hundred Sixty-Nine Thousand dollars (\$169,000.00)**, unless there is a substantial change in the scope, complexity, or character of the work to be performed or there is a substantial overrun in the time necessary for the ENGINEER to complete the work due to causes beyond its control, no increase in Fees shall occur without the advance written agreement of the VILLAGE. Under such circumstances, adjustments in the total compensation to the ENGINEER shall be determined through discussions between the parties of this AGREEMENT, and shall be documented by a change order or amendment to this AGREEMENT. The DESIGN ENGINEERING FEE is based upon the scope of work as listed in Section A.I., and itemized in Attachment C.
- b. **To pay the Engineer as compensation for all Construction Engineering services performed as stipulated in above Section A.II at the hourly rates as found in Attachment "A" not to exceed One Hundred Fifty-Seven Thousand dollars (\$157,000.00)**, unless there is a substantial change in the scope, complexity, or character of the work to be performed or there is a substantial overrun in the time necessary for the ENGINEER to complete the work due to causes beyond its control, no increase in Fees shall occur without the advance written agreement of the VILLAGE. Under such circumstances, adjustments in the total compensation to the ENGINEER shall be determined through discussions between the parties of this AGREEMENT, and shall be documented by a change order or amendment to this AGREEMENT. The CONSTRUCTION ENGINEERING not to exceed amount is based upon the scope of work as listed in Section A.II.

The hourly rates for each classification of personnel are based upon the background of experience and the current salary of the personnel being assigned to a project. In the billing process the hourly invoicing rate of the personnel assigned to the PROJECT will be consistent with the Schedule of Hourly Rates as indicated in Attachment "A".

- c. To pay for the subletted services as stipulated in above Section A.III at the actual cost to the ENGINEER; "Cost to ENGINEER" shall be validated by the ENGINEER furnishing the VILLAGE copies of such invoices from the party doing the work. The cost for the subletted services in Section A.III are not included within the Design or Construction Engineering fees, and must be agreed upon in writing in advance of the work.
- d. For any related work requested of the ENGINEER that is outside the scope of this AGREEMENT, the costs for the engineering services rendered shall be determined by the Schedule of Hourly Rates as found attached to this agreement in Attachment "A".

e. That payment to the ENGINEER for the services rendered shall be made in the following manner:

1. During the performance of the work, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the VILLAGE, monthly progress payments for the work performed shall be due and payable to the ENGINEER. Such monthly payments shall be equal to One Hundred Percent (100%) of the value of services rendered to date, less all previous payments made to the ENGINEER under this AGREEMENT.
2. Payments by the VILLAGE shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1, et seq.)

C. IT IS MUTUALLY AGREED:

- I. That this AGREEMENT may be terminated by either party upon a thirty (30) days written notice should the other party fail substantially to perform in accordance with the terms of the AGREEMENT through no fault of the other. Upon such termination and upon payment in full to ENGINEER of all sums due and owing it, the ENGINEER shall cause to be delivered to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from soil surface and subsurface investigations with the understanding that all such materials become the property of the VILLAGE. The ENGINEER shall be paid promptly for any services completed and any services partially completed. VILLAGE assumes all responsibility and releases ENGINEER from any liability arising from the VILLAGE'S use of partially completed drawings, specifications, or other work product prepared by ENGINEER or for any reuse of ENGINEER'S work product on another project.
- II. Any claim, dispute, or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the county where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.
- III. The VILLAGE and the ENGINEER waive consequential damages for claims, disputes or other matters in question arising out of or relating to this AGREEMENT. This mutual waiver applicable, without limitation, to all consequential damages due to either party's termination in accordance with the terms of this AGREEMENT.
- IV. ENGINEER shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for

safety precautions and programs in connection with the construction Work, since these are solely the contractor's rights and responsibilities under the contract documents.

- V. Along with the General Conditions Attachment to Engineering Agreement attached hereto as Attachment "B", this AGREEMENT represents the entire and integrated agreement between the VILLAGE and the ENGINEER and supersedes all prior negotiations, representations, or agreements, either written or oral. This AGREEMENT may be amended only by written instruments signed by both parties hereto.

In witness whereof, the parties have caused this Agreement to be executed in duplicate counterparts, each of which shall be considered as an original, by their duly authorized officers as of the dates below indicated.

Executed by the VILLAGE, this

_____ day of _____, 2022

VILLAGE OF MAYWOOD
Cook County, Illinois
Acting through its
President and Board of Trustees

By _____
Nathaniel George Booker, Mayor

ATTEST:

By _____
Gwaine Dianne Williams, Village Clerk

(SEAL)

Executed by the ENGINEER, this

_____ day of _____, 2022

EDWIN HANCOCK ENGINEERING COMPANY
9933 ROOSEVELT ROAD
WESTCHESTER, ILLINOIS 60154

By _____
Derek Treichel, P.E., President

ATTEST:

By _____
William Peterhansen, P.E., Vice President

(SEAL)

ATTACHMENT A

2022 SCHEDULE OF HOURLY RATES

PERSONNEL CLASSIFICATION	HOURLY RATE
ENGINEER – VI	\$149.00
ENGINEER – V	\$139.00
ENGINEER – IV	\$129.00
ENGINEER – III	\$124.00
ENGINEER – II	\$111.00
ENGINEER – I	\$99.00
ENGINEERING TECHNICIAN – V	\$128.00
ENGINEERING TECHNICIAN – IV	\$118.00
ENGINEERING TECHNICIAN – III	\$86.00
ENGINEERING TECHNICIAN – II	\$68.00
ENGINEERING TECHNICIAN - I	\$43.00
CAD MANAGER	\$123.00
CAD - II	\$102.00
CAD – I	\$87.00
ADMINISTRATIVE	\$65.00

**Note: Schedule of Hourly Rates is subject to change annually as of March 1st.
The most current Schedule of Hourly Rates will be in effect at the date of service.**

ATTACHMENT B

GENERAL CONDITIONS ATTACHMENT TO ENGINEERING AGREEMENT

A. THE ENGINEER AGREES:

1. That the ENGINEER shall procure and maintain for the duration of its AGREEMENT and for three years thereafter insurance against errors and omissions and claims for injuries to its employees which may rise from or are in conjunction with the performance of the work hereunder by the ENGINEER, its agents, representatives, employees, or subcontractors.

a. **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

- (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 (Ed. 11/85);
- (2) Insurance Services Office form number CA 0001 (ed. 1/87) covering Automobile Liability, symbol 01 "any auto" and endorsement CA 0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms - Insured Contract or ISO form number CA 0001 (Ed. 12/90);
- (3) Professional Liability/Malpractice Liability policy; and
- (4) Worker's Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

b. **Minimum Limits of Insurance**

The ENGINEER shall maintain limits no less than:

- (1) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000.
- (2) Automobile Liability: \$1,000,000 combined single limit per accident or bodily injury and property damage.
- (3) Professional Liability: \$1,000,000 single limit for errors and omissions, professional/malpractice liability.
- (4) Worker's Compensation and Employers' Liability: Worker's Compensation limits as required by the Labor Code of the State of Illinois and Employers' Liability limits of \$100,000 per accident.

c. **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the VILLAGE. At the option of the VILLAGE, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the VILLAGE, its officials, employees and volunteers; or the ENGINEER shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

d. **Other Insurance Provisions**

The policies are to contain, or be endorsed to contain the following provisions:

- (1) General Liability and Automobile Liability Coverages

- (a) The VILLAGE, its officials, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the ENGINEER; or automobiles owned, lease, hired or borrowed by the ENGINEER. The coverage shall contain no special limitations on the scope of protection afforded to the VILLAGE, its officials, employees, and volunteers.
- (b) The ENGINEER's insurance coverage shall be primary as respects the additional insureds. Any insurance or self-insurance maintained by the VILLAGE, its officials, agents, employees, and volunteers shall be excess of ENGINEER's insurance and shall not contribute with it.
- (c) Any failure to comply with reporting provisions of the policies shall not effect coverage provided to the VILLAGE, its officials, agents, employees, and volunteers.
- (d) The ENGINEER's insurance shall contain a severability of interests clause or language stating that ENGINEER's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) All Coverages

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the VILLAGE.

e. **Acceptability of Insurers**

The insurance carrier used by the ENGINEER shall have a minimum insurance rating of B according to the AM Best Insurance Rating Schedule and licensed to do business in the State of Illinois.

f. **Verification of Coverage**

The ENGINEER shall furnish the VILLAGE with certificates of insurance and with copies of endorsements affecting coverage. The certificates and endorsement for the insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the insurance carrier and are to be received and approved by the VILLAGE before any work commences. The VILLAGE reserves the right to request full certified copies of the insurance policies.

- 2. To the fullest extent permitted by law, the ENGINEER shall indemnify and hold harmless the VILLAGE, its officials, employees and volunteers against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses, which may accrue against the VILLAGE, its officials, employees and volunteers, arising in consequence of the negligent or willful performance of this work by the ENGINEER, its employees, or subcontractors, except that arising out of the negligence or willful act of the VILLAGE, its officials, employees and volunteers. Notwithstanding any of the foregoing, nothing contained in this paragraph shall require the ENGINEER to indemnify the VILLAGE, its officials, agents and employees for their own negligent acts or omissions..
- 3. Any insurance policies required by this AGREEMENT, or otherwise provided by the ENGINEER, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the VILLAGE, its officials, agents, employees and volunteers and herein provided.
- 4. The ENGINEER will comply with all applicable federal and Illinois statutes, and local ordinances of the VILLAGE and shall operate within and uphold the ordinances, rules and regulations of the VILLAGE while engaged in services herein described.

5. The VILLAGE reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments; and ENGINEER and VILLAGE shall negotiate appropriate adjustments acceptable to both parties to accommodate such changes.
6. The VILLAGE may, at any time, by written order to ENGINEER (Suspension of Services Order) require ENGINEER to stop all, or any part, of the services required by this AGREEMENT. Upon receipt of such an order, ENGINEER shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. The VILLAGE, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order.
7. This AGREEMENT may be terminated by the VILLAGE by removal of the ENGINEER from the office of Village Engineer as provided by statute, upon written notice to the ENGINEER, at its last known post office address. Provided that should this AGREEMENT be terminated by the VILLAGE, the ENGINEER shall be paid for any services completed and any services partially completed. All field notes, test records, drawings, and reports completed or partially completed at the time of termination shall become the property of, and made available to, the VILLAGE. Within five (5) days after notification and request, the ENGINEER shall deliver to the successor Village Engineer all property, books and effects of every description in its possession belonging to the VILLAGE and pertaining to the office of Village Engineer.
8. This AGREEMENT may additionally be terminated by the VILLAGE upon written notice to the ENGINEER, at its last known post office address, upon the occurrence of any one or more of the following events, without cause and without prejudice to any other right or remedy:
 - a. If ENGINEER commences a voluntary case under any chapter of the Bankruptcy Code (Title 11, United States Code), as now or hereinafter in effect, or if ENGINEER takes any equivalent or similar action by filing a petition or otherwise under any other federal or state law in effect at such time relating to the bankruptcy or insolvency;
 - b. If a petition is filed against ENGINEER under any chapter of the Bankruptcy Code as now or hereafter in effect at the time of filing, or if a petition is filed seeking any such equivalent or similar relief against ENGINEER under any other federal or state law in effect at the time relating to bankruptcy or insolvency.
 - c. If ENGINEER makes a general assignment for the benefit of creditors;
 - d. If a trustee, receiver, custodian or agent of ENGINEER is appointed under applicable law or under contract, whose appointment or authority to take charge of property of ENGINEER is for the purpose of enforcing a Lien against such property or for the purpose of general administration of such property for the benefit of ENGINEER's creditors;
 - e. If ENGINEER admits in writing an inability to pay its debts generally as they become due;
9. Upon termination, the ENGINEER shall deliver to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. In such case, ENGINEER shall be paid for all services and any expense sustained, less all costs incurred by the VILLAGE to have the services performed which were to have been performed by the ENGINEER.
10. The ENGINEER is qualified technically and is conversant with the laws and regulations applicable to the PROJECT and sufficient, properly trained, and experienced personnel will be retained to perform the services enumerated herein.
11. The ENGINEER shall maintain its records relating to the performance of the Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 et seq.) and the Freedom of Information Act (5 ILCS 140/1 et seq.) until written approval for the disposal of such records is obtained from the Local Records Commission. All books and records required to be maintained by the ENGINEER shall be available for review and audit by the Village. The ENGINEER shall cooperate with the Village (a) with any request for public records made pursuant to the Freedom of Information Act (5 ILCS 140/1 et seq.), (b) with any request for public records made pursuant to any audit, and (c) by providing full access to and copying of all relevant books and records within a time period which allows the Village to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 et seq.).

12. The ENGINEER warrants that he has not employed or retained any company or person, other than an employee working solely for the ENGINEER, to secure this AGREEMENT; and he has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warranty, the VILLAGE shall have the right to annul this AGREEMENT without liability, or, in its discretion, to deduct from the AGREEMENT price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.
13. The ENGINEER, during the period commencing upon the execution of this AGREEMENT and concluding one year following the completion of the PROJECT, shall not accept employment from any developer developing land within the VILLAGE or any contractor, subcontractor or material supplier performing work or supplying material to the VILLAGE without the express written consent of the VILLAGE.
14. This AGREEMENT shall be deemed to be exclusive between the VILLAGE and the ENGINEER. This AGREEMENT shall not be assigned by the ENGINEER without first obtaining permission in writing from the VILLAGE.
15. All books, papers, notes, records, lists, data, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, magnetic media, electronic files, printouts, backups, and computer databases created or modified by the ENGINEER relating in any manner to the work performed by the ENGINEER or by anyone else and used by the ENGINEER in performance of this services under this AGREEMENT (the "Work") shall be a "work made for hire" as defined by the laws of the United States regarding copyrights.
16. The ENGINEER hereby assigns to the VILLAGE and its successors and assigns all of its right, title, interest and ownership in the Work, including but not limited to copyrights, trademarks, patents, and trade secret rights and the rights to secure any renewals, reissues, and extensions thereof. ENGINEER grants permission to the VILLAGE to register the copyright and other rights in the Work in the VILLAGE's name. ENGINEER shall give the VILLAGE or any other person designated by the VILLAGE all assistance reasonably necessary to perfect its rights under this AGREEMENT and to sign such applications, documents, assignment forms and other papers as the VILLAGE requests from time to time to further confirm this assignment. ENGINEER further grants to the VILLAGE full, complete and exclusive ownership of the Work. ENGINEER shall not use the Work for the benefit of anyone other than the VILLAGE, without the VILLAGE's prior written permission. Upon completion of the Work or other termination of this AGREEMENT the ENGINEER shall deliver to the VILLAGE all copies of any and all materials relating or pertaining to this AGREEMENT.
17. The drawings, specifications, reports, and any other PROJECT documents prepared by ENGINEER in connection with any or all of the services furnished hereunder shall be delivered to the VILLAGE for the use of the VILLAGE. The ENGINEER shall have the right to retain originals of all PROJECT documents and drawings for its files. Furthermore, it is understood and agreed that the PROJECT documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the PROJECT, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this PROJECT. The VILLAGE may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the PROJECT. Any reuse of PROJECT documents, without the express written consent of the ENGINEER, shall be at VILLAGE's sole risk, and the VILLAGE shall indemnify and hold harmless the ENGINEER from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom. When and if record drawings are to be provided by the ENGINEER, the information used in the preparation of record drawings is provided by others and ENGINEER is not responsible for accuracy, completeness, nor sufficiency of such information. The level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for PROJECT construction. If additional detail is requested by the VILLAGE to be included on the record drawings, then the ENGINEER will be due additional compensation for additional services. The ENGINEER shall have the right to include representations of the design of the PROJECT, including photographs of the exterior and interior, among the ENGINEER's promotional and professional materials. The ENGINEER's materials shall not include the VILLAGE's confidential and proprietary information.
18. The ENGINEER will not at any time, either directly or indirectly, disclose, use or communicate or attempt to disclose, use or communicate to any person, firm, or corporation any confidential information or any other information concerning the business, services, finances or operations of the VILLAGE except as expressly authorized by the VILLAGE. ENGINEER shall treat such information at all times as confidential. ENGINEER

acknowledges that each of the following can contain confidential information of the VILLAGE and that the disclosure of any of the following by the ENGINEER without the VILLAGE's express authorization would be harmful and damaging to the VILLAGE's interests:

- a. Compilations of resident names and addresses, resident lists, resident payment histories, resident information reports, any other resident information, computer programs, computer software, printouts, backups, computer disks and diskettes, and computer databases and which are not otherwise known to the public.
- b. All information relating to the Engineering Services being performed by ENGINEER under this AGREEMENT, regardless of its type or form and which are not otherwise known to the public.
- c. Ideas, concepts, designs and plans which are specifically involved with the Engineering Services being performed by ENGINEER under this AGREEMENT which are created, designed, enhanced by the ENGINEER and which are not otherwise known to the public.
- d. Financial information and police records.

This itemization of confidential information is not exclusive; there may be other information that is included within this covenant of confidentiality. This information is confidential whether or not it is expressed on paper, disk, diskette, magnetic media, optical media, monitor, screen, or any other medium or form of expression. The phrase "directly or indirectly" includes, but is not limited to, acting through ENGINEER's wife, children, parents, brothers, sisters, or any other relatives, friends, partners, trustees, agents or associates.

19. All books, papers, records, lists, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, printouts, backups, and computer databases relating in any manner to the VILLAGE's business, services, programs, software or residents, whether prepared by ENGINEER or anyone else, are the exclusive property of the VILLAGE. In addition, all papers, notes, data, reference material, documentation, programs, diskettes (demonstration or otherwise), magnetic media, optical media, printouts, backups, and all other media and forms of expression that in any way include, incorporate or reflect any confidential information of the VILLAGE (as defined above) are the exclusive property of the VILLAGE. ENGINEER shall immediately return said items to the VILLAGE upon termination of ENGINEER's engagement or earlier at the VILLAGE's request at any time.
20. The ENGINEER's opinions of probable PROJECT construction cost provided for herein are to be made on the basis of the ENGINEER's experience and qualifications and represent the ENGINEER's judgment as a design professional familiar with the construction industry, but the ENGINEER does not guarantee that proposal, bids or the construction cost will not vary from opinions of probable construction cost prepared by the ENGINEER.
21. The VILLAGE, for and in consideration of the rendering of the engineering services enumerated herein shall pay to the ENGINEER for rendering such services the fee hereinbefore established in the following manner:
 - a. Upon receipt of monthly statements from the ENGINEER and the approval thereof by the VILLAGE, payments for the work performed shall be due and payable to the ENGINEER within 30 days after approval by the VILLAGE.
 - b. Payments shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).
22. This AGREEMENT may be terminated by the ENGINEER by resignation from the office of Village Engineer, upon thirty (30) days' written notice to the VILLAGE should the VILLAGE fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the ENGINEER. Upon such termination, the ENGINEER shall make available to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. The ENGINEER shall be paid promptly for all services provided to the date of termination.
23. The ENGINEER is an independent contractor in the performance of this AGREEMENT, and it is understood that the parties have not entered into any joint venture or partnership with the other. The ENGINEER shall not be considered to be the agent of the VILLAGE. Nothing contained in this AGREEMENT shall create a

contractual relationship with a cause of action in favor of a third party against either the VILLAGE or ENGINEER.

24. Written notices between the VILLAGE and the ENGINEER shall be deemed sufficiently given after being placed in the United States mail, registered or certified, postage pre-paid, addressed to the appropriate party as follows:
 - a. If to the VILLAGE:
VILLAGE OF MAYWOOD
40 Madison Street
Maywood, Illinois 60153
Attn: Ms. Chasity Wells-Armstrong, Village Manager
 - b. If to the ENGINEER:
EDWIN HANCOCK ENGINEERING COMPANY.
9933 Roosevelt Road
Westchester, Illinois 60154-2780
Attn: Derek Treichel, P.E., President
 - c. Either party may change its mailing address by giving written notice to the other party as provided above. Whenever this AGREEMENT requires one party to give the other notice, such notice shall be given only in the form and to the addresses described in this paragraph.
25. This AGREEMENT represents the entire and integrated contract between the parties and supersedes all prior negotiations, representations or understandings, whether written or oral. This AGREEMENT may only be amended by written instrument executed by authorized signatories of the VILLAGE and the ENGINEER.
26. The terms of this AGREEMENT shall be binding upon and inure to the benefit of the parties and their respective successors.
27. The waiver of one party of any breach of this AGREEMENT or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this AGREEMENT and shall not be construed to be a waiver of any provision, except for the particular instance.
28. If any term, covenant, or condition of this AGREEMENT or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this contract shall not be affected thereby, and each term, covenant or condition of this AGREEMENT shall be valid and shall be enforced to the fullest extent permitted by law.
29. This AGREEMENT shall be construed under and governed by the laws of the State of Illinois, and all actions brought to enforce the dispute resolution provisions of this AGREEMENT shall be so brought in the Circuit Court of Cook County, State of Illinois.

B. CERTIFICATION OF ENGINEER

1. The ENGINEER certifies that the ENGINEER, its shareholders holding more than five percent (5%) of the outstanding shares of the ENGINEER, its officers and directors are:
 - a. not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1;
 - b. not barred from contracting as a result of a violation of either Section 33E-3 (bid rigging) or Section 33E-4 (bid rotating) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4);
 - c. not in default, as defined in 5 ILCS 385/2, on an educational loan, as defined in 5 ILCS 385/1;
 - d. in compliance with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*)
 - e. in compliance with equal employment opportunities and during the performance of the AGREEMENT, the ENGINEER shall:

- (1) Not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
 - (2) If it hires additional employees in order to perform this AGREEMENT or any portion hereof, it will determine the availability (in accordance with the Illinois Department of Human Rights' Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
 - (3) In all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
 - (4) Send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the ENGINEER's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the ENGINEER in its efforts to comply with such Act and Rules and Regulations, the ENGINEER will promptly so notify the Illinois Department of Human Rights and the VILLAGE and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
 - (5) Submit reports as required by the Illinois Department of Human Rights, Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
 - (6) Permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
 - (7) Not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. As used in this section, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise.
- f. in compliance with 775 ILCS 5/2-105(A)(4) by having in place and enforcing a written sexual harassment policy.
- g. in agreement that in the event of non-compliance with the provisions of this certification relating to equal employment opportunity, the Illinois Human Rights Act or the Illinois Department of Human Rights, Rules and Regulations, the ENGINEER may be declared ineligible for future contracts with the VILLAGE, and this AGREEMENT may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.
- h. in compliance with 30 ILCS 580/1 et seq. (Drug Free Workplace Act) by providing a drug-free workplace by:
- (1) Publishing a statement:

- (a) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the ENGINEER's workplace.
 - (b) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (c) Notifying the employee that, as a condition of employment on such AGREEMENT, the employee will:
 - (i) abide by the terms of the statement; and
 - (ii) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (2) Establishing a drug-free awareness program to inform employees about:
- (a) the dangers of drug abuse in the workplace;
 - (b) the ENGINEER's policy of maintaining a drug-free workplace;
 - (c) any available drug counseling, rehabilitation, and employee assistance program; and
 - (d) the penalties that may be imposed upon employees for drug violations.
- (3) Making it a requirement to give a copy of the statement required by subparagraph B.1.h.(1) to each employee engaged in the performance of the AGREEMENT, and to post the statement in a prominent place in the workplace.
- (4) Notifying the VILLAGE within ten (10) days after receiving notice under Subparagraph B.1.h.(1)(c) (ii) from any employee or otherwise receiving actual notice of such conviction.
- (5) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by 30 ILCS 580/5.
- (6) Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.
- (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- i. in compliance with the Code of Ordinances of the Village of Maywood, in that no Village of Maywood official, spouse or dependent child of a Village of Maywood official, agent on behalf of any Village of Maywood official or trust in which a Village of Maywood official, the spouse or dependent child of a Village of Maywood official or a beneficiary is a holder of more than five percent (5%) of the ENGINEER.
 - j. in compliance with the Code of Ordinances of the Village of Maywood, in that no officer or employee of the Village of Maywood has solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the ENGINEER.
 - k. The ENGINEER has not given to any officer or employee of the Village any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having

monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer in violation of the Code of Ordinances of the Village of Maywood.

- l. No Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of any interest in the ENGINEER; or, if the ENGINEER's stock is traded on a nationally recognized securities market, that no Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of more than one percent (1%) of the ENGINEER, but if any Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of less than one percent (1%) of such ENGINEER, the ENGINEER has disclosed to the Village in writing the name(s) of the holder of such interest.
- m. The ENGINEER is in compliance with the Substance Abuse Prevention on Public Works Projects Act (Public Act 95-0635), the Contractor is a party to a collective bargaining agreement dealing with the subject matter of the Substance Abuse Prevention on Public Works Projects Act or has in place and is enforcing a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act.
- n. The ENGINEER shall not refuse or deny any person employment in any capacity on the ground of unlawful discrimination, as that term is defined in the Illinois Human Rights Act, nor subject any person to unlawful discrimination in any manner, in connection with the contracting for or the performance of any work or service of any kind, by, for, on behalf of, or for the benefit of the Village. The ENGINEER, subcontractor, nor any person on his or her behalf shall not, in any manner, discriminate against or intimidate any employee hired for the performance of work for the benefit of the Village on account of race, color, creed, sex, religion, physical or mental handicap unrelated to ability, or national origin; and there may be deducted from the amount payable to the contractor by the Village, under this contract, a penalty of five dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of this section.
- o. Neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person and that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person.

ATTACHMENT C

Design Engineering Fee

Preliminary Engineering	\$4,500.00
Topographic Survey	\$32,500.00
CADD Drafting	\$27,500.00
Utility Coordination	\$3,500.00
Plans	\$54,500.00
Specifications	\$17,000.00
Stormwater Calculations	\$4,500.00
MWRD Permitting	\$8,000.00
Bid Engineering	\$2,000.00
Project Administration	\$15,000.00
Total Design Engineering Fee	\$169,000.00

Construction Engineering Fee

Pre-Construction Activities	\$4,500.00
Resident Notification	\$1,000.00
Construction Layout	\$19,000.00
Construction Observation	\$91,500.00
Documentation	\$18,000.00
Project Close-Out	\$8,000.00
Project Administration	\$15,000.00
Total Construction Engineering Fee	\$157,000.00

Estimated Sub-Consultant Fees

QA Materials Testing \$ 3,900.00**

**** These sub-consultant fees are not included in the upper limit of this Agreement.**

AGREEMENT
between the
VILLAGE OF MAYWOOD
and the
EDWIN HANCOCK ENGINEERING COMPANY
for
FURNISHING OF
PROFESSIONAL ENGINEERING SERVICES
for the
2022 WATER MAIN IMPROVEMENTS
in
MAYWOOD, ILLINOIS

May 2022

AGREEMENT
between the
VILLAGE OF MAYWOOD
and the
EDWIN HANCOCK ENGINEERING COMPANY
for
FURNISHING OF PROFESSIONAL ENGINEERING SERVICES
for the
2022 WATER MAIN IMPROVEMENTS
in
MAYWOOD, ILLINOIS

THIS Agreement, made and entered into between the Village of Maywood, hereinafter referred to as "VILLAGE", and the Edwin Hancock Engineering Co., hereinafter referred to as "ENGINEER", covers the furnishing of Professional Engineering Services necessary to provide the engineering services required for the 2022 WATER MAIN IMPROVEMENTS, hereinafter referred to as "PROJECT", which will generally include roadway and water main improvements to the following locations, in the Village of Maywood, Cook County, Illinois:

The PROJECT will generally include water main improvements beneath the following named roadways:

18th Avenue – St. Charles Road to Railroad Avenue

17th Avenue – St. Charles Road to Railroad Avenue

15th Avenue – St. Charles Road to Railroad Avenue

The above locations, outside the limits of the Madison Street TIF, include the work described in detail as follows:

The scope of work of this portion of the project shall include the abandonment in place of an existing four-inch (4") water main, installation of a proposed eight-inch (8") water main, valves, fire hydrants, and other related appurtenances; restoration of existing pavement, sidewalk, and driveways in kind, and landscaping wherever disturbed.

Design Engineering includes the preparation of plans, specifications and bidding documents for the proposed work, preparation and submittal of applications for permits required from various agencies, and performance of other necessary engineering services outlined in Section A.I of this Agreement.

Construction Engineering includes providing line and grade staking of the proposed work, observation of the work to become familiar with the progress and quality of the work completed and to determine if the work when completed will be in accordance with the contract documents, attendance at meetings during construction as may be required,

measurement of quantities and preparation of pay estimates as required, as well as other services outlined in Section A.II of this Agreement.

WITNESSETH THAT; in consideration of these premises and of the mutual covenants set forth,

A. THE ENGINEER AGREES;

- I. To perform, or be responsible for the performance of, the following Design Engineering services for the proposed improvement:
 - a. Preparing preliminary design criteria.
 - b. Preparing preliminary plans.
 - c. Making engineering field topographic surveys as are necessary for the preparation of detailed plans.
 - d. Preparing and submitting necessary applications and plans to various governmental agencies, on behalf of the VILLAGE, for permission to construct the proposed site improvements.
 - e. Preparing detailed plans, specifications, bid proposals, and estimates of construction costs and furnishing the VILLAGE with sufficient sets of these documents to be used for obtaining bids from contractors.
 - f. Endorsing all plans and other documents furnished by the ENGINEER pursuant to this Agreement by showing his signature and professional seal where Law requires such.
 - g. Assisting the VILLAGE in the issuance of proposal forms and advertising for bids.
 - h. Assisting the VILLAGE in the tabulation and interpretation of contractors' bid proposals.
- II. To perform, or be responsible for the performance of, the following Construction Engineering services for the proposed improvement:
 - a. Consulting on interpretations of plans and specifications and any changes under consideration as construction proceeds, including attending such meetings as may be required to inform the VILLAGE on the progress of the work.
 - b. Checking of shop and equipment drawings.
 - c. Providing line-and-grade staking.

- d. Providing resident observation of the construction work to become familiar with the progress and quality of the work completed and to determine if the work when completed will be in accordance with the contract documents.
 - e. Making final measurement of quantities of work performed under the contract as required to be able to update Village records and atlas.
 - f. Maintaining a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - g. Advising the VILLAGE of defects and deficiencies in the work of the contractor, but the ENGINEER does not guarantee the performance of the contract by the contractor.
 - h. Making any necessary changes in working plans as may be required after the award of the construction contract and during construction of the improvement.
 - i. Preparing contractor's partial and final payment estimates, change orders, and other records that may be required.
 - j. Performing final inspection of all improvements.
 - k. Preparing Record Drawings, and submitting said drawings in accordance with permitting authority's requirements.
- III. To cause to be furnished, when required, the following services by subletting the work to a firm or firms qualified to provide the following services:
- a. Proportioning and testing of Portland Cement Concrete and Hot-Mix Asphalt mixtures in accordance with project specifications.
 - b. All compaction or density tests as required by the specifications.
 - c. Right of Way identification and staking by Professional Land Surveyor.
- IV. That ENGINEER will save harmless the VILLAGE and its employees from all damages and liabilities caused by negligent or wrongful acts or omissions of ENGINEER in the performance of professional services or by anyone for whose acts ENGINEER is liable. ENGINEER shall carry insurance as agreed upon between VILLAGE and ENGINEER, including insurance covering this indemnity. Such insurance shall remain in force until all work is completed and all final measurements and reports have been made and accepted by the VILLAGE.

B. THE VILLAGE AGREES;

- I. That for the performance by the ENGINEER of the engineering services set forth above, the VILLAGE shall pay the ENGINEER on the following basis of payment:
 - a. **To pay the Engineer as compensation for all Design Engineering services performed as stipulated in above Section A.I a Lump Sum Fee of Eighty-Nine Thousand dollars (\$89,000.00)**, unless there is a substantial change in the scope, complexity, or character of the work to be performed or there is a substantial overrun in the time necessary for the ENGINEER to complete the work due to causes beyond its control, no increase in Fees shall occur without the advance written agreement of the VILLAGE. Under such circumstances, adjustments in the total compensation to the ENGINEER shall be determined through discussions between the parties of this AGREEMENT, and shall be documented by a change order or amendment to this AGREEMENT. The DESIGN ENGINEERING FEE is based upon the scope of work as listed in Section A.I., and itemized in Attachment C.
 - b. **To pay the Engineer as compensation for all Construction Engineering services performed as stipulated in above Section A.II at the hourly rates as found in Attachment "A" not to exceed Ninety-Eight Thousand dollars (\$98,000.00)**, unless there is a substantial change in the scope, complexity, or character of the work to be performed or there is a substantial overrun in the time necessary for the ENGINEER to complete the work due to causes beyond its control, no increase in Fees shall occur without the advance written agreement of the VILLAGE. Under such circumstances, adjustments in the total compensation to the ENGINEER shall be determined through discussions between the parties of this AGREEMENT, and shall be documented by a change order or amendment to this AGREEMENT. The CONSTRUCTION ENGINEERING not to exceed amount is based upon the scope of work as listed in Section A.II.

The hourly rates for each classification of personnel are based upon the background of experience and the current salary of the personnel being assigned to a project. In the billing process the hourly invoicing rate of the personnel assigned to the PROJECT will be consistent with the Schedule of Hourly Rates as indicated in Attachment "A".

- c. To pay for the subletted services as stipulated in above Section A.III at the actual cost to the ENGINEER; "Cost to ENGINEER" shall be validated by the ENGINEER furnishing the VILLAGE copies of such invoices from the party doing the work. The cost for the subletted services in Section A.III are not included within the Design or Construction Engineering fees, and must be agreed upon in writing in advance of the work.
- d. For any related work requested of the ENGINEER that is outside the scope

of this AGREEMENT, the costs for the engineering services rendered shall be determined by the Schedule of Hourly Rates as found attached to this agreement in Attachment "A".

e. That payment to the ENGINEER for the services rendered shall be made in the following manner:

1. During the performance of the work, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the VILLAGE, monthly progress payments for the work performed shall be due and payable to the ENGINEER. Such monthly payments shall be equal to One Hundred Percent (100%) of the value of services rendered to date, less all previous payments made to the ENGINEER under this AGREEMENT.
2. Payments by the VILLAGE shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1, et seq.).

C. IT IS MUTUALLY AGREED;

- I. That this AGREEMENT may be terminated by either party upon a thirty (30) days written notice should the other party fail substantially to perform in accordance with the terms of the AGREEMENT through no fault of the other. Upon such termination and upon payment in full to ENGINEER of all sums due and owing it, the ENGINEER shall cause to be delivered to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from soil surface and subsurface investigations with the understanding that all such materials become the property of the VILLAGE. The ENGINEER shall be paid promptly for any services completed and any services partially completed. VILLAGE assumes all responsibility and releases ENGINEER from any liability arising from the VILLAGE'S use of partially completed drawings, specifications, or other work product prepared by ENGINEER or for any reuse of ENGINEER'S work product on another project.
- II. Any claim, dispute, or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the county where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.
- III. The VILLAGE and the ENGINEER waive consequential damages for claims, disputes or other matters in question arising out of or relating to this AGREEMENT. This mutual waiver applicable, without limitation, to all consequential damages due to either party's termination in accordance with the terms of this AGREEMENT.

- IV. ENGINEER shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction Work, since these are solely the contractor's rights and responsibilities under the contract documents.

- V. Along with the General Conditions Attachment to Engineering Agreement attached hereto as Attachment "B", this AGREEMENT represents the entire and integrated agreement between the VILLAGE and the ENGINEER and supersedes all prior negotiations, representations, or agreements, either written or oral. This AGREEMENT may be amended only by written instruments signed by both parties hereto.

In witness whereof, the parties have caused this Agreement to be executed in duplicate counterparts, each of which shall be considered as an original, by their duly authorized officers as of the dates below indicated.

Executed by the VILLAGE, this

_____ day of _____, 2022

VILLAGE OF MAYWOOD
Cook County, Illinois
Acting through its
President and Board of Trustees

By _____
Nathaniel George Booker, Mayor

ATTEST:

By _____
Gwaine Dianne Williams, Village Clerk

(SEAL)

Executed by the ENGINEER, this

_____ day of _____, 2022

EDWIN HANCOCK ENGINEERING COMPANY
9933 ROOSEVELT ROAD
WESTCHESTER, ILLINOIS 60154

By _____
Derek Treichel, P.E., President

ATTEST:

By _____
William Peterhansen, P.E., Vice President

(SEAL)

ATTACHMENT A

2022 SCHEDULE OF HOURLY RATES

PERSONNEL CLASSIFICATION	HOURLY RATE
ENGINEER – VI	\$149.00
ENGINEER – V	\$139.00
ENGINEER – IV	\$129.00
ENGINEER – III	\$124.00
ENGINEER – II	\$111.00
ENGINEER – I	\$99.00
ENGINEERING TECHNICIAN – V	\$128.00
ENGINEERING TECHNICIAN – IV	\$118.00
ENGINEERING TECHNICIAN – III	\$86.00
ENGINEERING TECHNICIAN – II	\$68.00
ENGINEERING TECHNICIAN - I	\$43.00
CAD MANAGER	\$123.00
CAD - II	\$102.00
CAD – I	\$87.00
ADMINISTRATIVE	\$65.00

**Note: Schedule of Hourly Rates is subject to change annually as of March 1st.
The most current Schedule of Hourly Rates will be in effect at the date of service.**

ATTACHMENT B

GENERAL CONDITIONS ATTACHMENT TO ENGINEERING AGREEMENT

A. THE ENGINEER AGREES:

1. That the ENGINEER shall procure and maintain for the duration of its AGREEMENT and for three years thereafter insurance against errors and omissions and claims for injuries to its employees which may rise from or are in conjunction with the performance of the work hereunder by the ENGINEER, its agents, representatives, employees, or subcontractors.

a. **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

- (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 (Ed. 11/85);
- (2) Insurance Services Office form number CA 0001 (ed. 1/87) covering Automobile Liability, symbol 01 "any auto" and endorsement CA 0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms - Insured Contract or ISO form number CA 0001 (Ed. 12/90);
- (3) Professional Liability/Malpractice Liability policy; and
- (4) Worker's Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

b. **Minimum Limits of Insurance**

The ENGINEER shall maintain limits no less than:

- (1) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000.
- (2) Automobile Liability: \$1,000,000 combined single limit per accident or bodily injury and property damage.
- (3) Professional Liability: \$1,000,000 single limit for errors and omissions, professional/malpractice liability.
- (4) Worker's Compensation and Employers' Liability: Worker's Compensation limits as required by the Labor Code of the State of Illinois and Employers' Liability limits of \$100,000 per accident.

c. **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the VILLAGE. At the option of the VILLAGE, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the VILLAGE, its officials, employees and volunteers; or the ENGINEER shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

d. **Other Insurance Provisions**

The policies are to contain, or be endorsed to contain the following provisions:

- (1) General Liability and Automobile Liability Coverages

- (a) The VILLAGE, its officials, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the ENGINEER; or automobiles owned, lease, hired or borrowed by the ENGINEER. The coverage shall contain no special limitations on the scope of protection afforded to the VILLAGE, its officials, employees, and volunteers.
- (b) The ENGINEER's insurance coverage shall be primary as respects the additional insureds. Any insurance or self-insurance maintained by the VILLAGE, its officials, agents, employees, and volunteers shall be excess of ENGINEER's insurance and shall not contribute with it.
- (c) Any failure to comply with reporting provisions of the policies shall not effect coverage provided to the VILLAGE, its officials, agents, employees, and volunteers.
- (d) The ENGINEER's insurance shall contain a severability of interests clause or language stating that ENGINEER's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) All Coverages

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the VILLAGE.

e. **Acceptability of Insurers**

The insurance carrier used by the ENGINEER shall have a minimum insurance rating of B according to the AM Best Insurance Rating Schedule and licensed to do business in the State of Illinois.

f. **Verification of Coverage**

The ENGINEER shall furnish the VILLAGE with certificates of insurance and with copies of endorsements affecting coverage. The certificates and endorsement for the insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the insurance carrier and are to be received and approved by the VILLAGE before any work commences. The VILLAGE reserves the right to request full certified copies of the insurance policies.

- 2. To the fullest extent permitted by law, the ENGINEER shall indemnify and hold harmless the VILLAGE, its officials, employees and volunteers against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses, which may accrue against the VILLAGE, its officials, employees and volunteers, arising in consequence of the negligent or willful performance of this work by the ENGINEER, its employees, or subcontractors, except that arising out of the negligence or willful act of the VILLAGE, its officials, employees and volunteers. Notwithstanding any of the foregoing, nothing contained in this paragraph shall require the ENGINEER to indemnify the VILLAGE, its officials, agents and employees for their own negligent acts or omissions..
- 3. Any insurance policies required by this AGREEMENT, or otherwise provided by the ENGINEER, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the VILLAGE, its officials, agents, employees and volunteers and herein provided.
- 4. The ENGINEER will comply with all applicable federal and Illinois statutes, and local ordinances of the VILLAGE and shall operate within and uphold the ordinances, rules and regulations of the VILLAGE while engaged in services herein described.

5. The VILLAGE reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments; and ENGINEER and VILLAGE shall negotiate appropriate adjustments acceptable to both parties to accommodate such changes.
6. The VILLAGE may, at any time, by written order to ENGINEER (Suspension of Services Order) require ENGINEER to stop all, or any part, of the services required by this AGREEMENT. Upon receipt of such an order, ENGINEER shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. The VILLAGE, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order.
7. This AGREEMENT may be terminated by the VILLAGE by removal of the ENGINEER from the office of Village Engineer as provided by statute, upon written notice to the ENGINEER, at its last known post office address. Provided that should this AGREEMENT be terminated by the VILLAGE, the ENGINEER shall be paid for any services completed and any services partially completed. All field notes, test records, drawings, and reports completed or partially completed at the time of termination shall become the property of, and made available to, the VILLAGE. Within five (5) days after notification and request, the ENGINEER shall deliver to the successor Village Engineer all property, books and effects of every description in its possession belonging to the VILLAGE and pertaining to the office of Village Engineer.
8. This AGREEMENT may additionally be terminated by the VILLAGE upon written notice to the ENGINEER, at its last known post office address, upon the occurrence of any one or more of the following events, without cause and without prejudice to any other right or remedy:
 - a. If ENGINEER commences a voluntary case under any chapter of the Bankruptcy Code (Title 11, United States Code), as now or hereinafter in effect, or if ENGINEER takes any equivalent or similar action by filing a petition or otherwise under any other federal or state law in effect at such time relating to the bankruptcy or insolvency;
 - b. If a petition is filed against ENGINEER under any chapter of the Bankruptcy Code as now or hereafter in effect at the time of filing, or if a petition is filed seeking any such equivalent or similar relief against ENGINEER under any other federal or state law in effect at the time relating to bankruptcy or insolvency.
 - c. If ENGINEER makes a general assignment for the benefit of creditors;
 - d. If a trustee, receiver, custodian or agent of ENGINEER is appointed under applicable law or under contract, whose appointment or authority to take charge of property of ENGINEER is for the purpose of enforcing a Lien against such property or for the purpose of general administration of such property for the benefit of ENGINEER's creditors;
 - e. If ENGINEER admits in writing an inability to pay its debts generally as they become due;
9. Upon termination, the ENGINEER shall deliver to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. In such case, ENGINEER shall be paid for all services and any expense sustained, less all costs incurred by the VILLAGE to have the services performed which were to have been performed by the ENGINEER.
10. The ENGINEER is qualified technically and is conversant with the laws and regulations applicable to the PROJECT and sufficient, properly trained, and experienced personnel will be retained to perform the services enumerated herein.
11. The ENGINEER shall maintain its records relating to the performance of the Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 et seq.) and the Freedom of Information Act (5 ILCS 140/1 et seq.) until written approval for the disposal of such records is obtained from the Local Records Commission. All books and records required to be maintained by the ENGINEER shall be available for review and audit by the Village. The ENGINEER shall cooperate with the Village (a) with any request for public records made pursuant to the Freedom of Information Act (5 ILCS 140/1 et seq.), (b) with any request for public records made pursuant to any audit, and (c) by providing full access to and copying of all relevant books and records within a time period which allows the Village to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 et seq.).

12. The ENGINEER warrants that he has not employed or retained any company or person, other than an employee working solely for the ENGINEER, to secure this AGREEMENT; and he has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warranty, the VILLAGE shall have the right to annul this AGREEMENT without liability, or, in its discretion, to deduct from the AGREEMENT price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.
13. The ENGINEER, during the period commencing upon the execution of this AGREEMENT and concluding one year following the completion of the PROJECT, shall not accept employment from any developer developing land within the VILLAGE or any contractor, subcontractor or material supplier performing work or supplying material to the VILLAGE without the express written consent of the VILLAGE.
14. This AGREEMENT shall be deemed to be exclusive between the VILLAGE and the ENGINEER. This AGREEMENT shall not be assigned by the ENGINEER without first obtaining permission in writing from the VILLAGE.
15. All books, papers, notes, records, lists, data, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, magnetic media, electronic files, printouts, backups, and computer databases created or modified by the ENGINEER relating in any manner to the work performed by the ENGINEER or by anyone else and used by the ENGINEER in performance of this services under this AGREEMENT (the "Work") shall be a "work made for hire" as defined by the laws of the United States regarding copyrights.
16. The ENGINEER hereby assigns to the VILLAGE and its successors and assigns all of its right, title, interest and ownership in the Work, including but not limited to copyrights, trademarks, patents, and trade secret rights and the rights to secure any renewals, reissues, and extensions thereof. ENGINEER grants permission to the VILLAGE to register the copyright and other rights in the Work in the VILLAGE's name. ENGINEER shall give the VILLAGE or any other person designated by the VILLAGE all assistance reasonably necessary to perfect its rights under this AGREEMENT and to sign such applications, documents, assignment forms and other papers as the VILLAGE requests from time to time to further confirm this assignment. ENGINEER further grants to the VILLAGE full, complete and exclusive ownership of the Work. ENGINEER shall not use the Work for the benefit of anyone other than the VILLAGE, without the VILLAGE's prior written permission. Upon completion of the Work or other termination of this AGREEMENT the ENGINEER shall deliver to the VILLAGE all copies of any and all materials relating or pertaining to this AGREEMENT.
17. The drawings, specifications, reports, and any other PROJECT documents prepared by ENGINEER in connection with any or all of the services furnished hereunder shall be delivered to the VILLAGE for the use of the VILLAGE. The ENGINEER shall have the right to retain originals of all PROJECT documents and drawings for its files. Furthermore, it is understood and agreed that the PROJECT documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the PROJECT, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this PROJECT. The VILLAGE may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the PROJECT. Any reuse of PROJECT documents, without the express written consent of the ENGINEER, shall be at VILLAGE's sole risk, and the VILLAGE shall indemnify and hold harmless the ENGINEER from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom. When and if record drawings are to be provided by the ENGINEER, the information used in the preparation of record drawings is provided by others and ENGINEER is not responsible for accuracy, completeness, nor sufficiency of such information. The level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for PROJECT construction. If additional detail is requested by the VILLAGE to be included on the record drawings, then the ENGINEER will be due additional compensation for additional services. The ENGINEER shall have the right to include representations of the design of the PROJECT, including photographs of the exterior and interior, among the ENGINEER's promotional and professional materials. The ENGINEER's materials shall not include the VILLAGE's confidential and proprietary information.
18. The ENGINEER will not at any time, either directly or indirectly, disclose, use or communicate or attempt to disclose, use or communicate to any person, firm, or corporation any confidential information or any other information concerning the business, services, finances or operations of the VILLAGE except as expressly authorized by the VILLAGE. ENGINEER shall treat such information at all times as confidential. ENGINEER

acknowledges that each of the following can contain confidential information of the VILLAGE and that the disclosure of any of the following by the ENGINEER without the VILLAGE's express authorization would be harmful and damaging to the VILLAGE's interests:

- a. Compilations of resident names and addresses, resident lists, resident payment histories, resident information reports, any other resident information, computer programs, computer software, printouts, backups, computer disks and diskettes, and computer databases and which are not otherwise known to the public.
- b. All information relating to the Engineering Services being performed by ENGINEER under this AGREEMENT, regardless of its type or form and which are not otherwise known to the public.
- c. Ideas, concepts, designs and plans which are specifically involved with the Engineering Services being performed by ENGINEER under this AGREEMENT which are created, designed, enhanced by the ENGINEER and which are not otherwise known to the public.
- d. Financial information and police records.

This itemization of confidential information is not exclusive; there may be other information that is included within this covenant of confidentiality. This information is confidential whether or not it is expressed on paper, disk, diskette, magnetic media, optical media, monitor, screen, or any other medium or form of expression. The phrase "directly or indirectly" includes, but is not limited to, acting through ENGINEER's wife, children, parents, brothers, sisters, or any other relatives, friends, partners, trustees, agents or associates.

19. All books, papers, records, lists, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, printouts, backups, and computer databases relating in any manner to the VILLAGE's business, services, programs, software or residents, whether prepared by ENGINEER or anyone else, are the exclusive property of the VILLAGE. In addition, all papers, notes, data, reference material, documentation, programs, diskettes (demonstration or otherwise), magnetic media, optical media, printouts, backups, and all other media and forms of expression that in any way include, incorporate or reflect any confidential information of the VILLAGE (as defined above) are the exclusive property of the VILLAGE. ENGINEER shall immediately return said items to the VILLAGE upon termination of ENGINEER's engagement or earlier at the VILLAGE's request at any time.
20. The ENGINEER's opinions of probable PROJECT construction cost provided for herein are to be made on the basis of the ENGINEER's experience and qualifications and represent the ENGINEER's judgment as a design professional familiar with the construction industry, but the ENGINEER does not guarantee that proposal, bids or the construction cost will not vary from opinions of probable construction cost prepared by the ENGINEER.
21. The VILLAGE, for and in consideration of the rendering of the engineering services enumerated herein shall pay to the ENGINEER for rendering such services the fee hereinbefore established in the following manner:
 - a. Upon receipt of monthly statements from the ENGINEER and the approval thereof by the VILLAGE, payments for the work performed shall be due and payable to the ENGINEER within 30 days after approval by the VILLAGE.
 - b. Payments shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).
22. This AGREEMENT may be terminated by the ENGINEER by resignation from the office of Village Engineer, upon thirty (30) days' written notice to the VILLAGE should the VILLAGE fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the ENGINEER. Upon such termination, the ENGINEER shall make available to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. The ENGINEER shall be paid promptly for all services provided to the date of termination.
23. The ENGINEER is an independent contractor in the performance of this AGREEMENT, and it is understood that the parties have not entered into any joint venture or partnership with the other. The ENGINEER shall not be considered to be the agent of the VILLAGE. Nothing contained in this AGREEMENT shall create a

contractual relationship with a cause of action in favor of a third party against either the VILLAGE or ENGINEER.

24. Written notices between the VILLAGE and the ENGINEER shall be deemed sufficiently given after being placed in the United States mail, registered or certified, postage pre-paid, addressed to the appropriate party as follows:
 - a. If to the VILLAGE:
VILLAGE OF MAYWOOD
40 Madison Street
Maywood, Illinois 60153
Attn: Ms. Chasity Wells-Armstrong, Village Manager
 - b. If to the ENGINEER:
EDWIN HANCOCK ENGINEERING COMPANY.
9933 Roosevelt Road
Westchester, Illinois 60154-2780
Attn: Derek Treichel, P.E., President
 - c. Either party may change its mailing address by giving written notice to the other party as provided above. Whenever this AGREEMENT requires one party to give the other notice, such notice shall be given only in the form and to the addresses described in this paragraph.
25. This AGREEMENT represents the entire and integrated contract between the parties and supersedes all prior negotiations, representations or understandings, whether written or oral. This AGREEMENT may only be amended by written instrument executed by authorized signatories of the VILLAGE and the ENGINEER.
26. The terms of this AGREEMENT shall be binding upon and inure to the benefit of the parties and their respective successors.
27. The waiver of one party of any breach of this AGREEMENT or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this AGREEMENT and shall not be construed to be a waiver of any provision, except for the particular instance.
28. If any term, covenant, or condition of this AGREEMENT or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this contract shall not be affected thereby, and each term, covenant or condition of this AGREEMENT shall be valid and shall be enforced to the fullest extent permitted by law.
29. This AGREEMENT shall be construed under and governed by the laws of the State of Illinois, and all actions brought to enforce the dispute resolution provisions of this AGREEMENT shall be so brought in the Circuit Court of Cook County, State of Illinois.

B. CERTIFICATION OF ENGINEER

1. The ENGINEER certifies that the ENGINEER, its shareholders holding more than five percent (5%) of the outstanding shares of the ENGINEER, its officers and directors are:
 - a. not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1;
 - b. not barred from contracting as a result of a violation of either Section 33E-3 (bid rigging) or Section 33E-4 (bid rotating) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4);
 - c. not in default, as defined in 5 ILCS 385/2, on an educational loan, as defined in 5 ILCS 385/1;
 - d. in compliance with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*)
 - e. in compliance with equal employment opportunities and during the performance of the AGREEMENT, the ENGINEER shall:

- (1) Not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- (2) If it hires additional employees in order to perform this AGREEMENT or any portion hereof, it will determine the availability (in accordance with the Illinois Department of Human Rights' Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (3) In all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- (4) Send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the ENGINEER's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the ENGINEER in its efforts to comply with such Act and Rules and Regulations, the ENGINEER will promptly so notify the Illinois Department of Human Rights and the VILLAGE and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- (5) Submit reports as required by the Illinois Department of Human Rights, Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- (6) Permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- (7) Not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. As used in this section, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise.

f. in compliance with 775 ILCS 5/2-105(A)(4) by having in place and enforcing a written sexual harassment policy.

g. in agreement that in the event of non-compliance with the provisions of this certification relating to equal employment opportunity, the Illinois Human Rights Act or the Illinois Department of Human Rights, Rules and Regulations, the ENGINEER may be declared ineligible for future contracts with the VILLAGE, and this AGREEMENT may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

h. in compliance with 30 ILCS 580/1 et seq. (Drug Free Workplace Act) by providing a drug-free workplace by:

- (1) Publishing a statement:

216

16

- (a) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the ENGINEER's workplace.
 - (b) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (c) Notifying the employee that, as a condition of employment on such AGREEMENT, the employee will:
 - (i) abide by the terms of the statement; and
 - (ii) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
 - (2) Establishing a drug-free awareness program to inform employees about:
 - (a) the dangers of drug abuse in the workplace;
 - (b) the ENGINEER's policy of maintaining a drug-free workplace;
 - (c) any available drug counseling, rehabilitation, and employee assistance program; and
 - (d) the penalties that may be imposed upon employees for drug violations.
 - (3) Making it a requirement to give a copy of the statement required by subparagraph B.1.h.(1) to each employee engaged in the performance of the AGREEMENT, and to post the statement in a prominent place in the workplace.
 - (4) Notifying the VILLAGE within ten (10) days after receiving notice under Subparagraph B.1.h.(1)(c) (ii) from any employee or otherwise receiving actual notice of such conviction.
 - (5) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by 30 ILCS 580/5.
 - (6) Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.
 - (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- i. in compliance with the Code of Ordinances of the Village of Maywood, in that no Village of Maywood official, spouse or dependent child of a Village of Maywood official, agent on behalf of any Village of Maywood official or trust in which a Village of Maywood official, the spouse or dependent child of a Village of Maywood official or a beneficiary is a holder of more than five percent (5%) of the ENGINEER.
 - j. in compliance with the Code of Ordinances of the Village of Maywood, in that no officer or employee of the Village of Maywood has solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the ENGINEER.
 - k. The ENGINEER has not given to any officer or employee of the Village any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having

monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer in violation of the Code of Ordinances of the Village of Maywood.

- i. No Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of any interest in the ENGINEER; or, if the ENGINEER's stock is traded on a nationally recognized securities market, that no Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of more than one percent (1%) of the ENGINEER, but if any Village officer, spouse or dependent child of a Village officer, agent on behalf of any Village officer or trust in which a Village officer, the spouse or dependent child of a Village officer or a beneficiary is a holder of less than one percent (1%) of such ENGINEER, the ENGINEER has disclosed to the Village in writing the name(s) of the holder of such interest.
- m. The ENGINEER is in compliance with the Substance Abuse Prevention on Public Works Projects Act (Public Act 95-0635), the Contractor is a party to a collective bargaining agreement dealing with the subject matter of the Substance Abuse Prevention on Public Works Projects Act or has in place and is enforcing a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act.
- n. The ENGINEER shall not refuse or deny any person employment in any capacity on the ground of unlawful discrimination, as that term is defined in the Illinois Human Rights Act, nor subject any person to unlawful discrimination in any manner, in connection with the contracting for or the performance of any work or service of any kind, by, for, on behalf of, or for the benefit of the Village. The ENGINEER, subcontractor, nor any person on his or her behalf shall not, in any manner, discriminate against or intimidate any employee hired for the performance of work for the benefit of the Village on account of race, color, creed, sex, religion, physical or mental handicap unrelated to ability, or national origin; and there may be deducted from the amount payable to the contractor by the Village, under this contract, a penalty of five dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of this section.
- o. Neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person and that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person.

ATTACHMENT C

Design Engineering Fee

Preliminary Engineering	\$2,500.00
Topographic Survey	\$15,000.00
CADD Drafting	\$9,000.00
Utility Coordination	\$1,500.00
Plans	\$26,000.00
Specifications	\$10,000.00
MWRD Permitting	\$2,000.00
IEPA Permitting	\$8,500.00
Bid Engineering	\$2,000.00
Project Administration	\$12,500.00
Total Design Engineering Fee	\$89,000.00

Construction Engineering Fee

Pre-Construction Activities	\$4,000.00
Resident Notification	\$1,000.00
Construction Layout	\$9,500.00
Construction Observation	\$56,000.00
Documentation	\$10,000.00
Project Close-Out	\$5,000.00
Project Administration	\$12,500.00
Total Construction Engineering Fee	\$98,000.00

Estimated Sub-Consultant Fees

QA Materials Testing \$ 2,500.00**

**** These sub-consultant fees are not included in the upper limit of this Agreement.**