

City of Berwyn
City Council Meeting

February 14, 2012

BERWYN CITY COUNCIL MEETING
FEBRUARY 14, 2012

DEAR ATTENDEE.....THE MAYOR AND CITY COUNCIL WELCOME YOU. PLEASE KEEP IN MIND THAT THIS IS A MEETING OF THE MAYOR AND COUNCIL MEMBERS AS OPPOSED TO A PUBLIC HEARING WHERE ATTENDEES ARE ENCOURAGED TO PARTICIPATE. UNLESS INVITED BY THE MAYOR TO SPEAK, YOU ARE REQUESTED NOT TO INTERRUPT. IF YOU ARE RECOGNIZED BY THE MAYOR, PLEASE PREFACE YOUR REMARKS BY STATING YOUR NAME AND ADDRESS FOR THE RECORD. THANK YOU.

ROBERT J. LOVERO
MAYOR

THOMAS J. PAVLIK
CITY CLERK

AGENDA

ROLL CALL

- (A) PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE
- (B) OPEN FORUM - (TOPIC MUST NOT BE ON THE AGENDA)
- (C) PRESENTATION OF PREVIOUS MEETINGS MINUTES FOR APPROVAL
 - 1. REGULAR MEETING 1/24/12-COW-1/24/12
- (D) BID OPENING-TABULATIONS
- (E) BERWYN DEVELOPMENT CORP.-BERWYN TOWNSHIP/HEALTH DISTRICT
 - 1. 2012 INTEGRATED CITY MARKING PROGRAM
 - 2. TIF APPLICATION-WING BOSS, 6625 ROOSEVELT RD.
- (F) REPORTS AND COMMUNICATIONS FROM THE MAYOR
 - 1. RESOLUTION-SERGEANT CARL S. HOLLINGSWORTH, III
 - 2. PROCLAMATION-EAGLE SCOUT ZACHARY KERBY
 - 3. REGIONAL WATER RATE TASK FORCE
 - 4. IMPA BERWYN CHAPTER LOCAL #1
- (G) REPORTS AND COMMUNICATIONS FROM THE CITY CLERK
 - 1. UPDATING & CODIFICATION OF ORDINANCES
- (H) COMMUNICATIONS FROM (ZONING) BOARD OF APPEALS
- (I) REPORTS AND COMMUNICATIONS FROM ALDERMEN, COMMITTEES OTHER BOARDS AND COMMISSIONS
 - 1. BUILDING/ZONING/PLANNING COMMISSION-CHAIR LAURETO-ITEM # 16 DATED 9/13/11-CHICAGO ASSOC. OF REALTORS, WEST TOWN CHAPTER
 - 2. ALDERMAN SANTOY-RESOLUTION FOR BUNGALOW APPRECIATION WEEK
 - 3. ALDERMAN SANTOY-ALIVIO MEDICAL CENTER -6447 CERMAK RD, BERWYN.IL

(J) STAFF REPORTS

1. POLICE CHIEF-PROMOTION OF MARTIN HASLER TO DIVISION COMMANDER
2. POLICE CHIEF-REQUEST FOR ONE PROMOTION TO SERGEANT-GUY PAPA
3. FIRE CHIEF- RETIREMENT ENGINEER GARY POCIC AND REPLACEMENT OF ENGINEER POSITION AND PROBATIONARY FIREFIGHTER/PARAMEDIC.
4. FIRE CHIEF-PROBATIONARY FIREFIGHTER APPOINTMENT-ROBERT GARY BIZIAREK
5. FIRE CHIEF-LT. THOMAS HAYES, PROMOTION TO POSITION OF DEPUTY CHIEF
6. FIRE CHIEF-BID REQUEST-REPAIR AND CLEAN/OR REPLACE & INSULATE, DUCT WORK AT STATION 1
7. FIRE CHIEF-UPDATE OF BERWYN FIRE DEPARTMENT RULES AND REGULATIONS
8. FIRE CHIEF- HONORABLE MENTION-ENGINEER FELIX GRECO
9. TRAFFIC ENGINEER-ADOPTION OF THE SCHOOL DISTRICT 100 TRAVEL PLAN
10. TRAFFIC ENGINEER-AWARD OF TRAFFIC CONTROL AND BIKE ROUTE SIGNAGE CONTRACT.
11. TRAFFIC ENGINEER-PAY BOX ON WINDSOR AVE. BETWEEN GROVE AND OAK PARK
12. PROJECT OPERATIONS MANAGER- 2012 SEASONAL PLANTING AND UPKEEP REQUEST
13. CITY ATTORNEY-ORD. AMENDING CHAPTER 801.16-FEE FOR BAIL BOND ADM
14. CITY ATTORNEY-ORD. AMENDING CHAPTER 1060-ADDING 1060.05 E-PENALTY FOR LATE PAYMENT
15. PUBLIC WORKS DIR.-PROPOSALS FOR 2012 ANNUAL LANDSCAPE MAINTENANCE

(K) CONSENT AGENDA: ALL ITEMS ON THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED IN ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCIL MEMBER SO REQUESTS. IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED AS THE FIRST ITEM AFTER APPROVAL OF THE CONSENT AGENDA

1. BUDGET CHAIR-PAYROLL-2/1/12-\$1,652,972.89
2. BUDGET CHAIR-PAYABLES-2/14/12-\$1,239,455.13
3. MAYOR-CONCLUSION OF LIQUOR HEARING PROCEEDINGS
4. BOYAJIAN-HANDICAP SIGN-D. CAMPBELL-3820 HIGHLAND AVE. **DENY**
5. BOYAJIAN-HANDICAP SIGN-K. MLADIC-3142 LOMBARD AVE **APPROVED**
6. BUILDING & LOCAL IMPROVEMENT PERMITS-JANUARY, 2012
7. COLLECTIONS AND LICENSING PERMITS-JANUARY, 2012
8. COMBINED VETERANS OF BERWYN-2012 ANNUAL EVENTS
9. ST. ODILO-ANNUAL SYMPHONY CONCERT-2/19/12
10. ST. ODILO-ST. JOSEPH'S DAY PROCESSION-3/17/12

ITEMS SUBMITTED ON TIME 35


THOMAS J. PAVLIK - CITY CLERK

In accordance with the provisions of the Americans with disabilities Act, any individual who is in the need of a reasonable accommodation in order to participate in or benefit from attendance at a public meeting of the City of Berwyn should contact Thomas J. Pavlik, City Clerk at 708/788-2660 as soon as possible before the meeting date.



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- A Pledge of Allegiance-Moment of Silence**
 - B. Open Forum**
(Topic Must Not Be on The Agenda)



**C. Presentation of Previous
Meeting Minutes for Approval**

ROBERT J. LOVERO
MAYOR

THOMAS J. PAVLIK
CITY CLERK

MINUTES BERWYN
CITY COUNCIL
JANUARY 24, 2012

- 
1. The regular meeting of the Berwyn City Council was called to order by Mayor Lovero at 8:00 p.m. Upon the call of the roll, the following responded present: Chapman, Boyajlan, Paul, Skryd, Polashek, Avila and Laureto. Absent: Santoy. Avila made a motion, seconded by Polashek, to excuse Alderman Santoy. The motion carried by a voice vote.
 2. The Pledge of Allegiance was recited and a moment of silence was had for the deceased Evelyn L. Rysz, retired in 2006 after more than 40 years of service to the City of Berwyn, often fondly referred to as the "Queen of Berwyn." For the Men and Women on the streets of Berwyn protecting our safety, along with the Men and Women in the Armed Forces.

Note: Santoy present at 8:02
 3. The Open Forum portion of the meeting was announced. Alderman Avila reminded everyone to attend the Veterans Job Fair to be held at the 16th Street VFW, hosted by State Representative Liza Hernandez on Saturday, January 28, 2012, from 10 am-2 pm. Alderman Polashek announced the Sokal Tabor Pig Roast Saturday, January 28, 2012, at 6:00 pm. The Mayor spoke regarding the Chicago water rate increase and stated WCMC is asking for roll back for the years 2012, 2013 and 2014 from the City of Chicago. The City of Chicago has not cooperated.
 4. The minutes of the Berwyn City Council Meeting and the Committee of the Whole held on January 10, 2012 were submitted. Thereafter, Skryd made a motion, seconded by Boyajlan, to concur and approve as submitted. The motion carried by a voice vote.
 5. Avila made a motion, seconded by Chapman, to suspend the rules and bring forward items I-2. The motion carried by a voice vote. Item I-2 is a communication from Alderman Avila regarding Recognition of Leland Rodriguez, 5 year old, who raised funds for the Combined Veterans of Berwyn. Thereafter, Avila made a motion, seconded by

**BERWYN CITY COUNCIL MINUTES
JANUARY 24, 2012**

Skryd, to accept as informational, with special thanks for his hard work. The motion carried by a voice vote.

6. Chapman made a motion, seconded by Skryd, to suspend the rules and bring forward Item F-1, J-1 and J-2. The motion carried by a voice vote. Item F-1 is a Proclamation from the Mayor regarding Retirement of Assistant Chief Richard Swade, 26 plus years with the Berwyn Fire Department. Thereafter, Avila made a motion, seconded by Laureto, to concur and **adopt** the Proclamation as submitted. The motion carried by a voice vote.
7. Fire Chief O'Halloran submitted a communication regarding Deputy Chief Sam Molinaro, promotion to Assistant Fire Chief. Thereafter, Boyajian made a motion, seconded by Skryd, to concur and approve as submitted. The motion carried by a voice vote. Thereafter, Clerk Pavlik administered the Oath of Office.
8. Fire Chief O'Halloran submitted a communication regarding Honorable Mention for BFD members Lt. Ray Fron, Lt. John Diebold, Eng. Gray Pocic, Eng. James Fransworth, Firefighters Fred Bazaldua, Mike Laureto, Marc Woltzen, Dan Ploskonka, and the remaining members of the Black shift 3rd Platoon for actions at a Fire at 3642 S. Wesley Ave. Thereafter, Avila made a motion, seconded by Laureto, to concur and accept as Informational. The motion carried by a voice vote.
9. The Berwyn Development Corporation-Requesting Approval for their 2012 Annual Events. Thereafter, Chapman made a motion, seconded by Boyajian, to concur and approve as submitted. The motion carried by a voice vote.
10. The Berwyn Development Corporation submitted a communication regarding J.D. Byrider RDA for Anderson Ford and an Ordinance entitled:

AN ORDINANCE AUTHORIZING THE CONVEYANCE OF CERTAIN REAL PROPERTY LOCATED WITHIN THE CITY OF BERWYN, ILLINOIS AND AUTHORIZING AND APPROVING A CERTAIN AGREEMENT WITH HAROLD ZEIGLER AUTO GROUP, INC. FOR THE CITY OF BERWYN, STATE OF ILLINOIS.

**BERWYN CITY COUNCIL MINUTES
JANUARY 24, 2012**

The Mayor recognized Anthony Griffin of the Berwyn Development Corporation, who reviewed same. Thereafter, Skryd made a motion, seconded by Boyajian, to concur and **adopt** the Ordinance as presented and authorizes the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.

11. The Mayor submitted a communication regarding an IGA with School District 98 for use of the Berwyn Cultural Center. Thereafter, Avila made a motion, seconded by Skryd, to concur, approve as submitted and authorizes the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.
12. The City Clerk submitted a communication regarding Approval of Closed Committee of the Whole minutes of November 8, 2011, November 22, 2011 and December 13, 2011, as reviewed in Closed Session on January 10, 2012. Thereafter, Polashek made a motion, seconded by Chapman, to concur and approve as submitted. The motion carried by a voice vote.
13. The City Clerk submitted a communication regarding Ward Redistricting Ad Hoc Committee Recommendation. Thereafter, Santoy made a motion, seconded by Avila, to concur with the committee's recommendation that no action is required. The motion carried by a voice vote.
14. The Building/Zoning/Planning Commission Chairman submitted a communication regarding a Building/Zoning/Planning meeting held on January 18, 2012 regarding Animal Ordinance, referred item #12, dated November 8, 2011, with recommendation to deny request and remove from committee. Thereafter, Laureto made a motion, seconded by Santoy, to accept as Informational. The motion carried by a voice vote.
15. The City Attorney submitted a communication regarding Ordinance establishing Regulations for Seasonal Decorations and an Ordinance entitled:

**AN ORDINANCE AMENDING AND ADDING CHAPTER 691 TO THE
CODIFIED ORDINANCES OF THE CITY OF BERWYN TO
REGULATE SEASONAL DECORATIONS**

BERWYN CITY COUNCIL MINUTES
JANUARY 24, 2012

Thereafter, Laureto made a motion, seconded by Avila, to concur and **adopt** the Ordinance as presented and authorizes the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.

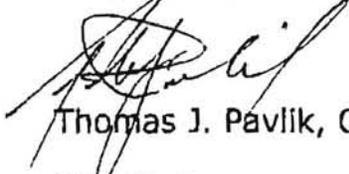
16. The Project Operations Manager, Evan Summers, submitted a communication regarding Property Use Agreement for Cermak Planters with Berwyn Main Street. Thereafter, Skryd made a motion, seconded by Santoy, to concur, approve as submitted and authorizes the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.
17. The Library Director submitted a communication regarding Replacement of a part-time Page position. Thereafter, Chapman made a motion, seconded by Boyajian, to concur and approve as submitted. The motion carried by a unanimous roll call vote.
18. The Library Director submitted a communication regarding Purchase of Mag/Boxes for periodical storage. Thereafter, Chapman made a motion, seconded by Avila, to concur and approve as submitted. The motion carried by a unanimous roll call vote.
19. The Public Works Director submitted a communication regarding approval of Pay Estimate #5 and Change Order #1 for the Chicago Master Meter Vault Rehabilitation. Thereafter, Boyajian made a motion, seconded by Chapman, to concur and approve for payment. The motion carried by a unanimous roll call vote.
20. The Consent agenda Items K-1 thru K6-were submitted:
 - K-1 Budget Chair-Payroll-1/18/12-\$1,068,869.98
 - K-2 Budget Chair-Payroll-1/24/12-\$1,527,514.45
 - K-3 Collections and Licensing Permits-December, 2011
 - K-4 Clerk-Handicap Sign R-B. Gugora-3737 Clarence, Ave., **APPROVE**
 - K-5 Laureto-Handicap Sign-M. Dudek-1408 Home Ave., **APPROVE**
 - K-6 Clerk-Handicap Sign -J. Talerico-1920 Oak Park Ave., **APPROVE**

Thereafter, Avila made a motion, seconded by Skryd, to concur and approved by Omnibus Vote Designation. The motion carried by voice vote.

BERWYN CITY COUNCIL MINUTES
JANUARY 24, 2012

21. Alderman Laureto called a Building/Zoning/Planning Committee meeting for Monday, February 6, 2012 at 5:30 p.m., with Building Director Lazzara invited to attend.
22. Alderman Skryd called a Administration Committee meeting for Wednesday, February 15, 2012 at 5:30 p.m.
23. There being no further business to come before the meeting, same was after a motion by Laureto, seconded by Avila, to adjourn at the hour of 8:35 p.m. The motion carried by a voice vote.

Respectfully submitted,



Thomas J. Pavlik, CMC

City Clerk

**MINUTES
BERWYN CITY COUNCIL
COMMITTEE OF THE WHOLE
JANUARY 24, 2012**

1. Mayor Lovero called the Committee of the Whole to order at 6:10 p.m., upon the call of the roll, the following responded present. Chapman, Boyajian, Paul, Polashek, Avila, Laureto. Absent: Skryd and Santoy.
2. Alderman Avila made a motion, seconded by Alderman Boyajian, to excuse Alderman Skryd and Alderman Santoy. The motion carried.
3. The 2012 Integrating Marketing Campaign.

The Mayor recognized Amy Crowther and Anthony Griffin of the Berwyn Development Corporation, who presented a BDC report comparing the 2011, to the proposed 2012 Integrating Marketing Campaign.

Note: Alderman Skryd present at 6:12 p.m.

The report outlined the 2011 activities. Griffin reviewed the projected 2012 budget and activities for the Integrating Marketing Campaign. The BDC is submitting a budget of 85,000, which is a reduction of 15% over the 2011 budgeted amount. Griffin noted that this has already been submitted to the City in the 2012 proposed budget from BDC. Griffin is asking council for approval to move forward with the 2012 plans, which will be fully presented to the City Council in June, before going forward with the 2012 campaign live. Griffin also supplied the council with a 2011 annual report that was presented at the BDC annual meeting.

4. Municipal Aggregation Presentation.

The Mayor recognized Brian Pabst, City Administrator and Evan Summers, Project Operations Manager, who gave a power point presentation. Pabst noted that this is regarding energy prices for all Berwyn residents, as a result of energy deregulation, which allows various suppliers to compete to sell energy. Aggregation allows for the City to pool its residents together in the hope of buying energy at lower rate than Com Ed. Noting that the customers receive two charges on their bill, energy supply and electricity transmission. Competing energy suppliers offer different energy rates, ComEd will still supply the transmission service. Evans Summers review the Municipal Aggregation Process, which includes:

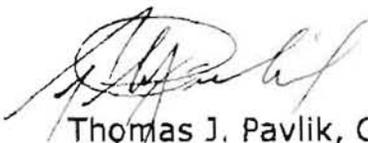
COMMITTEE OF THE WHOLE
JANUARY 24, 2012

1. Municipality Holds Referendum
2. Develop Aggregation Plan
3. Go Out to Bid
4. Hold Public Meetings
5. Notify Citizens
6. Explain How to Opt-Out of the Process
7. Migrate City to New Supplier

Summers went on to review the pros and cons of Aggregation, with a recommendation to wait and see, at this time. Noting, individual residents can opt-in, as individuals on their own, at this time. The Mayor suggested an informational flyer be sent to the residents informing them of the process of Municipal Aggregation and directing citizens to the Illinois Commerce Commission Official Electric Choice web site <http://www.pluginillinois.org/>. Discussion ensued. Thereafter, the Mayor asked for a consensus on proceeding with Aggregation or going with staff recommendation to wait on at this time and send out an informational letter to the residents. Alderman 7-0 in favor of waiting and sending an informational letter to the residents.

5. Clerk Pavlik noted that the attachment for K-2 Payables, was not included in their packets, but a copy has been placed before them and has also been updated on the city website.
6. There being no further business to come before the Open Committee of the Whole Meeting, the Mayor asked for a motion to go into Closed Session for Real Estate and Land Acquisition. Thereafter, Skryd made a motion, seconded Boyajian, to close the Committee of the Whole at 6:40 p.m. The motion carried by a voice vote.
7. A motion was made in Closed Session by Skryd, seconded by Boyajian, to re-open the Committee of the Whole at 7:20 p.m. The motion carried by a voice vote.
8. A motion by Avila, seconded by Chapman, to adjourned the Committee of the Whole at 7:20 p.m. Motion carried by a voice vote.

Respectfully submitted,



Thomas J. Pavlik, CMC
City Clerk



D. Bid Openings Tabulations



**E. Berwyn Development Corp. –
Berwyn Township/Health District**



E-1

February 10, 2012

**Mayor Robert J. Lovero
Members of the Berwyn City Council
Berwyn City Hall
6700 West 26th Street
Berwyn, IL 60402**

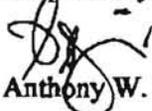
Re: 2012 Integrated City Marketing Program

Dear Mayor and City Council,

As discussed at the January 24, 2012 Committee of the Whole, the BDC is seeking consideration of the 2012 Integrated City Marketing Program. The program is funded by the TIF districts and a budgeted marketing cost within the respective TIF budgets. Attached is the 2012 integrated marketing campaign program budget. The budget is a 20% reduction from the 2011 budget.

Same as the previous program years, the BDC will oversee the logistical coordination of all activities relating to this program and would operate with a budget cap set at a maximum amount (\$80,000). Our recommendation at this time is to approve the 2012 Integrated City Marketing Campaign with a budget of \$80,000. This approval will allow the City to lock in prime real estate locations and begin the design services. As we discussed at the last meeting and with the reduced budget, the messaging and design will be very similar to the 2011 campaign (image of rising sun with Berwyn name) which allows us to use maximum funds on marketing media of billboards, print, radio, and web.

Respectfully submitted for you consideration,


Anthony W. Griffin



February 14, 2012

**Mayor Robert J Lovero
Members of the Berwyn City Council
Berwyn City Hall
6700 West 26th Street
Berwyn, IL 60402**

Re: TIF application – Wing Boss, 6625 W. Roosevelt Rd.

Dear Mayor and City Council,

Applicant is requesting TIF funds for improvements to open a new restaurant within a vacant space on Roosevelt Road. The TIF scope of work includes demolition and interior renovations including framing, HVAC, plumbing, electrical and carpentry. The applicant submitted a Tier II TIF application. To this extent, the applicant is requesting TIF funds for redevelopment work at this location in order to fill in the needed gap. Total project costs are expected to be \$300,000.

The application meets the procedural requirements of the Berwyn TIF application which was reviewed by BDC staff and then processed for consideration. A 5-year revenue forecast shows that the business would produce \$123,022 in total tax revenue.

The Berwyn Development Corporation's (BDC) Board of Directors and the Harlem/Roosevelt Road TIF committee have both agreed to recommend approval of the below specified TIF monies regarding Wing Boss's TIF eligible project costs.

Based on this information, the City Council is being asked to approve TIF monies to pay only the eligible costs associated with this project up to a maximum of \$81,000. As part of our process, BDC staff will validate work performed and eligibility prior to any payments. Furthermore, the BDC will ensure the applicant will not receive any TIF monies prior to obtaining proper City permits.

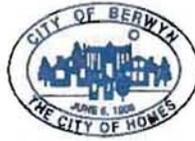
With the consent of City Council, Wing Boss can commence work on their project and contribute to the revitalization efforts taking place on Roosevelt Road.

Respectfully submitted for your consideration,

A handwritten signature in blue ink, appearing to read 'Anthony W. Griffin'.
Anthony W. Griffin



**F. Reports and Communications
From The Mayor**



A Century of Progress with Pride

RESOLUTION

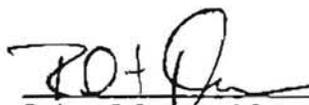
- Whereas, Sergeant Carl S. Hollingsworth, III / A -Gunner, 9th MCD RS Chicago is a member of the United States Marine Corps in the capacity of a "recruiter" of fine men; and
 - Whereas, Sergeant Hollingsworth has provided unlimited assistance of both his personal talents and time and that of the United States Marines; and
 - Whereas, Sergeant Hollingsworth has participated in the annual Veterans Memorial Day Parade in the City of Berwyn, IL, by providing U.S. Marine Vehicles; and
 - Whereas, Sergeant Hollingsworth has participated in the annual "National Night Out" program of the City of Berwyn, IL, a National program recognizing the work of the efforts of Public Safety; and
 - Whereas, Sergeant Hollingsworth has recruited other U.S. Marine Recruiters as co-participants in this program by providing U.S. Marine equipment, supplies, training aides, and physical fitness tests; and
 - Whereas, Sergeant Hollingsworth has participated in the annual "Houby Day Parade" which is held in both the City of Berwyn, IL and the Town of Cicero, IL by supplying a U.S. Marine Vehicle; and
 - Whereas, Sergeant Hollingsworth has further assisted in acquiring a full U.S. Marine Color Guard from the 2nd Battalion, 24th Marines in this parade; and
 - Whereas, Sergeant Hollingsworth has been faithful to his every commitment when asked to assist, provide equipment and supplies; and
 - Therefore, be it known that the members of the Combined Veterans of Berwyn, representatives of the six U.S. Military Veterans Service Organizations, with the assistance of the Mayor and Aldermen of the City of Berwyn and the Executive Director of the Berwyn Development Corporation have nominated Sgt. Carl G. Hollingsworth, III for the United States Military Medal for "Outstanding Volunteer Service", awarded for outstanding and sustained voluntary service to the civilian community;
- And, in recognition of the above assistance and personal commitment that he has made, it is with great pleasure that he be honored by his fellow veterans and countrymen with this award so recognized.

Given under our hands this 14th day of February, 2012.

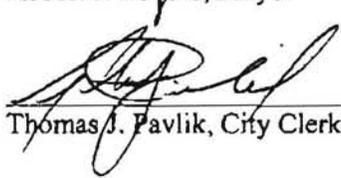
Mayor Robert Lovero
City of Berwyn, IL.

Chairman Frank Amaro
Combined Veterans of Berwyn





 Robert J. Lovero, Mayor



 Thomas J. Pavlik, City Clerk



1-2

A Century of Progress with Pride

PROCLAMATION

WHEREAS, Zachary Kerby started along the path to earning the status of Eagle Scout as a member of Pack 31 as a Wolf and continued on to earn his Arrow of Light before crossing over to Boy Scout Troop 31 in Berwyn; and

WHEREAS, Zachary Kerby comes from a scouting legacy. His grandfather was a scoutmaster in the 1970s, his uncles and cousins have participated as scouts, his Uncle Chuck went on to work with the Wyoming Boy Scout Council, and his cousin Charles is a Scout master in Wyoming with one Eagle Scout of his own and another one coming soon; and

WHEREAS, Zachary Kerby has held a variety of positions within his Boy Scout Troop including Senior Patrol Leader; and

WHEREAS, Zachary Kerby has taken interest in volunteering in other Boy Scout events such as Weekend in Illinois and the Cub Scout Day Camp; and

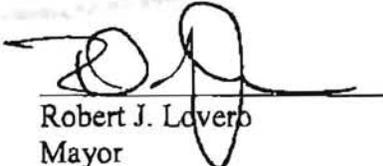
WHEREAS, Zachary Kerby is set to graduate from Morton West High School in June, plans to join the national guard and attend Illinois State in the fall with the aspiration of becoming a teacher; and

WHEREAS, Zachary Kerby has committed to the challenge Scouting offers, and after years of dedication to learning, serving, growing, and expanding his leadership qualities and survival skills, has achieved the highest rank and honor that Scouting can bestow;

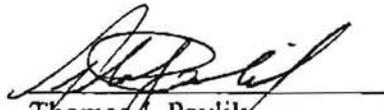
WHEREAS, Zachary Kerby is an excellent example for the youth of our community, representing the fine qualities the Boy Scouts strive to instill in our young men;

NOW, THEREFORE, let it be proclaimed, that Mayor Robert J. Lovero and the City Council of Berwyn congratulate Zachary Kerby on achieving the highest level of Eagle Scout and wish him the best of luck on all his future endeavors.

Entered upon the records of the City of Berwyn this 14th day of February 2012.


Robert J. Lovero
Mayor




Thomas J. Pavlik
City Clerk

The City of Berwyn



Robert J. Lovero
Mayor

F-3

A Century of Progress with Pride

February 14, 2012

Members of the Berwyn City Council

Re: Regional Water Rate Task Force

We continue to take action to combat the water rate increases imposed on the suburban community by Mayor Rahm Emanuel and the City of Chicago. The West Central Municipal Conference (WCMC) has taken a significant leadership role in representing the suburban municipalities through the creation of the Regional Water Rate Task Force.

To date, the Regional Water Rate Task Force has sat down to negotiate with top Chicago officials in the hopes of mitigating what will amount to a 70% increase in the cost of water over the next four years. Chicago's response to the negotiations does not indicate a willingness to cooperate. Therefore, the Task Force is exploring all options to curtail the City of Chicago's efforts to make suburban residents pay for costs that should be incurred by the locality. These remaining options include litigation and legislation.

The efforts of the Regional Water Task Force do not come without costs however. Analysts, lawyers and staff are needed to make this collaborative suburban effort a success. As such, all WCMC communities are being assessed a special per capita fee of \$0.10/resident; Berwyn's assessment will amount to \$5,665.70. It is my opinion that this assessment is both necessary and reasonable given the threat of impending rate hikes.

Recommendation:

I recommend that City Council authorize the payment of a ten cent per capita special assessment in order to fund the efforts of the Regional Water Rate Task Force.

Sincerely,

Robert J. Lovero
Mayor

INVOICE

West Central Municipal Conference
 2000 5th Ave., Bldg N
 River Grove, IL 60171
 (708) 453-9100

INVOICE NUMBER: 0007219-IN

INVOICE DATE: 2/7/2012

City of Berwyn
 Finance Dept
 6700 West 26th Street
 Berwyn, IL 60402

CUSTOMER NO. 0000023

CUSTOMER P.O.:

TERMS: NET 30 DAYS

CONTACT:

SALES CD	DESCRIPTION	QUANTITY	PRICE	AMOUNT
CHGOWATER	Chicago Water Task Force Asses	EACH 1.000	5,665.700	5,665.70

Net Invoice:	5,665.70
Freight:	0.00
Sales Tax:	0.00
Invoice Total:	5,665.70

The City of Berwyn



Robert J. Lovero
Mayor

F-A

A Century of Progress with Pride

February 14, 2011

Members of the City Council

Re: IMPA Berwyn Chapter Local #1

Council Members:

I am presenting for your review the proposed contract with IMPA Berwyn Chapter Local #1. I have included this proposed agreement in your packets for your review.

I am requesting at this time your approval of this agreement. On this approval, please understand that negotiations are still closed and information should remain in your possession only as to avoid any unfair labor practices.

Thank you for your anticipated concurrence in approving the contract.

Respectfully,

Robert J. Lovero
Mayor



**G. Reports and Communication From
The City Clerk**

The City of Berwyn



Thomas J. Pavlik
City Clerk

A Century of Progress with Pride

8700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2860 Fax: (708) 788-2875
www.berwyn-il.gov

February 10, 2012

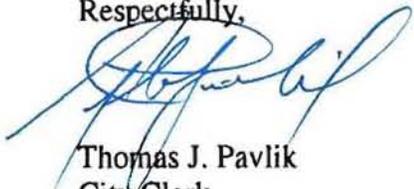
Mayor Lovero and Members
of the Berwyn City Council

Re: Updating and Codification of Ordinances

Ladies and Gentlemen:

Attached is a listing of ordinances numbered 11-04 through 11-63, that have been updated and codified in the past year by American Legal Publishing Corporation. Your concurrence and adoption is requested.

Respectfully,


Thomas J. Pavlik
City Clerk
TJP:ja

ORDINANCE NO _____.

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES; AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH.

WHEREAS, American Legal Publishing Corporation completed its most recent updating of the Codified Ordinances of the City of Berwyn; and

WHEREAS, various ordinances of a general and permanent nature that have been passed by Council since the date of the last updating of the Codified Ordinances (December 31, 2010) have been included in the Codified Ordinances of the City of Berwyn;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BERWYN, ILLINOIS:

SECTION 1. The editing, arrangement and numbering or renumbering of the following ordinances are hereby approved as parts of the various component codes of the Codified Ordinances of the City of Berwyn, so as to conform to the classification and numbering system of the Codified Ordinances:

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
11-04	1-25-2011	1478.01—1478.05, 1478.07— 1478.11, 1478.13, 1478.19
11-06	2-22-2011	801.16
11-08	2-22-2011	484.08A
11-09	2-22-2011	480.08
11-10	3-8-2011	480.05
11-11	3-8-2011	480.07
11-12	3-8-2011	484.03
11-14	3-22-2011	460.10
11-15	3-22-2011	484.08A
11-16	3-22-2011	484.04A
11-17	4-12-2011	804.31
11-19	4-26-2011	1478.02—1478.09, 1478.11, 1478.13, 1478.14
11-21	6-14-2011	484.05
11-25	6-28-2011	427.01—427.04, 427.99
11-33	9-13-2011	484.08A
11-35	9-27-2011	484.04A

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
11-38	11-8-2011	480.07
11-40	11-22-2011	1020.08
11-41	11-22-2011	1048.02
11-42	11-22-2011	242.03
11-43	12-13-2011	1060.05
11-58	12-27-2011	484.03
11-59	12-27-2011	484.09
11-60	12-27-2011	484.07
11-61	12-27-2011	480.03
11-62	12-27-2011	480.09
11-63	12-27-2011	484.10

SECTION 2. Pursuant to State law, three copies of the 2011 S-6, 2011 S-7, 2011 S-8, and 2011 S-9 Supplement Pages for the Codified Ordinances have been filed for a period of thirty days prior to the adoption of this ordinance.

SECTION 3. This ordinance shall be in full force and effect upon its adoption, approval, recording and publication as required by law.

PASSED AND APPROVED this 14th day of February, 2012.

AYES _____

NAYS _____

BY:
Mayor

ATTEST:

City Clerk

Published this 15th day of February, 2012, in the County of Cook, Berwyn, Illinois.

City Clerk



**H. Communications From (Zoning)
Board of Appeals**



**I. Reports and Communications From
Aldermen, Committees other Boards
and Commissions**

The City of Berwyn



Robert J. Lovero
Mayor

A Century of Progress with Pride

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www.berwyn-il.gov

I-1

Nora Laureto
8th Ward Alderman

Date: February 6, 2012

Mayor Robert J. Lovero
And Members of the Berwyn City Council

Ladies and Gentlemen:

A meeting of the Building /Zoning/Planning Commission Hearing was held
On February 6, 2012 at 5:35 p.m.

Those in attendance were Alderman Laureto (Chair), (Members) Aldermen Chapman
Alderman Cesar Santoy was excused.

The matter discussed was referral item# 16 dated September 13, 2011 in regards to:
Communication from the Chicago Association of Realtors, West Town Chapter

It is the recommendation of the committee that will be deferred until the committee receives a
draft of requested form from Bldg. Director Chuck Lazzara. Mr. Lazzara was unable to attend
meeting.

Voting Aye: Laureto / Chapman

Voting Nay: 0

Adjourned: _____

Voting Nay: 0

Adjourned: _____

Nora Laureto

Nora Laureto-Chairman
Cesar Santoy-Member
Nona Chapman-Member

The City of Berwyn



Cesar A. Santoy
5th Ward Alderman

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6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6405 Fax: (708) 788-2675
www.berwyn-il.gov
5thward@berwyn-il.gov

February 9, 2012

Hon. Robert J. Lovero, Mayor
Alderman of the Berwyn City Council
6700 W 26th St.
Berwyn, IL 60402

Re: Bungalow Appreciation Week

Ladies and Gentlemen:

The CITY OF HOMES ORGANIZATION, INC. (CoHo) is a not-for-profit corporation that is dedicated to promoting the preservation, redevelopment, adaptive reuse and continued viability of the historic housing stock in the city of Berwyn, Illinois.

CoHo, encourages the continued viability of Berwyn's historic homes by providing resources and incentives for home owners to preserve, restore and rehabilitate their homes and maintain the city's unique streetscapes and friendly neighborhoods.

I proudly serve on the Board of COHO and it is my honor to request passage of the Resolution establishing Bungalow Appreciation Week in the City of Berwyn

Sincerely,

A handwritten signature in black ink that reads "Cesar Santoy".

Cesar A. Santoy
5th Ward Alderman

Encl: Proposed Resolution

THE CITY OF BERWYN
COOK COUNTY, ILLINOIS

RESOLUTION NO. _____

**A RESOLUTION ESTABLISHING
BUNGALOW APPRECIATION WEEK
IN THE CITY OF BERWYN, COOK COUNTY, ILLINOIS**

Robert J. Lovero, Mayor
Thomas J. Pavlik, City Clerk

Nona N. Chapman
Jeffrey G. Boyajian
Margaret Paul
Michele D. Skryd
Cesar A. Santoy
Theodore J. Polashek
Rafael Avila
Nora Laureto

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING BUNGALOW
APPRECIATION WEEK IN THE CITY OF BERWYN, COOK COUNTY, ILLINOIS

WHEREAS, Chicago style bungalows, generally defined as rectangular shape, 1½ story brick home with a low-pitched roof built between 1910 and 1945, make up approximately 1/3 of the City of Berwyn’s housing units;

WHEREAS, most of the bungalows in the City of Berwyn were built between 1920 and 1930 when the population in the City of Berwyn more than tripled;

WHEREAS, the bungalow has played a significant role in the City of Berwyn’s history;

WHEREAS, the City of Berwyn’s bungalows were honored in a 2007 article in *American Bungalow Magazine* as “Chicagoland’s Greatest Treasure,” mainly because they incorporate “architectural detail and a level of ornamentation seldom seen elsewhere.” The author of this article lives in a Chicago bungalow — in Chicago — but nevertheless stated that the best examples of the “Chicago” bungalow are in Berwyn;

WHEREAS, in 2011, *This Old House Magazine* recognized Berwyn as the best neighborhood for bungalows;

WHEREAS, for over a century, the bungalow has served as a spacious and affordable apartment alternative for generations of Berwyn residents;

WHEREAS, the City of Berwyn’s bungalows provide their owners with many benefits, including sole proprietorship of their own home, a yard, a walkable neighborhood, public

transportation, quality parks and recreation, and convenient access to the Midwest's largest job center;

WHEREAS, it is the City of Berwyn's policy to encourage the continued viability of its bungalows by providing resources and incentives for the City's bungalow owners to restore their homes and maintain the city's unique streetscapes and friendly neighborhoods.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Berwyn, Cook County, Illinois, by and through its Home Rule Powers, as follows:

Section 1: That the above recitals are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2: The Mayor and City Council hereby proclaim the first week in May, beginning in 2012 and continuing each year thereafter, as Bungalow Appreciation Week in the City of Berwyn, and do hereby call upon all citizens, law enforcement agencies, business leaders, hospitals and health care providers, schools, and public and private institutions to promote awareness of the City's bungalows, to support programs and policies to preserve and improve the City's bungalows, and to promote and honor the City's bungalows.

ADOPTED this ____ day of February 2012, pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Chapman				
Boyajian				
Paul				
Skryd				
Santoy				
Polashek				
Avila				
Laureto				
(Mayor Lovero)				
TOTAL				

APPROVED by the Mayor on February __, 2012.

Robert J. Lovero
MAYOR

ATTEST:

Thomas J. Pavlik
CITY CLERK

The City of Berwyn



Cesar A. Santoy
5th Ward Alderman

I-3

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www.berwyn-il.gov
5thward@berwyn-il.gov

February 7, 2012

Hon. Robert J. Lovero, Mayor
Alderman of the Berwyn City Council
6700 W 26th St.
Berwyn, IL 60402

Re: Alivio Medical Center - 6447 W. Cermak Road, Berwyn, IL

Ladies and Gentlemen:

Alivio Medical Center is a bilingual, bicultural organization committed to providing access to quality cost-effective health care to the Latino, community, the uninsured and underinsured, and not to the exclusion of other cultures and races.

As part of this mission, Alivio wishes to purchase the property located at 6447 W. Cermak Road for expansion of their services to our community. This would be a much needed and most welcome addition to the Cermak Road corridor and a valuable health care option for the Citizens of Berwyn.

The new clinic will provide comprehensive primary health care programs and services including: adult and pediatric primary care services; prenatal and obstetrics/gynecology; immunizations; full service pharmacy; women, infants and children (WIC); Chicago Family Case Management; chronic disease management; health education classes; pediatric dental services; and behavioral health services.

The proposed scope of work includes a complete remodel of the existing 13,000 Square Feet commercial use building. Alivio is in the due diligence period of their purchase has completed environmental assessment reports and has obtained approval of construction by the Illinois State Preservation Agency.

I am respectfully requesting council approval for the use of the site at 6447 W. Cermak Road as a medical center within the current zoning classification; acceptance of Alivio's proposed parking plan and a waiver of the retail overlay restrictions.

Sincerely,

Cesar A. Santoy
5th Ward Alderman

Encl:

Cc: Charles Lazarra, Building Department Director



J. Staff Reports



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
James D. Ritz

JL

January 27, 2012

Mayor Robert J. Lovero
Members of the Berwyn City Council
6700 W. 26th Street
Berwyn, IL 60402

RE: Request for Promotion to Division Commander

Ladies and Gentlemen:

Due to the recent retirement of Division Commander Lellani Cappetta I am respectfully requesting your concurrence in the promotion of Sergeant Martin Hasler to the position of Division Commander of Staff Operations for the Berwyn Police Department.

Thank you for your consideration.

Respectfully,

James D. Ritz
Chief of Police

JDR/md



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
James D. Ritz

52

January 27, 2012

Mayor Robert J. Lovero
Members of the Berwyn City Council
6700 W. 26th St.
Berwyn, IL 60402

RE: Request for one promotion to Police Sergeant

Ladies and Gentlemen:

I am respectfully requesting to promote one (1) sergeant candidate from the current City of Berwyn Police Department's Sergeant Eligibility List to fill a vacancy created by the retirement of Division Commander Leilani Cappetta.

This position is currently budgeted for and therefore would not constitute an increase in staffing. Your consideration in this matter is greatly appreciated.

Respectfully submitted,

James D. Ritz
Chief of Police



CITY OF BERWYN POLICE AND FIRE COMMISSION

Carl Reina, Chairman

Rick Toman, Commissioner **6401 WEST 31ST STREET**

Roger Montoro, Commissioner **BERWYN, IL. 60402**

Tony J. Laureto, Secretary



Mayor Robert J. Lovero
Alderman Ralph Avila Chairman of Police and Fire Committee
Police Chief James Ritz
City Clerk Tom Pavlik
City Treasurer Joseph Kroc
Members of the City Council

Date: 2/7/12

RE: Promotion of Police Officer Guy J. Papa

At the request of Chief Jim Ritz, Guy J. Papa as the next candidate on the Sergeant's eligibility list, be promoted to the rank of Sergeant
The members of the Police and Fire Commission pending approval of the Mayor and the City Council therefore appoint Guy J. Papa to the rank of Sergeant in the Berwyn Police Department and are sworn in at the Berwyn Council meeting on 2/14/12 with the effective start date of 2/15/12.

Board of Police and Fire Commissioners

Carl Reina, Chairman

Richard Toman

Roger Montoro

Tony J. Laureto
Secretary BPFC
6401 31st Street Berwyn IL.
60402
tony@laureto.com
708-935-3225



Denis O'Halloran
Fire Chief

Frank Simek
Assistant Fire Chief

J-3

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701
708.788.2660 ext 3281
FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

February 3, 2012

To: Mayor Robert Lovero & Members of City Council

From: Fire Chief Denis O'Halloran

Re: Retirement announcement of Engineer Gary Pocić. Request replacement's for his position as an Engineer, and hiring a Probationary Firefighter /Paramedic to replace the Firefighter being promoted to Engineer.

Honorable Mayor Lovero & Members of City Council:

Engineer Gary Pocić a 29 year veteran of the Berwyn Fire Department, has submitted a letter stating his intention to retire effective March 4, 2012. Engineer Pocić has been a devoted employee who has always given his best to the City of Berwyn and his fellow employees. He has dedicated his career to the safety of the citizens and will be missed by the Department.

I am requesting permission to promote the next qualified, most senior firefighter for the vacancy in the Engineers rank due to his retirement. I am also requesting permission to contact the Berwyn Fire & Police Commission to begin the process of seeking a replacement Probationary Firefighter/Paramedic, created by the pending retirement and promotion.

Both of the positions, Engineer and Probationary Firefighter, have been planned for in the 2012 budget.

Respectfully submitted,

Fire Chief Denis O'Halloran

February 1, 2012

To: Chief Denis O'Halloran

From: Engineer Gary Pocic

Re: Retirement

Chief O'Halloran,

It is with both pleasure and sadness that I announce my retirement after approximately 29 years of service with the City of Berwyn Fire Department. I have had an incredible career here and have enjoyed the Company of all my fellow firefighters. My last day in-service will be March 4, 2012 and I will be retired as of March 5, 2012.

Sincerely,

A handwritten signature in cursive script that reads "Gary Pocic".

Eng. Gary Pocic



JA

Denis O'Halloran
Fire Chief
do'halloran@ci.berwyn.il.us

Sam Molinaro
Assistant Fire Chief
smolinaro@ci.berwyn.il.us

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701
708.788.2660 ext 3281
FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

February 10, 2012

To: Mayor Robert Lovero
Members of City Council

From: Fire Chief Denis O'Halloran

Re: Introduction and swearing in of newly appointed probationary Firefighter/Paramedic Robert Biziarek a replacement for Retired Engineer George Buffo.

Honorable Mayor and members of City Council,

I would like to introduce our newly appointed Firefighter/Paramedic Robert Biziarek and present him for swearing in for the position.

Respectfully submitted,

Denis O'Halloran

Fire Chief.



City of Berwyn Police and Fire Commission

Carl Reina, Chairman

Rick Toman, Commissioner 6401 West 31st Street

Roger Montoro, Commissioner Berwyn, IL. 60402

Tony J. Laureto, Secretary



Mayor Robert J. Lovero
Alderman Ralph Avila Chairman of Police and Fire Committee
Fire Chief Denis O'Halloran
City Clerk Tom Pavlik
City Treasurer Joseph Kroc
Members of the City Council

Date: 2/1/12

RE: Probationary Firefighter Appointment

Robert Gary Biziarek has passed all of the requirements of employment for the City of Berwyn Fire Department.

As approved by the Mayor and the City Council at the request of Fire Chief Denis'Ohalloran, the members of the Police and Fire Commission therefore recommend the appointment of Robert Gary Biziarek to the Berwyn FireDepartment.

The introduction and swearing in at the 2/14/2012 Berwyn Council meeting and the effective start date of 2/23/2012.

Board of Police and Fire Commissioners

Carl Reina, Chairman

Richard Toman

Roger Montoro

Tony J. Laureto

Secretary BPFC

ALaureto@ci.berwyn.il.us

tony@laureto.com

708-935-3225



Denis O'Halloran
Fire Chief
do'halloran@ci.berwyn.il.us

Sam Molinaro
Assistant Fire Chief
smolinaro@ci.berwyn.il.us

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701
708.788.2660 ext 3281
FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

February 9, 2012

To: Mayor Robert Lovero, Members of City Council
From: Fire Chief Denis O'Halloran
Re: Recommendation of Thomas Hayes for the replacement for the position of Deputy Chief

Honorable Mayor and Members of City Council,

As you are aware, there is a vacancy in the rank of Deputy Chief, due to the recent Retirement and promotion from that rank to Assistant Chief. All thirteen (13) Lieutenants were given the opportunity to apply for the vacancy. I am happy to report that eight Lieutenants submitted their resumes and interest in the position.

The process involved the submittal of resumes, independent recommendations by the entire command staff, and an interview with the Mayor and myself. After an extensive review of the command staff recommendations, and interviews, it was determined that Lt. Thomas Hayes was the most qualified candidate for the position.

It is my recommendation, supported by the Command staff of the Fire Department that Lieutenant Thomas Hayes be promoted to the appointed rank of Deputy Chief to fill the opening created by Assistant Chief Sam Molinaro's promotion. This position is for a replacement and has been planned for in the 2012 budget.

Respectfully submitted,

Fire Chief Denis O'Halloran



Denis O'Halloran
Fire Chief

JL

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701

708.788.2660 ext 3281

FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

Frank Simek
Assistant Fire Chief

February 8, 2012

To: Mayor Robert Lovero & Members of City Council

From: Fire Chief Denis O'Halloran

Re: Request to seek bids to repair and clean / or replace & insulate, duct work at Station 1

Honorable Mayor and Members of City Council,

I am requesting permission to seek bids to complete the work described above at our south station, located on Windsor Ave. Our current HVAC system has a condensation problem. During hot summer days the ductwork sweats, water collects in the existing insulation wrapping the ductwork. Once the insulation reaches its saturation point, water drips throughout the station, damaging furniture & walls and creating a mold issue.

Since the station addition was completed in 2007, we have been experiencing trouble with the system and have been trying to repair it. We are now approaching the stage financially; where it doesn't make sense to continue to try "small fixes" to rectify the situation. I have allocated funds in the budget to properly repair the issue.

With help from Wold Architects and Engineering, the firm which assisted us in the construction of the North Fire Station, we believe we have come up with a solution for this issue. Deputy Chief Coniglio and I have prepared and attached a Request for Proposal for this project with this communication for your review. As I previously stated, this expense has been planned for and included in this year's budget under repairs and maintenance line item. Should you have any questions feel free to contact me.

Respectfully submitted,

Denis O'Halloran Fire Chief

SECTION I

REQUEST FOR PROPOSAL

NOTICE TO PROPOSERS: Sealed proposals will be received at the Office of the City Clerk, until the time and date specified below for:

**RECONFIGURATION, INSULATE, REPAIR AND CLEANING OF EXISTING HVAC DUCT SYSTEM
FOR THE SOUTH FIRE STATION LOCATED AT 6434 WINDSOR AVE.**

RFP packets are available on February 15, 2012 at the City Clerk's Office, City Hall located at 6700 W. 26th Street, Berwyn, IL 60402 and at the City of Berwyn website: www.berwyn-il.gov.

ADDRESS PROPOSALS TO: Attention of the City Clerk's Office, City Hall, 6700 W. 26th Street, Berwyn, IL 60402, on or before 12:00 p.m., on March 22, 2012. Proposals shall be sealed and clearly marked on the front **'Proposal for South Fire Station (6434 Windsor Ave.) HVAC Duct System.'** **FAXED PROPOSALS WILL NOT BE ACCEPTED.**

PROPOSALS ARE DUE NO LATER THAN: 12:00 p.m. on March 22, 2012. Proposers shall submit four (4) copies of their proposal. Bids will be opened and read aloud at 8:00 pm during the March 27, 2012 City Council meeting.

The City of Berwyn is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City of Berwyn, or any other means of delivery employed by the bidder. Similarly, the City of Berwyn is not responsible for, and will not open, any bid responses which are received later than the date and time stated.

QUESTIONS: All questions and clarifications regarding this Request for Proposal must be submitted no later than March 19, 2012 by e-mailing the following City Representatives:

Denis O'Halloran
Fire Chief
DO'Halloran@ci.berwyn.il.us
(708) 788-2660 ext 3280

Kris Coniglio
Deputy Chief
KConiglio@ci.berwyn.il.us
(708) 484-1644



5-7

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701
708.788.2660 ext 3281
FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

Denis O'Halloran
Fire Chief
do'halloran@ci.berwyn.il.us

Sam Molinaro
Assistant Fire Chief
smolinaro@ci.berwyn.il.us

February 10, 2012

To: Mayor Lovero and Members of City Council

From: Fire Chief Denis O'Halloran

Re: Update of the Berwyn Fire Department Rules and Regulations

Honorable Mayor Lovero and Members of City Council,

Attached is an updated copy of the Berwyn Fire Department Rules and Regulations which have not been updated since 1996. I would like to thank Mr. Anthony Bertuca of the City Law Department who assisted in this process. It should be noted that if Rules and Regulations are changed they must be negotiated with Local 506 Union per contract language. Previously the Union Executive Board reviewed the proposed changes and both the Board and its Legal Counsel have approved them. The attached Document is the final product put forth today for approval.

It is my recommendation that the updated Rules and Regulations for the Berwyn Fire Department be approved and adopted by Council. Should you have any questions or concerns feel free to contact me.

Respectfully submitted,

Denis O'Halloran

Fire Chief



Denis O'Halloran
Fire Chief
do'halloran@ci.berwyn.il.us

Sam Molinaro
Assistant Fire Chief
smolinaro@ci.berwyn.il.us

BERWYN FIRE DEPARTMENT

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Mayor Robert J. Lovero

RULES AND REGULATIONS OF THE BERWYN FIRE DEPARTMENT CITY OF BERWYN STATE OF ILLINOIS

Approved By City Council: Dated: _____

ADOPTED: _____

REVISED: _____

PUBLISHED: _____

Signature City Clerk _____

City Seal _____

GENERAL RULES

We feel it is necessary that we have certain published standards of conduct so we can operate in an orderly and efficient manner. These rules also are necessary to help us provide for the safety and general welfare of the public who we serve and of every person who is employed by and/or has dealings with the Fire Department.

By setting forth penalties for certain offenses, our goal is to help protect the mutual rights and interests of every employee of the Department. Although all wrongful conduct or activities cannot be listed, we are setting forth some of the most important ones and the penalties we find necessary to apply to them in the event of a violation. *Please understand that this list is not all-inclusive and we reserve the right to add to, delete, or modify these rules as necessary for our business reasons and to perform our obligations to the community.* Be reminded that even off duty activity may result in disciplinary action against an offender, in those situations where there is a nexus with the performance of your job and/or it presents an actual or potential harm to or interference with the image, reputation or business activities of the Department and/or which may tend to result in harm to an employee of this Department, the City of Berwyn, and/or a member of the public that we serve.

SCOPE: The Rules and Regulations contained herein shall apply to all members of the Berwyn Fire Department regardless of rank.

NOTICE:

BOOK OF RULES: Every member of the Fire Department shall be furnished with an electronic copy of the rules and regulations of the Fire Department and of the Board of Fire and Police Commissioners which shall remain the property of the City of Berwyn. Subsequent changes/updates shall be distributed as necessary. At the time of retirement or termination, the book of Rules shall be turned back into the Chief of the Department.

GENERAL ORDERS: All general orders of the Fire Department (including revisions thereto) shall be placed on the memo board located in the Lieutenant's Office and shall be read by all members of the Fire Department. Such general orders shall become part of the rules and regulations of the Fire Department upon posting (unless indicated otherwise on the posting).

Following rules include offenses which would constitute just cause for disciplinary action, including immediate severe disciplinary action such as suspension or termination if deemed warranted for even the first offense:

IGNORANCE OF RULES: Copies of these Rules will be distributed to each employee individually. As such, ignorance of the rules of the Fire Department or Board of Fire and Police Commissioners shall be no excuse for the violation of same.

In matters of general conduct, not within the scope of the Department Rules, members shall be governed by the ordinary rules of good behavior observed by law-abiding citizens. All members of the Department shall at all times be courteous and respectful with their interaction with the public, and all members of the Department and the City of Berwyn.

Rule 1. DUTY TO ATTEND FIRES: It shall be the duty of all officers or members of the Department to attend all fires or alarms at stations to which they are assigned, detained or may be called, unless explicitly excused by a superior officer. In no case, shall fatigue from duty at a previous fire be accepted as an excuse for failure to answer an alarm. They shall exert their greatest energy and best ability to do their full duty under any and all circumstances.

Rule 2. NEGLIGENCE: No member of the Fire Department shall neglect any duty or fail to perform the duties required of members of the Fire Department in the Rules and Regulations contained herein.

Rule 3. CARELESSNESS: No member of the Fire Department shall perform his duties in a careless or negligent manner.

Rule 4. ORDERS: The orders of a superior in rank shall be strictly observed and carried into effect. Members refusing or failing to obey orders shall be charged with insubordination. Direct insubordination is a serious offense. All members of the Fire Department shall be subject to the orders of their superior officers and shall observe and comply with same. To avoid conflict or confusion, when a member or officer is doing duty under orders of a superior and another order of a different nature should be issued, the subordinate under orders shall so inform the superior issuing the subsequent order.

Rule 5. CONDUCT OF OFFICERS: Officers shall always be just, dignified and firm in their relations with subordinates and other members of the Department and be careful to abstain from violent, abusive or improper language in giving orders and directions. They shall see that all rules and orders are strictly carried out and obeyed. They shall promptly report, by well supported charges, any actual, perceived or potential transgression of law, ordinance, rules or orders.

Rule 6. ABSENCE OF SUPERIOR: In case of absence or disability of any officer of the Fire Department, an acting officer next in rank shall take charge in accordance with the collective bargaining agreement.

Rule 7. ABSENT FROM DUTY: No member of the Fire Department shall absent himself from duty except upon special permission from the officer in charge or except in case of sickness for a period longer than 24 hours. Trading of days off shall not be permitted except when authorized by one of the Deputy Chiefs or the Assistant Chief or Chief of the Fire Department in accordance of the Collective Bargaining Agreement.

Rule 8. DRIVING APPARATUS: No member of the Fire Department shall drive any motor vehicle of the Department in a careless, negligent, reckless or malicious manner. In the event of an accident, drivers may be subject to a mandatory blood or urine test for drugs and/or alcohol in accordance with terms of the Collective Bargaining Agreement. The on shift Deputy Chief and Chief of the Department shall be notified immediately of all accidents involving Fire Department vehicles.

Rule 9. EQUIPMENT: Officers and members of the Fire Department shall be required to have the necessary regulation equipment required for fire duty as prescribed by the Chief of the Fire Department. Company officers shall periodically inspect and see that each member has provided

himself with the necessary equipment. Inspection of all firefighter equipment will be conducted generally once a year or as frequent as deemed necessary by the Chief.

Rule 10. UNIFORM: Members of the Fire Department are not required to wear their regulation uniforms to and from work. Members shall be in full regulation uniform when replacing another member. Members shall be in full regulation uniform by start of duty day at 8:00 A.M. until relieved of duty the following day. No other badge, buttons or insignia shall be worn on their uniforms and turnout gear except authorized medals of the Fire Department. All members of the Fire Department shall be neat and clean in their dress and appearance. No excessive jewelry such as loose or dangling jewelry from the ear or other exposed body parts. No excessive facial hair will be allowed if it impedes the SCBA face mask seal

Rule 11. LOANING UNIFORMS: Members of the Fire Department shall not loan their uniforms or any portion thereof. After completion of one (1) year of service, and upon receipt of their first clothing allowance, every member of the Berwyn Fire Department shall own and maintain in good condition, a Class "A" uniform. Uniforms will be inspected according to the Collective Bargaining Agreement or more frequently if deemed appropriate by the Chief. No other badge, buttons or insignia shall be worn on their uniforms and turnout gear except authorized medals of the Fire Department.

Rule 12. FALSE REPORT: No officer or member of the Fire Department shall make a false report regarding other members of the Department or other Department matters.

Rule 13. LOITERING: No member of the Fire Department shall loiter about or frequent the quarters of another Company.

Rule 14. TELEPHONES AND CELL PHONES: Telephones in the company quarters shall be used for no other purpose than emergency calls or fire department business. Personal cell phones, smart phones, i-pods, etc., shall not be used while driving apparatus and phones and other devices shall be turned off or silenced while in a training session or meeting.

Rule 15. TITLES: All members of the Fire Department, when addressing officers, shall use their proper titles at all emergency scenes.

Rule 16. PROMOTION: No officer or member of the Fire Department shall directly or indirectly solicit the support of any person or persons in order to affect his promotion.

Rule 17. REWARDS: No officers or members of the Fire Department shall accept a reward of money or gifts for the performance of duty.

Rule 18. INTERFERENCE OF DISCIPLINE: No member of the Fire Department shall affiliate himself with a clique or group of members of the Department the result of whose activity or purpose is to disturb and interfere with the orderly procedure of the Department business.

Rule 19. PUBLIC CONDUCT: No member of the Fire Department shall conduct himself in a manner whereby a citizen is or could be injured or damage caused to the property of a civilian. All members shall conduct themselves in a professional manner at all times while on and off duty.

Rule 20. FIGHTING: No member of the Fire Department shall engage in any physical altercations, threatening acts or statements against another or verbal disputes on duty or off duty where there is a reasonable nexus to the member's employment with the City.

Rule 21. DISTURBANCES: Except in the line of duty or training, or when a Chief Officer deems necessary, members of the Fire Department shall not be disturbed during hours of sleep, 19:00 to 07:00.

Rule 22. CONDUCT OF MEMBERS: Officers and members of the Fire Department shall not visit or loiter around Department headquarters or company quarters except when on official business, nor shall they appear at headquarters while off-duty except upon permission of a superior officer or when ordered to appear by the Chief of the Fire Department.

Rule 23. RELIGION: No member of the Fire Department shall ridicule, criticize or joke with another member of the Fire Department regarding his religious beliefs. In the event a member needs a reasonable accommodation of a religious belief, he/she should notify an immediate superior officer.

Rule 24. SMOKING: Members of the Fire Department shall not smoke in any public building in the City of Berwyn or within 15 feet of the entrance to any public building.

Rule 25. DRINKING: No member of the Fire Department shall store, possess or drink intoxicating liquor in or about the Fire House. No member of the Fire Department shall report for duty in an intoxicated condition. No member of the Fire Department shall enter, while in uniform, places where intoxicating liquor is sold except on Department business or upon orders of a commanding officer, nor under any circumstances partake of intoxicating liquors while on duty.

Rule 26. GAMBLING: Gambling is strictly prohibited at any fire station.

Rule 27. RESIDENCE: All members of the Fire Department shall notify the Fire Chief and the Secretary of the Fire Department at once of any changes of address, and phone number within forty eight (48) of the change of address. All members of the Fire Department shall live within the boundaries set forth in the CBA, and provisions of City ordinances.

Rule 28. PRIVATE TELEPHONES: Every member of the Fire Department shall have a telephone and the same shall be listed under his name.

Rule 29. OTHER OCCUPATION: With prior approval of the Chief (or designee), members of the Berwyn Fire Department shall be allowed to utilize their off duty time with secondary employment with the exception of carrying a badge from two (2) different municipalities, town, city, village, etc. and otherwise in accordance with remaining considerations for such outside employment. The City of Berwyn Fire Department shall not allow any employee to work in any capacity for a private company providing fire suppression or Emergency Medical services such as those currently provided by the Berwyn Fire Department. Violation of this rule is a serious offense.

Rule 30. RESIGNATION OR RETIREMENT: All members of the Fire Department shall give ten (10) business days' notice in writing to the Fire Chief of the Fire Department of their intention to resign. Any member withdrawing from the Department without authorization from the Fire Chief shall be deemed disqualified to again become a member of the Fire Department of the City of Berwyn.

Rule 31. POLITICAL ACTIVITY: The right of every employee of the Department, uniformed or otherwise, to entertain political opinions and the right of elective franchise shall not be in any way abridged.

Rule 32. TO REMAIN NEAR APPARATUS: At all times, whether at their station or emergency scene, all members of companies shall remain near the apparatus to which they are respectively attached unless they shall be otherwise engaged on some special duty, under proper authority or a special permit is granted by a superior officer. At this time a portable radio will be used.

Rule 33. OCCUPYING BEDS: No member shall be permitted to occupy his bed in quarters between the hours of 07:00 to 19:00 except in case of sickness where previously approved by a superior officer. No sleeping will be allowed on the apparatus floor.

Rule 34. DEPARTMENT INFORMATION: All persons seeking information relative to the business and affairs of the Fire Department shall be referred to the Secretary of the Fire Department.

Rule 35. REPORTING VIOLATIONS: All members of the Fire Department shall report any actual or potential violations of any of these Rules and Regulations to their immediate superior within one (1) hour of the member's knowledge of the incident.

Rule 36. DEBTS: No member of the Department shall neglect to pay, within a reasonable time, a just indebtedness incurred while in the service.

Rule 37. STEALING AT AN INCIDENT: Any member of the Fire Department who steals (takes without express permission of the owner) the property of another at an incident or while on city property, shall be charged with the violation of this rule and, upon conviction, shall be subject to immediate dismissal subject to grievance or appeal rights before the Board of Fire and Police Commissioners.

Rule 38. ADDITIONAL LAWS: In addition to the Rules and Regulations set forth by the Board of Fire and Police Commissioners, all laws of the State of Illinois, ordinances of the City of Berwyn, Federal Statutes and Department rules and regulations, as promulgated by the Fire Chief of the Fire Department pertaining to and affecting members of the Fire Department and the general rules of the Board of Fire and Police Commissioners and all members of the Fire Department, shall be subject thereto.

Rule 39. INTERNET USE: Non work related use of the internet will not be allowed during the normal work day. Social web sites will not be allowed to be used and or updated during the normal hours of the work day or with the use of City equipment or property. Examples of such web sites but not inclusive include Facebook, MySpace, and dating web sites.

Rule 40. CITY EMAIL: At minimum, email shall be checked at the start of the workday and at the end of the work day by each member of the Fire Department when at work. The purpose of this is to keep the department up to date with current situations and happenings within the department. Additionally the City of Berwyn email will not be used for personal gain of any member.

Rule 41. FALSE INFORMATION: Giving or sharing false or misleading information to anyone who has any duty in preparing Department or City records, including employment applications or dishonesty and/or filing or assisting in filing or giving false information in any document which is used or relied on by the Department.

Rule 42. CRIMINAL ACTIONS: Conviction of a crime whether on or off duty may be cause for disciplinary action up to and including. (Note: a record of arrest alone will not be the basis of an employment decision and the surrounding circumstances will be considered before determining whether disciplinary action is appropriate).

Rule 43. RETURNING FROM LEAVES: Failing to timely report at your normal starting time following a leave of absence, vacation or other excused absence, including failure to seek an extension of your leave upon expiration of the approved days off (this will be construed per FMLA).

Rule 44. HARASSMENT: Harassment against any other person (sexual or on the basis of race, color, religion, age, disability, sexual orientation, national origin or other legally protected status) whether such conduct occurs on duty and/or off duty and interferes with the ability of the employee or the Department to carry out its functions and/or which harms the image, reputation or integrity of the Department or City.

Rule 45. ACT OF VIOLENCE: Any criminal act or threat of violence that occurs in a public place and/or against a member of the Department or the public (excluding lawful activities that take place in a private residence or consensual personal relationship in a non-public place). Such acts are considered a serious offense.

Rule 46. SEXUAL ACTIVITY: Sexually offensive, explicit and/or indecent conduct against or involving a member of the Department, an employee or resident of the City or a member of the public which occurs in a public place and/or any place on City property.

Rule 47. UNAPPROVED ABSENCES: Excessive absenteeism, tardiness and/or leaving early, except with management approval per the FMLA or as a form of a disability accommodation which is approved by management.

Rule 48. DAMAGE TO PROPERTY: Failure to promptly report damaged property or equipment assigned to employee for use by the Department.

Rule 49. LOSS OF DRIVING PRIVILEGES: A traffic offense alone is generally not sufficient cause for serious disciplinary action or termination of an employee, except when the employee temporarily loses his/her license and it is requisite of the job to possess a valid license.

Rule 50. CONFLICT OF INTERESTS: Failure to disclose or reveal information that may tend to present an actual or potential conflict of interest to an employee's official duties and/or performance of services on behalf of the City.

Rule 51. OTHER MISCONDUCT: Any other substantial shortcoming which renders continuance of the employment of the employee detrimental to the efficiency of the performance of services by the City and/or which could render the member unfit for continued employment with the Department or which constitutes "just cause" for disciplinary action in accordance with the terms of the collective bargaining agreement.

ACKNOWLEDGEMENT BY MEMBER

By my signature below, I agree and acknowledge that that my acceptance of employment with the Department requires me to maintain the highest standards of ethical and professional conduct while carrying out services for the Department and/or while representing myself as an employee of the Department. I understand and agree that even some off duty activities (except my use of lawful products while off duty) may tend to interfere with or harm the reputation, integrity or business activities of the Department. When this occurs, disciplinary action is appropriate and it could result in disciplinary action or even charges for the possible termination of employment with the Department based on the circumstances involved.

I have received, read and understand the above Rules of the Department. I also understand that this list is not all inclusive. *Finally, I understand that nothing in this list of Rules is intended to create a promise or guarantee of a specific procedure or term of employment to any employee.*

Member Signature



5-2

BERWYN FIRE DEPARTMENT

6700 W. 26th Street • Berwyn, IL 60402-0701
708.788.2660 ext 3281
FAX 708.788.3039 • Emergency 9-1-1



Mayor Robert J. Lovero

Denis O'Halloran
Fire Chief
do'halloran@ci.berwyn.il.us

Sam Molinaro
Assistant Fire Chief
smolinaro@ci.berwyn.il.us

February 9, 2012

To: Mayor Robert Lovero & Members of City Council

From: Fire Chief Denis O'Halloran

Re: Informational Purposes

Honorable Mention for Engineer Felix Greco: Assistance to the City & Fire Department on December 21, 2011 .The day of a 2nd Alarm fire (3642 Wesley Ave).

Honorable Mayor Lovero and Members of City Council,

On December 21, 2012 the Berwyn fire department had a very busy day. It has come to my attention, some actions that were taken by a member of the Berwyn Fire Department that was in the station attending to duties related to the Fire Department's Union while off duty.

On December 21, 2012 at 9:00 am all Berwyn fire units were at the above mentioned extra alarm fire. Deputy Chief Molinaro was placed in charge of the remainder of the City. At 9:00 am an additional fire call was received. Deputy Chief Molinaro, along with the Mutual Aid Companies that were providing coverage for our City, was dispatched to the second fire in the 6900 block of 30th St. Deputy Chief Molinaro responded along with a Broadview Engine and a Forest View engine. He was met by Berwyn Police Officer Stewart, who reported there was definitely a fire in the basement of the home. After investigating the incident, Deputy Chief Molinaro was met outside the home by 4 Broadview firefighters and off Duty Engineer Felix Greco.

It was learned later that Engineer Greco while in the station and hearing of the second fire grabbed his gear and joined Broadview firefighters and assisted them in responding to the call.

"It turns out that the fire was quickly extinguished, the smoke was cleared from the house using positive pressure ventilation, the home wasn't too badly damaged, and most importantly, all civilians and firefighters were unhurt. A good outcome!"

Engineer Felix Greco realized that the Department and Citizens were in need of assistance in this situation. He grabbed his firefighting gear jumped on Broadview's Engine and assisted at the incident.

"Engineer Greco was not asked to respond, he did not ask for compensation for doing so, even though he is entitled to do so. He did this of his own accord; he made this decision in a split second, and had no way of knowing if he was going to be at the incident for an hour (which he was), or if he would be there for four or five. FF Greco also gathered the necessary owner information, completed the Fire Investigation, and the incident report after returning to the station. He did all this without ever needing to be asked."

"For all the reasons stated above, I believe FF Greco deserving of my recommendation."

I would like to thank Engineer Greco for his dedication to our community and I will be issuing an Honorable Mention certificate to him for this dedicated action that was taken. There is an attached explanation regarding this event written by Deputy Chief Molinaro explaining the events in detail.

Respectfully submitted,

Fire Chief

A handwritten signature in blue ink that reads "Denis O'Halloran". The signature is written in a cursive, flowing style.

Denis O'Halloran

December 22, 2011

Chief O'Halloran,

I am sending this correspondence to you for two reasons. First, I am recommending FF Felix Greco receives an Honorable Mention award for his actions on December 21, 2011.

FF Greco was off duty that day; he had driven in to attend to some business matters that needed his attention, concerning the Firefighters Union, serving in his capacity as Secretary/Treasurer of that organization. As you will recall, we had a second alarm fire going on the south end of town, and had mutual aid companies covering the City, while our Fire crews were mitigating that incident. During that time I had arrived for duty, and as instructed by you, had assumed my normal position as shift commander while DC Gardner continued in his role as Incident Commander at the second alarm fire.

At approximately 09:00 hours, a call was dispatched for "a smoke filled house, possible basement fire" in the 6900 block of 30th street. As you're also aware as a former DC yourself, it's not a good feeling driving to a possible house fire with crews you really don't know, and shorthanded (only two engines coming with you, and one from the other side of the railroad tracks) on top of it.

Upon my arrival, I was met by Officer Stewart of the BPD, who informed me that all occupants were out of the structure, and that something was definitely on fire in the basement. I assumed command over the radio, and grabbed my portable radio and went inside to check out the situation. I came out after assessing the situation (the clothes dryer had caught on fire and the wall and ceiling surrounding it were also on fire).

As I came out the front door, I found my Mutual Aid Engine from Broadview arriving with five FF's, four from Broadview and one from Berwyn. FF Greco had grabbed his turnout gear from his gear locker, jumped on with the Broadview Engine, and came to the call. He understands that the likelihood of having a successful outcome at a structure fire with a low number of personnel attending, who also do not normally work together, would significantly improve with each additional FF arriving. I.e. multiple tactical objectives may be carried out at the same time if there is enough personnel present to do the necessary tasks.

It turned out the fire was able to be quickly extinguished, the smoke was able to be cleared from the house using positive pressure ventilation, the home wasn't too badly damaged, and most importantly, all civilians and FF's were unhurt. A good outcome!

FF Greco was not asked to respond, he did not ask for compensation for doing so, even though he is entitled to do so. He did this of his own accord; he made this decision in a split second, and had no way of knowing if he was going to be at the incident for an hour (which he was), or if he would be there for four or five. FF Greco also gathered the necessary owner information,

completed the Fire Investigation, and the NIFERS report after returning to the station. He did all this without ever needing to be asked.

For all the reasons stated above, I believe FF Greco deserving of my recommendation.

The second reason I write you, is to state an observation I've made. In the last month, we have had multiple FF's respond to emergency incidents when they were off duty, on their own time, when our City was "stretched thin" as far as personnel available to mitigate those emergencies. On each occasion, these FF's did not seek compensation for doing so; they did it because they care about the citizens, each other, the City, and our Department.

As a member of the Fire Department Administration, I know we have worked hard to show our members we respect them, what they do for a living, and the Citizens (our Employers) of the City of Berwyn. I also know (firsthand) that when the members feel they are appreciated/respected by the Citizens, their direct supervisors (Chiefs), and their indirect supervisors (the Mayor & the Aldermen), they are more likely to continue to behave in a manner such as I described above.

In closing, I wish to congratulate you, the Mayor, and the City Council, for taking great strides in regards to improving morale, providing the tools necessary to do our job in a professional manner, including which I believe to be most the most important factor in doing our jobs, providing adequate staffing levels.

I also wish to congratulate FF Greco for his actions on December 21, 2011, Job well done Felix.

Sincerely,

Sam Molinaro,

Deputy Fire Chief

2nd Platoon (Red Shift)

The City of Berwyn

J-9



Nicole L. Campbell
Traffic Engineer

A Century of Progress with Pride

February 14, 2012

To: Mayor Robert J. Lovero & City Council Members
From: Nicole Campbell, City Traffic Engineer
Re: Adoption of the School District 100 School Travel Plan

A School Travel Plan was developed for School District 100 as part of the Model Communities Grant awarded to the City in March. The Active Transportation Alliance (ATA) partnered with the City and the School District to develop a plan for the district based on valuable input from a steering committee comprised of City staff, School District staff and parents. ATA worked with each school in the district to collect data. This plan includes walking routes for each school. Schools will encourage parents and students to use these routes throughout the year.

The plan also includes improvements to the infrastructure, recommendations in regards to district policies, and program recommendations regarding enforcement and education. Overall the plan will be used as a guide when planning transportation improvements along school routes and must be adopted by the School Board and City Council for eligibility in the Safe Routes to School grants.

Each school in District 100, the District office and the School Board has reviewed the plan. The plan was approved by the School Board during the January 25th meeting (see attached).

The plan, in full color format, can be found at:
[http://www.berwyn-il.gov/pdf/SD 100 STP final plan.pdf](http://www.berwyn-il.gov/pdf/SD_100_STP_final_plan.pdf)

School District 98 is currently working on a school travel plan, in which presentation to the board is planned for April.

Recommendation

Staff recommends that the School District 100 School Travel Plan is adopted by Council.

Sincerely,

A handwritten signature in black ink that reads "Nicole Campbell".

Nicole Campbell, Traffic Engineer

South Berwyn School District 100



www.bsd100.org
(708) 795-2300

Stanley S. Fields, Ph.D.
Superintendent

February 8, 2012

Nicole L. Campbell
Traffic Engineer
City of Berwyn
6700 West 26th Street
Berwyn, IL 60402

Ms. Campbell,

School District 100 is proud to announce that the School Travel Plan, developed for our district by the Active Transportation Alliance, was approved by the Board of Education on 1.25.12 by a unanimous vote.

We are pleased to be a part of this initiative and the benefits it will bring to the families of our school district.

Sincerely,
South Berwyn School District 100

A handwritten signature in black ink, appearing to read 'Stanley S. Fields', written in a cursive style.

Stanley S. Fields, Ph.D.
Superintendent

The City of Berwyn



Nicole L. Campbell
Traffic Engineer

J-10

A Century of Progress with Pride

February 14, 2012

To: Mayor Robert J. Lovero & City Council Members

From: Nicole Campbell, City Traffic Engineer

Re: Recommendation to award the Traffic Control and Bike Route Signage Contract

City Staff developed and advertised a bid proposal for various traffic control signage, traffic control equipment and bike route signage after City adoption of the Active Transportation Plan, and in preparation of future School Travel Plans. In order to keep within the obligations of the Model Communities Grant, the funds must be spent by the end of February. City Staff will open bids for Traffic Control and Bike Route Signage on February 13, 2012. A tabulation of bids and recommendation for award of this contract will be supplied to the Mayor and City Council at the City Council meeting on Tuesday, February 14, 2012 for consideration to award a bid and execute a contract for signage and equipment.

Recommendation

Staff recommends award of the Traffic Control and Bike Route Signage Contract at the City Council meeting on Tuesday, February 14, 2012. This project is funded using Model Communities Grant monies.

Sincerely,

Nicole Campbell, Traffic Engineer

**LEGAL NOTICE / PUBLIC NOTICE
REQUEST FOR PROPOSAL**

TRAFFIC CONTROL AND BIKE ROUTE SIGNAGE

NOTICE TO PROPOSERS: RFP packets are available at the City Clerk's Office, City Hall, 6700 W. 26th Street, Berwyn, IL 60402, for a non-refundable fee of \$25.00, or at http://berwyn-il.gov/pdf/RFP_Traffic_Control_and_Bike_Route_Signage.pdf. Sealed Proposals will be received at the City Clerk's Office, until the time and date specified below, for:

TRAFFIC CONTROL AND BIKE ROUTE SIGNAGE

ADDRESS PROPOSALS TO: Attention of the City Clerk's Office, City Hall, 6700 W. 26th Street, Berwyn IL 60402, on or before the bid opening local time and date specified below. Proposals shall be sealed and clearly marked on the front "**Proposal for Traffic Control and Bike Route Signage**". **FAXED PROPOSALS WILL NOT BE ACCEPTED.**

PROPOSALS ARE DUE NO LATER THAN: 2:00 p.m. on February 13, 2012. Proposers shall submit four (4) copies of their proposal.

Bids will be opened and read aloud at 2:00 pm on February 13, 2012 in Council Chambers at City Hall.

By: Order of the Mayor and Berwyn City Council

s//s Thomas J. Pavlik, City Clerk

The City of Berwyn



Nicole L. Campbell
Traffic Engineer

5-11

A Century of Progress with Pride

February 14, 2012

To: Mayor Robert J. Lovero & City Council Members

From: Nicole Campbell, City Traffic Engineer

Re: Pay Box on Windsor Avenue between Grove and Oak Park Avenues

In September, the City accepted the opportunity to test a pay and display parking pay box. The Parking and Traffic Committee and resident alderman, concluded that the parking area along the south side of Windsor Avenue between Grove and Oak Park Avenues would be a prime location. Overall, the trial was a success. The number of transactions per day showed consistent turn-over for the majority of the spaces. At the current rate and time period that pay parking is in effect, the pay box would be able to pay for itself within 2 years from the start date.

The first ward alderwoman has suggested that the proposed pay box is used for pay parking 24 hours per day, 7 days a week. The alderwoman recognizes that parking is prime in this location and that proper turn-over is necessary for the businesses in the area. The existing pay boxes in the Depot Area are also used 24 hours per day. Staff concurs with this suggestion and would like to propose that the current 2 hour restriction from 7am-5pm Monday-Friday is revised to 7am-7pm seven days a week and that overnight parking from 7pm-7am seven days a week can be paid for at the hourly rate of \$0.25. At this revised rate the unit could pay for itself within a year.

Total Parking Solutions (TPS) has aided the City in its development of a comprehensive parking program. They have provided and maintained the pay boxes in the parking garage and the 32nd Street and Oak Park Avenue parking lot. They have provided outstanding service thus far to the City and to provide uniformity with software, operations and monitoring, staff recommends the same equipment be installed at this location. Attached is a bid proposal submitted by TPS for a solar powered pay box at this location in the amount of \$13,107 which includes the unit, installation, service, the web-based management system and delivery.

Recommendation:

Staff recommends that the standard bidding process is waived and to accept the proposal in an amount not to exceed \$13,107, as submitted by TPS, and authorize the City Attorney to amend the City's existing contract with Total Parking Solutions to include this location. This pay box could be paid using account number 400-26-5800.

Staff recommends that the revisions to the parking rate, as described above, are approved by Council.

Sincerely,

Nicole Campbell, Traffic Engineer



Total Parking Solutions Inc.

**City of Berwyn
Parking Equipment Proposal
February 9, 2012**

Service and Maintenance Coverage

Year one	included
Year two	\$ 1,380.00

** Includes regularly scheduled quarterly preventive maintenance inspections*

Total Equipment with one year WebOffice and Two years Service and Maintenance Coverage	<u>\$ 13,107.00</u>
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TERMS AND CONDITIONS

<i>Delivery -</i>	<i>6 to 8 F.O.B. City of Berwyn</i>
<i>Payment Terms-</i>	<i>50% billable upon placement of order, balance due upon completion of installation</i>

Please sign below and fax to 630-241-1985 to initiate order

Proposed by:

Accepted by:

Total Parking Solutions, Inc.

Signature

Date

The City of Berwyn

J-12



Evan K. Summers
Project Operations
Manager

A Century of Progress with Pride

February 14, 2012

**Mayor Robert J. Lovero and
Members of the Berwyn City Council
Berwyn City Hall
6700 West 26th Street
Berwyn, IL 60402**

Re: 2012 Seasonal Planting and Upkeep Request for Proposal

Mayor and Members of the City Council,

Attached is a copy of the proposed 2012 Seasonal Planting and Upkeep Request for Proposal (RFP). This year, the RFP will only be installing plantings along Ogden Avenue and in the Depot. Roosevelt Road will be handled by the Roosevelt Road Advisory Committee and Cermak Road will be managed by Berwyn Main Street. The City will pay for the watering along Cermak Road.

Upon your approval, I will publish the RFP and solicit bids from prospective contractors. Funding for this project has been budgeted to cover the expected costs.

Respectfully submitted for your consideration,

Evan K. Summers
Project Operations Manager

REQUEST FOR PROPOSAL

**SEASONAL PLANTING & UPKEEP FOR THE CITY OF BERWYN, IL
2012**

NOTICE TO PROPOSERS: Sealed Proposals will be received at the Office of the City Clerk, until the time and date specified below, for:

SEASONAL PLANTING & UPKEEP

RFP packets are available at City Clerk's Office, City Hall, 6700 W. 26th Street, Berwyn, IL 60402.

ADDRESS PROPOSALS TO: Attention of the City Clerk's Office, City Hall, 6700 W. 26th Street, Berwyn IL 60402, on or before the Proposal opening local time and date specified below. Proposals shall be sealed and clearly marked on the front, "**Proposal for Seasonal Plantings.**" **FAXED PROPOSALS WILL NOT BE ACCEPTED.**

PROPOSALS ARE DUE NO LATER THAN: **9:30 a.m., on February 24, 2012.**
Proposers shall submit four (4) copies of their proposal.

The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the Bidder. Similarly, the City is not responsible for, and will not open, any Proposals responses which are received later than the date and time stated below. The bids will be opened at the regularly schedule Berwyn City Council meeting as stated in the timeline. Upon staff review, the winning bidder will be selected at the regularly scheduled City Council Meeting in accordance with the timeline.

QUESTIONS: Bidders shall register with the below representative to stay up-to-date on all amendments to the RFP. All questions and clarifications regarding this Request for Proposal must be submitted no later than 9:30 a.m. in accordance with the timeline, by e-mailing or calling the following City Representative:

Evan K. Summers
Project Operations Manager
City of Berwyn
708-788-2660 x3252

TIMELINE:

Approval of RFP	February 14, 2012
Questions Due	February 20, 2012
Proposals Due	February 24, 2012
Open Bids	February 28, 2012
Award Contract	March 13, 2012
Plants Installed	June 8, 2012
Plants Removed	October 10, 2012

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Section II	Specific Conditions and Instructions to this Proposal
Section III	General Conditions and Instructions to Proposers
Section IV	Company References
Section V	Company Information & Signature Sheet

SECTION II SEPCIFIC CONDITION AND INSTRUCTIONS TO THIS PROPOSAL

A. SCOPE:

The City of Berwyn is soliciting proposals from qualified professional firms to provide a seasonal planting and ongoing upkeep in accordance with the aforementioned timeline. The successful vendor will provide the planting material, plants and upkeep for installed product as described in the Attachments.

All specified planting containers and in-ground flower beds shall be planted with summer annuals as specified by the City of Berwyn. Type, size, and quantity of plant material shall be determined by the City of Berwyn prior to installation. All planting containers and in-ground flower beds are required to be weeded and cleaned weekly and fertilized as specified herein to keep plantings vigorous and attractive. All planting containers and in-ground flower beds are required to be watered as specified herein or as-needed or requested at a unit price to maintain plant health and attractive appearance between the installation date and the removal date.

The selected Bidder and the City must cooperate in order to successfully complete the planting by this deadline. The City will designate a representative to work with the selected Bidder's representative. It is understood that plant substitutions may be required due to availability. If any plant species or plant sizes specified herein are not available, then the selected Bidder will submit a substitution list to be approved by the City prior to order and installation.

B. PROPOSAL REQUIREMENTS:

1. If any Bidder is in doubt as to the intent or meaning of any part of this Request for Proposal, the Bidder must e-mail or call the City's representative no later than as prescribed by the aforementioned timeline.
2. Bidders are expected to fully inform themselves as to the conditions, requirements and specifications before submitting a proposal. The submission of a proposal by a vendor implies the vendor's acceptance of the terms and conditions herein.
3. The proposer is responsible for all cost related to the preparation of this proposal.
4. Any cost associated with the delivery, installation and upkeep of plants not specifically set forth in this Request for Proposal will be the responsibility of the vendor, and will be deemed included in the fees and charges Proposal herein.
5. The format of the vendor's proposal must be consistent with the format of the specifications listed in Attachment B.
6. Proposed pricing and/of percentage discount shall be firm from the beginning date of the signed purchase order; this is a turn-key project in which the awarded amount is understood to cover the scope of work.
7. All prices/discounts shall be F.O.B. destination and shall include all charges that may be imposed in fulfilling the terms and conditions of the contract.

8. The City is in no way restricted from ordering plantings from other vendors as needed.
9. This proposal must be summarized in letter form on the vendor's letterhead stationary. The letter must be signed by an officer of the vendor or a designated agent empowered to bind the firm in the contract offer. Acceptance to the terms must be noted in the letter.
10. At least (3) references from companies or agencies that have utilized your services for a similar scope of work. The company's name and address, a contact name, title and phone number or email, must be included with the reference information (Section IV).
11. A completed and signed Company Information & Signature Sheet (Section V); delivery information must also be completed in this section.

NOTE: Proposers are required to submit the required information listed above. The City reserves the right reject any and all proposals without cause.

C. GENERAL REQUIREMENTS:

1. Professional workmanship shall meet or exceed existing industry standards.
2. Unless otherwise specified, the vendor shall unconditionally guarantee the materials and workmanship of all plant material and plants. If any defects or signs of deterioration are noted which, in the City's opinion, are due to faulty workmanship or material, the vendor, upon notification and at their expense, shall replace the material and plantings (within seven (7) business days) to the complete satisfaction of the City. The replacement of the material and or plants shall be made only at such time as shall be designated by the City as least detrimental to the operation of City Business.
Regardless of any statement to the contrary, the vendor agrees that implied warranty of merchantability and fitness for a specific purpose is not disclaimed.
3. Proposers shall guarantee delivery in accordance with the delivery requirements referenced in Section II of Attachment A.
4. Failure of the vendor to provide commodities within the time specified, unless extended in writing by the City, or failure to replace rejected commodities when so directed by the City shall constitute delivery failure. When such failure occurs the City reserves the right to cancel adjust the contract or seek damages; whichever is in the best interest of the City. In any event, the City may purchase in the open market commodities of comparable worth to replace the articles rejected or not delivered. On all such purchases the vendor shall reimburse the City within reasonable time specified by the City for any expense incurred is not cancelled, such purchases shall be deducted from the contract quantities. The City reserves the right to accept commodities delivered which do not meet specifications, or are substandard in quality, subject to an adjustment in price to be determined by the City.
5. The Vendor shall be responsible for any commodities covered by this contract until delivery and installation is completed at the designated point. In addition, the

vendor shall bear all risk for rejected commodities after notice of rejection. Rejected commodities shall be replaced by and at the expense of the vendor after written notification of rejection.

Upon Vendor's Failure to replace commodities within seven (7) working days after the date of notification, the City may return the rejected commodities to the vendor at the vendor's risk and expense, or the City may dispose of them as its own property.

6. Final inspection of commodities shall be conclusive except as regards to latent defects, fraud, or such gross mistakes that amount to fraud. Final inspection and acceptance or rejection of the commodities shall be made within a reasonable time after delivery, but failure to inspect or reject commodities shall not impose liability on the City if such commodities are not in accordance with the specification. All commodities delivered to the City shall be accepted subject to inspection and physical count.

D. **CONTRACT AWARD:**

1. The vendor's proposal must be complete to be considered for award.
2. The City reserves the right to qualify, accept or reject any or all vendors and accept any proposal deemed to be in the best interest of the City. The City of Berwyn reserves the right to accept or reject any or all proposals and to waive irregularities or technicalities in any proposal when in the best interest of the City. The City of Berwyn reserves the right to accept or reject any exception taken by the vendor to the terms and conditions of the request for proposals.
3. Consideration may be given to, but not limited to, delivery time, the proposed plant material and plantings, warranty/product, reliability & functionality/product availability, references, delivery time, and special pricing & volume discounts.
4. Award, if made, shall be in the form of a Purchase Order.
5. All prescriptions of the RFP shall be understood as a form of signed contract.

E. **EVALUATION PROCESS:**

Each proposal submitted stands alone and will be evaluated on its own merits in terms of meeting the City's requirements and terms and conditions, pricing, and overall responsiveness to the Request for Proposal. The City may conduct discussions with any offeror that submits an acceptable or potentially acceptable proposal. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. The City's representative reserves the right to request the offeror to provide additional information during this process.

SPECIFIC CONDITIONS AND INSTRUCTIONS:

- Water for the plants can be obtained via Berwyn Public Works at cost. If water is provided by the City, an invoice for the water will be sent to the contractor at the end of the contract.
- This is a lump sum contract. Additional water may be required during drought periods but are the sole responsibility of the contractor.
- A community group will be planting their own flowers in the Cermak Road planters this year. The contractor will not need to do any installation but will need to water the plantings in order to maintain plant health.
- Prospective bidders should register with the City's representative in order to stay up to date with announcements and changes.

The above conditions and instructions clarify this specific proposal document, but are in addition to the attached GENERAL CONDITONS AND INSTRUCTIONS TO PROPOSERS (Section III).

SECTION III
GENERAL CONDITIONS AND INSTRUCTIONS TO PROPOSERS

The general rules and conditions which follow apply to all proposals issued by the City, unless otherwise specified. Proposers or their authorized agents are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting proposals; failure to do so shall be at the proposer's own risk.

REQUEST FOR PROPOSAL (RFP): is defined as a request for an offer, by one party to another, of terms and conditions with reference to some work or undertaking.

This document constitutes a REQUEST FOR PROPOSAL, and is thus a solicitation for responses. Conversely, this REQUEST FOR PROPOSAL is NOT a Proposal and is not governed by state or federal Bidding requirements.

Moreover, any acceptance of a proposal shall NOT result in a binding contract between the City and the proposer, but instead will simply enable negotiations to take place which may eventually result in a detailed and refined agreement or contract between the proposer and the City.

"Proposal date" as referenced herein shall mean the local date and time specified in the proposal documents.

A. CONDITIONS FOR PROPOSING

1. **COMPLETENESS/AUTHORIZATION OF PROPOSAL.** Proposer shall supply all information and submittals required by the proposal documents to constitute a proposal. The proposal shall clearly state the legal name, address, telephone number, and fax number of the proposer. The proposal shall be signed above the typed or printed name and title of the signer. The signer shall have the legal authority to bind the proposer to proposal. The signed document shall constitute acceptance of the bidder to terms and conditions set forth herein but shall not bind the City until a purchase order is made.
2. **ADDRESSING OF PROPOSAL.** Unless otherwise specified, faxed proposals will not be accepted. Proposal shall be submitted in a sealed envelope clearly marked on the front with proposal number and due date, and unless otherwise specified, addressed to:

City Clerk's Office
City of Berwyn
6700 W 26th Street
Berwyn IL 60402

3. **PROPOSAL DEADLINE.** Proposer shall be responsible for taking whatever measures are necessary to ensure that the proposal reaches the office of the City Clerks on or before the local time and date specified. The City shall not be responsible for, and may not consider, any late proposal, amendment thereto, and

request for withdrawal of proposal received after the date specified. Proposals received after the time and date specified on the Request for Proposal need not be opened and will not be considered for award by the City.

A written request for withdrawal of a proposal or any part thereof may be granted, provided the request is received in writing by the City prior to the specified proposal date.

4. **PROPOSALS BINDING 60 DAYS.** Unless otherwise specified, all formal proposals submitted shall be binding for sixty (60) days following proposal date, unless the proposer(s), at the City's request agrees in writing to an extension.
5. **COMPETENCY OF PROPOSER.** No proposal may be accepted from or contract awarded to any person, firm or corporation who is in arrears or in default to the City of Berwyn upon any debt or contract. Prior failure of a proposer to perform faithfully on any previous contract or work for the City may be grounds for rejection. The proposer, if requested, shall present evidence of performance ability and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these proposal documents; such evidence shall be presented within a specified time and to the satisfaction of the City.
6. **COLLUSIVE PROPOSING.** The City of Berwyn believes in it is important to keep a fair and balanced marketplace, therefore the Proposer certifies that the proposal is made without any previous understanding, agreement or connection with any person, firm, or corporation making a proposal for the same project, without prior knowledge of competitive prices, and that the proposal is in all respects fair, without outside control, collusion, fraud or otherwise illegal action. Prior compensated consulting shall not preclude a firm from bidding.

B. INSURANCE

1. **INSURANCE REQUIREMENTS.** The successful proposer shall provide insurance as follows:

a. **Certificate of Insurance; Cancellation of Modification**

(1). Before commencing work, the Proposer shall submit to the City for approval a Certificate of Insurance meeting the requirements specified herein, to be in effect for the full contract period.

(2). The Proposer shall notify the City in writing at least thirty (30) calendar days prior to any change or cancellation of said policy of policies.

(3). Cancellation or modification of said policy or policies shall be considered just cause for the City of Berwyn to immediately cancel the contract and/or halt work on the contract, and to withhold payment for any work performance on the contract.

b. **Minimum Coverage**

(1). Any policy or policies of insurance purchased by the Proposer to satisfy their responsibilities under the proposal shall include contractual liability coverage, and shall be in the following type and minimum amounts:

Informal Project specs: Class I (under \$1M)

<u>Type of Coverage</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
a. Comprehensive General Liability		
(1) Bodily Injury & Property Damage	\$500,000	\$1,000,000
b. Automobile Liability	Combined <u>Single Limit</u>	
(1) Bodily Injury & Property Damage	\$500,000	
c. Worker's Compensation Insurance as required by Illinois state law.		

The City requires that the Contractor's Insurance carrier be "A" rated or better by A.M. Best.

WHEN ADDITIONALLY REQUIRED:

Errors & Omissions	\$500,000
Fidelity Bond (minimum)	\$ 50,000

d. Hold Harmless: Endorsement Required

(1). The Proposer, including their subcontractor, employees, representatives or agents, shall indemnify, defend and hold harmless the City of Berwyn and its officers, employees, and agents from any and all liability, loss, cost, damage and expense (including reasonable attorney's fees and court cost) resulting from, arising out of, or incurred by reason of any claims, actions or suits based upon or alleging bodily injury including death, or property damage rising out of or resulting from the Proposer's operations under this document.

(2). Proposer is not, and shall not be deemed to be, an agent or employee of the City of Berwyn.

(3). Responsibility for Damage Claims – Notwithstanding the above, it is specifically agreed between the parties executing this contract that is not intended by any of the provisions of any part of the contract documents to create in the public or any member thereof a third party beneficiary hereunder, or to authorize anyone not a party to this contract. It is understood that no subcontractor is a third party beneficiary to any contract between the Contracting Authority and prime contractor. Nothing in any special provision or any supplemental specification shall be construed as eliminating or superseding the requirements of this section.

e. Additional Insurance Requirements

Owner's Insurance shall include coverage for loses or damage caused by the negligent act or omissions of Contractor or Subcontractors, or for damage to material or equipment while under

the control of or stored by Contractor or Subcontractor prior to installation or prior to inclusion of such material or equipment in construction. Contractor shall maintain appropriate insurance for such risks or occurrences and name the City of Berwyn as an additional insured.

Contractor shall be responsible for the owner's deductible on the owner's builder's risk.

C. **SPECIFICATIONS**

1. **FORMAL SPECIFICATIONS.** The proposer shall propose by and comply with the true intent of the specifications (i.e., not take advantage of any unintentional error or omission). Whenever mention herein is made of a service to be provided in accordance with laws, ordinances, etc., shall be construed as the minimum requirements of the specifications. Site visits to review existing conditions/size of in-ground planters are encouraged for proper bidding.
2. **PROPOSED ALTERNATE.** When an item is identified in the Proposal document by a manufacture's name or catalog number, it is understood that the Bidder proposes to furnish the commodity and/or service so identified by the City unless the Bidder specifically proposes an alternate. In Bidding on a proposed alternate, the Bidder shall clearly state on his/her Proposal exactly what he/she proposes to furnish, and forward with his/her Proposal, a complete description of the proposed alternate, including brand, model number, drawings performance and test date, references, and any other information necessary for a complete evaluation. Bidder shall include a statement setting forth any charges in other materials, equipment, or other work which would be required by incorporation of the proposed alternate. The burden of proof of the merit of the proposed alternate in upon the proposer.
The City's decision to approve or disapprove of a proposed alternate shall be final.
3. **QUALIFICATIONS, CREDENTIALS AND REFERENCES.** The proposer shall provide a description of qualification, credentials, experience, and resources as they relate to provision of the proposal. The proposer shall also provide a list of clients for whom similar work has been performed within the last two years, including the firm, contact person, address, and phone number of each contract person.
4. **ADDENDUM TO SPECIFICATIONS.** Any substantive interpretation, correction or change of the proposal documents shall be made within addendum. Interpretation, corrections or changes of the proposal documents made in any other manner shall not be binding. Such interpretations, corrections or changes shall not be relied upon by proposer. Any addenda shall be issued by the City within a reasonable time prior to the proposal date.

D. **SECTION OF FIRM**

1. **REJECTION OF PROPOSALS.** The City reserves the right to accept or reject any or all proposals, to waive irregularities and technicalities, and to request resubmission. The city also reserves the right to reject a similar nature, or proposal from a proposer who, investigation shows, is not in a position to satisfactorily and timely perform the contract.
2. **SELECTION** The City desires to enter into negotiations and ultimately reach an agreement with a Proposer who demonstrates the best combination of attributes to

conduct the project, and who also negotiates a project cost with the City that is fair and reasonable. The City may conduct discussions with any proposer who has submitted a proposal to determine qualifications, for further consideration. Since the initial review by the City will be deemed preliminary in nature, the document and process will be deemed confidential until such time as the successful proposer is selected. Criteria for selection will include but not limited to:

- Ability to provide the type and quality of service that best meets the needs of the City.
- Organization, size, management and structure of the firm to provide service.
- Experience and qualifications of the persons with supervisory and management assignments, especially relating to similar work assignments.
- Satisfactory reference checks of clients on similar projects.
- Previous and existing compliance with laws and ordinances relating to contracts with the City and to the proposer's employment practices.
- Whether the proposer is in arrears to the City, in dept on a contract or is a defaulter on a surety or other agreement with the City.
- If a reasonable doubt arises as to proposer's solvency, the City reserves the right to require financial information sufficient to show solvency.
- Cost estimate; the City is not required to accept the proposal with the lowest cost estimate.

Once the City has reached an agreement with the Proposer, a purchase order will be issued to the awardee. The purchase order will define the conditions of the contract between the City and the contractor selected to receive the award.

3. **CORRECTIONS TO SUBMITTED PROPOSALS.** Any changes that are made to this proposal using correction fluid, writing utensils, etc. before submission must be dated and initialed in each area that a change is made.
4. **PRICING REQUIREMENTS.** All pricing submitted by the Bidder shall be indicated in both words and figures. (Ex. \$200.00, two hundred dollars).
5. **PRESENTATIONS.** When required and based on evaluation of proposals submitted, the City may select finalists who will be required to participate in interviews, including key personnel designated for the proposal, and to make presentations regarding their qualifications and their ability to furnish the required service to best serve the needs of the city.
Formal presentations will be scored and evaluated by the Public Works Director who will make a recommendation to the City Council for final approval. Nothing in the proposal can obligate the City to enter into a contract.
6. **LOCAL PURCHASES.** Unless otherwise specified, cost and other considerations being equal, local firms shall be given first consideration for the project.
7. **ERRORS IN PROPOSAL.** Any ambiguity in any proposal as a result of omission, error, lack of clarity or non-compliance by the proposer with specifications, instructions and conditions shall be construed in the light most favorable to the City. Changes in proposals shall be initialed and dated.

E. **GENERAL CONTRACT PROVISIONS**

1. **CONTRACT AWARD.** Upon City's selection and satisfactory between City and

Proposer on the work to be performed, a written award in the form of a Purchase Order, contract or other instrument shall result in binding contract with out further action by either party. The contract shall be on forms provided by the City; or if the proposer's contract document is used, the City reserves the right to modify and document to conform to the request for proposal and to do so in the light most favorable to the City.

2. **INSURANCE.** Current Certificate of Insurance in the amounts specified shall be on file with the City before work can commence.
3. **AVAILABILITY OF FUNDS.** A contract shall be deemed valid only to the extent for appropriations available to each project. The City's extended obligation on these contracts, which envision extended funding through successive fiscal periods, shall be contingent upon actual appropriation for the following fiscal year.
4. **CONTRACT ALTERATIONS.** No alterations or variables in the terms of a contact shall be valid or binding upon the City unless authorized in writing by both parties.
5. **SUBLETTING OF CONTRACT.** Proposer shall not assign, transfer, convey, sublet or otherwise dispose of the contract or their right, title or interest therein, or their power to execute such contract to any other person, firm or corporation without the prior written consent of the City, but in no case shall such consent relieve the Proposer from their obligations, or change the terms of the contract.
6. **CONTRACT PERIOD.** Contract shall remain in force for the full specified period and until all services have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall be met, unless:
 - a. The contract life shall be from award to project close out; insurance shall extend until December 31 of the contract year.
 - b. Extended upon written authorization of the city and accepted by contractor, for a period negotiated and agreed upon by both parties, when in the best interest of the City.
 - c. Terminated due to the default, as described below.
 - d. The City reserves the right to cancel the Contract without reason by giving 30 days notice to Contractor.
7. **DEFAULT.** The Contract may be cancelled or annulled by the City in whole or in part by written notice of default to the Proposer upon non-performance, violation of contract terms, delivery failure, bankruptcy or insolvency, or the making of an assignment for the benefit of creditors. The City reserves the right to grant Contractor a specified cure period of during which to cure or remedy the default, which cure period shall be included in the written notice to default. If default is not cured within the specified time, City reserves the right, but is not obligated to, extend the cure period or City may deem the contract terminated without further notice. Lack of knowledge by the contractor will in no way be cause for relief from responsibility. In the event of detrimental default, the City reserves the right to file suit against the Contractor. Any legal proceedings shall take place in the County of Cook, IL.
8. **INDEMNITY.** The Proposer shall indemnify, defend and hold harmless the City of Berwyn and its officers, employees and agents from any and all liability, loss, cost, damage, and expense (including reasonable attorney's fee and court costs) resulting from, arising out of, or incurred by reason of any claims, actions, or suits

based upon or alleging bodily injury including death, or property damage rising out of or resulting from Proposer's operations under this Contract, whether such operations be by the Contractor or by any Subcontractor or by anyone directly or indirectly employed by either.

Proposer is not, and shall not be deemed to be, an agent or employee of the City of Berwyn.

Proposer further agrees to:

- a. Save the City, its agents and employees harmless from liability of any nature or kind for the use of any copyright or uncopyright composition, secret process, patented or unpatented invention, article or appliance of which the Proposer is not the patentee, assignee, licensee or owner, furnished or used in the performance of the contract.
 - b. Obtain all permits and licenses required by city, state and federal governments and pay all related fees. The Proposer shall also comply with all laws, ordinances, rules and regulations of the City, State of Illinois and the Federal Government including the Prevailing Wage Act.
9. **NON DISCRIMINATION.** Proposer shall not discriminate against any employee or applicant for employment or any member of the public because of race, color, creed, religion, national origin, sex, sexual statement, sexual orientation or otherwise commit an unfair employment practice. Proposer further agrees that this non-discriminatory agreement shall be incorporated by the Proposer in all contracts entered into with suppliers of commodities and/or services, contractors and subcontractors, and all labor organizations furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services in connection with this contract.

F. **PAYMENT PROVISIONS**

1. **PAYMENT TERMS.** Payment may be made only after inspection and acceptance by the using department. Payment of balances shall be made only after approval and final acceptance by the City. City Council meets bi-monthly and therefore adequate time must be given by the contractor for City staff to review, authorize and submit to City Council for approval.
2. **INVOICING.** Following acceptance of each payment term, payment shall be made within thirty (30) calendar days from receipt of itemized invoice. Before the City will pay any invoice, the invoice must include a detailed description of all charges, the proposal number, department name, dollar amount, quantity of hours worked, and any other pertinent information. All reimbursable expenses (meals, travel, etc.) must be accompanied by a copy of the vendor's receipt. Submit invoice in duplicate to:

City of Berwyn
Department of Public Works
6700 W. 30th Street
Berwyn IL 60402

3. **WITHHOLDING PAYMENT.** Consideration for withholding payment shall include faulty materials, or workmanship, failure to meet delivery deadlines, and

liens that have been filed, or evidence indicating a possible filing of claims. In all cases, regulations and limitation imposed by the Federal Government shall govern.

4. **TAXES.** The City of Berwyn is exempt from all Federal, State of Illinois and other State Taxes on the purchase of commodities and services used by the City of Berwyn within the State of Illinois. The Finance Department shall provide tax exemption certification to out-of-state taxes imposed on purchases of commodities and/or services which are which are used within another state are applicable and subject to payment.

Contractors and subcontractors shall pay all legally required sales, consumer and use taxes on all commodities and/or services purchased or rented to complete their contract.

If a contractor, subcontractor, or builder is to use building materials, supplies, and equipment in the performance of a construction contract with a designated exempt entity, the person shall purchase such items of tangible personal property without liability for the tax if such property will be used in the performance of the construction contract and a purchasing agent authorization letter and an exemption certificate, issued by the designated exempt entity, are presented to the retailer.

I. SECTION IV REFERENCES

The vendor must complete the required reference information listed below. The vendor must provide at least three (3) references from companies or agencies that have purchased the proposed (or similar) services from your company. The company's name and address, a contact name, title, and phone number, must be included with the reference information.

- 1. Company Name: _____
Company Address: _____
Company Contact: _____
Title of Contact: _____
Phone Number: _____

- 2. Company Name: _____
Company Address: _____
Company Contact: _____
Title of Contact: _____
Phone Number: _____

- 3. Company Name: _____
Company Address: _____
Company Contact: _____
Title of Contact: _____
Phone Number: _____

Note: Additional reference may be included with the vendor's proposal.

A. SECTION V COMPANY INFORMATION & SIGNATURE SHEET

Vendors must include with their submitted proposal this completed and signed Company Information & Signature Sheet and a price list for the proposed summer flower rotation required for this contract.

The undersigned Bidder, having examined and determined the scope of this Request for Proposal, hereby proposes to supply and delivery the proposed commodities as described in the proposal documents at the prices set forth within.

The undersigned Bidder states that this Proposal is made in conformity with the specifications and qualifications contained herein. In the event that there are any discrepancies or differences between any conditions of the vendor's proposal and the Request for Proposal prepared by the City of Berwyn, and the City's Request for Proposal shall prevail.

The undersigned Bidder certifies that this proposal is made in good faith and without collusion or connection with any other persona or persons Bidder on the project.

Delivery: Upon receipt of a purchase order from the City of Berwyn, the vendor guarantees delivery and installation of the proposed planting material and plants within 15 days or as stipulated in the RFP.

Name of Firm:

Authorized Representative:

Signature of Representative:

Title of Authorized Representative:

Address:

City/State/Zip:

Phone Number:

Fax Number:

Website Address:

E-Mail Address:

Date Signed:

Addenda Form:

The undersigned hereby acknowledges receipt of the following applicable addenda:

Addenda Number

Date

**City of Berwyn Summer Flower Installation
2012**

I. Scope of Work

The City of Berwyn is soliciting proposals for the summer of 2012 seasonal planting at locations throughout the city. The summer planting installation includes stand-alone containers and in-ground flower beds. The installation sites are located throughout the City of Berwyn, including Ogden Avenue and the Depot District.

The Proposal shall include the following tasks:

The Bidder shall furnish all labor, supervision, supplies, tools, equipment and other means necessary or proper for performing and completing the work, and be responsible for compliance with all applicable laws. The Bidder shall be responsible for the cleaning up of the job site and shall repair or restore all structures and property that may be damaged or disturbed during performance of the work to the satisfaction of the City of Berwyn.

List of Planters:

1. 20" Round Container
2. 32" Round Container
3. In-Ground Flower Beds

List of Planting Locations:

1. Area I Cermak Road – no installation, **water only**
 - a. 32" Round Containers: 123 total
 - b. 20" Round Containers: 87 total
2. Area II Ogden Ave
 - a. In-ground Planters: 9 total
3. Area III Depot District
 - a. 32" Round Containers: 21 total
 - b. 20" Round Containers: 9 total

II. Specifications

a. Containers

- i. Remove and dispose of all debris, litter, and dead plantings.
- ii. Remove a minimum of ¼ of the existing planting medium, haul away, and replace with new potting soil. Potting soil to be CM66 as supplied by Midwest Trading or other firm.
- iii. Ensure adequate drainage of planter.
- iv. Add Soil Moist® to containers as prescribed by manufacturer
- v. Plant annuals according to the specifications in Attachment C.
- vi. Water a minimum of 3 times per week or more often as necessary in order to maintain plant health during season.
- vii. Apply weed control and hand weed as necessary.
- viii. Weekly inspection of plantings and de-litter as necessary.
- ix. Fertilize at time of planting and twice monthly thereafter.

ATTACHMENT A
Pricing

- b. In-ground Flower Beds**
 - i. Remove and dispose of all debris, litter and dead plantings.
 - ii. Amend soil in planting beds with a 2" layer of One Step Soil Conditioner as supplied by Midwest Trading.
 - iii. Plant annuals in center sections of Ogden Avenue planters according to Attachment C.
 - iv. Water a minimum of 3 times per week or more often as necessary in order to maintain plant health during the season
 - v. Apply weed control and hand weed as necessary.
 - vi. Cultivate to define edges.
 - vii. Weekly inspection of plantings and de-litter as necessary.
 - viii. Fertilize at time of planting and twice monthly thereafter.
 - ix. Install mulch to bed areas that are not planted with annuals.
- c. Spring Clean Up:** Remove all accumulated debris and leaves from containers and in-ground flower beds in the areas of Cermak Road, Ogden Avenue, and the Depot District.
- d. Weeding / Fertilization / Cultivation:** All containers and in-ground flower beds shall be kept weed free. Hand weed weekly as necessary. All weed control applications must be made by a licensed professional. Applications may be restricted to weekend or off-time hours. Cultivation of planting beds as required to control weed and define edges is required. Fertilize planting containers and in-ground flower beds as needed to maintain high vigor and good color. Fertilizer formulation shall not include pre or post emergent treatment unless pre-approved. The City of Berwyn shall be notified prior to application of any fertilization for material approval and scheduling.
- e. Watering:** Water all planters as necessary to maintain plant health throughout length of contract at specified unit price.
- f. Bed upkeep of these area will be comprised of the following procedures:**
 - i. De-litter and weed areas weekly. Inspect plants for health / damage and replace / correct as necessary.
 - ii. Water all planting containers and in-ground beds as necessary to maintain plant health throughout contract period.
 - iii. Fertilize planting containers and in-ground flower beds as needed to maintain high vigor and good color.
- g. Fall Clean Up:** Remove summer flower rotation plantings and debris from containers and in-ground flower beds.
- h. Planter Placement, Upkeep, and Material Rotation:** The following are staffing requirements for submission of proposal for the summer flower rotation:
 - i. Experience in commercial area landscape designs and maintenance.
 - ii. Ability to meet and work with City staff and business community representatives within 48 hours of notices.

ATTACHMENT A
Pricing

- iii. CLT on staff, staff capable of planter placement, filling, planting and maintenance, including off-hours delivery and set-up and watering. Bidder must submit copy of certificate with bid. (The use of subcontracted staff must be declared). If no CLT is on staff, the contractor must have previously completed above average work for the City; the City's agents reserve the right to make this determination with full indemnity.
- iv. Previous experience with commercial and municipal business district landscape maintenance and design.

The contractor is required to supply all planting material and plants. All plant material must be contract grown specifically for the City of Berwyn. When possible, plantings should be green housed in their specific container and grown accordingly to ensure adequate root growth and cascading. The contractor is responsible for installation, upkeep and removal of plantings.

All things being equal, the City of Berwyn appreciates the use of local labor, services and goods.

The contract will cover one planting season. Watering should begin once plantings are installed and must continue until the plantings are removed. Plants are to be watered in a manner which preserves the health and vitality of the plantings, additional watering may be required (i.e. drought, high heat, etc.). The City will not reimburse contractor for additional required watering occurrences.

The following appendix (Appendix B) bid sheet must be completed and submitted in full:

Attachment B
Pricing

Appendix B
Proposal Prices

Planting	Minimum Size	Quantity	Unit Price	Total
Sweet Potato Ipomea 'Sweet Caroline Light Green'	4"	174		\$ -
Marigolds Taishan 'Yellow'	4"	600		\$ -
Whopper Series 'Red/Bronze Leaf' Begonias	6"	270		\$ -
Pennisetum 'Fireworks'	1gal	9		\$ -
Supertunia 'Royal Magenta'	4"	36		\$ -
Supertunia 'Raspberry Blast'	4"	36		\$ -
Solanum Jasminoides 'Aurea'	6"	18		\$ -
King Tut Grass	1gal	21		\$ -
Supertunia 'Royal Velvet'	6"	105		\$ -
Supertunia 'Bordeaux'	6"	105		\$ -
Callope Ivy Geranium 'Dark Red'	6"	42		\$ -
*Note these are installed prices			Total Plant Material Cost Installed:	\$ -

Maintenance/Installation	Occurrences	Price	Total
Weeding/Fertilization/Cultivation	14		\$ -
Spring Clean-up/Soil Exchange	1		\$ -
Watering (additional may be required but will not be paid)	54		\$ -
Fall Clean-up	1		\$ -
Total Maintenance Cost			\$ -

Installation Materials	Units	Price/Unit	Total
Shredded Hardwood Mulch	9		\$ -
Soil Conditioner/Removal	39		\$ -
Container Fill/Removal - (CM66)	39		\$ -
Total Installation Material Cost:			\$ -

Total Cost: \$ -

I hereby declare these prices to be true and accurate and, on the behalf of my company and subcontractors, agree to comply with the 2012 Seasonal Planting RFP as issued by the City of Berwyn. The following signatures are hereby enforceable by all pertaining laws:

Signature: _____

Name of Contact: _____

Company Name: _____

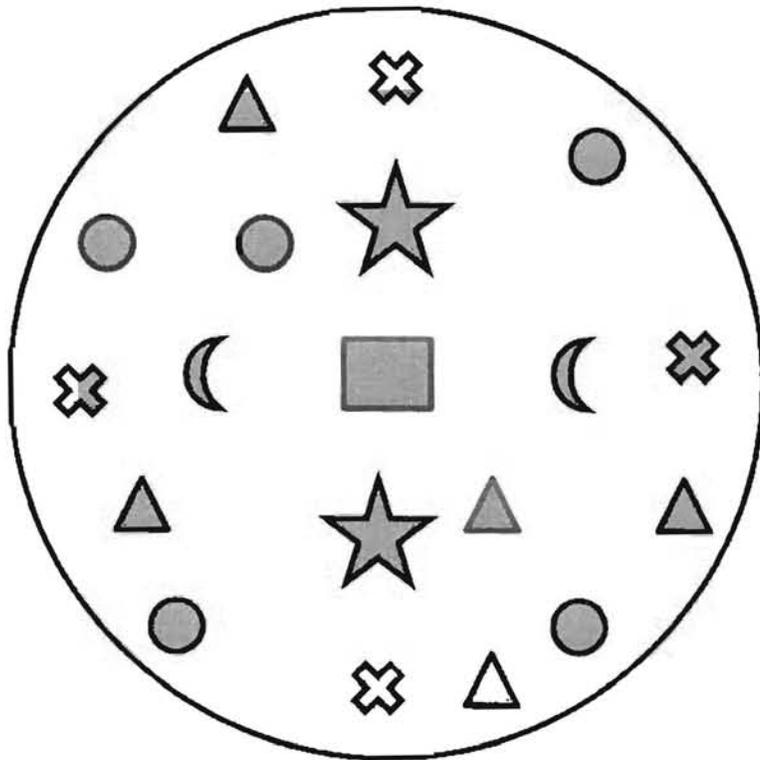
Company Address: _____

Title of Contact: _____

Phone Number: _____

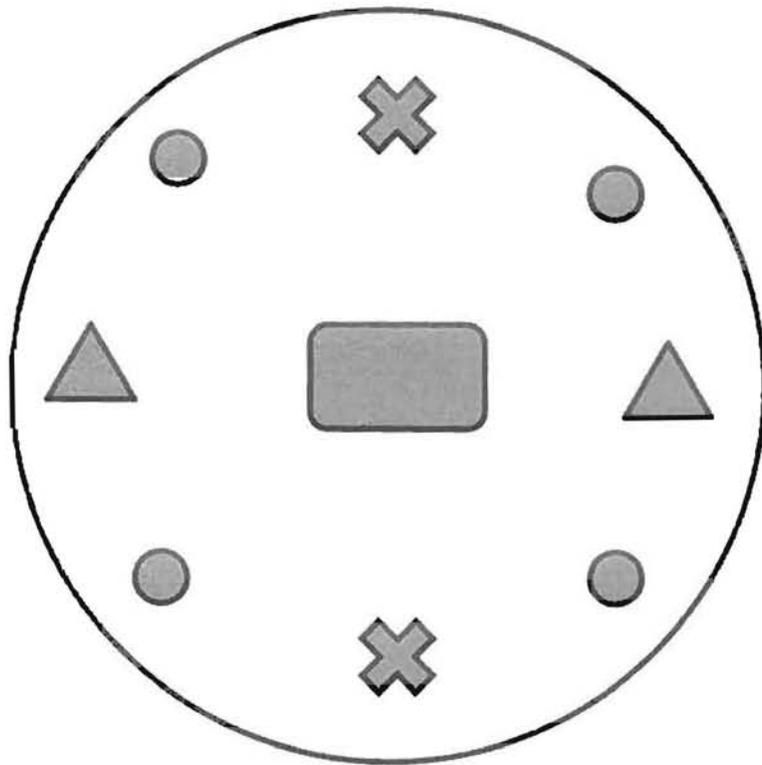
Date: _____

32" Round Containers (21)



-  1 – 1gal King Tut Grass
-  4 – 4" Sweet Potato Vine Ipomea 'Sweet Caroline Light Green'
-  5 – 6" Supertunia 'Royal Velvet'
-  5 – 6" Supertunia 'Bourdeaux'
-  2 – 6" Caliope Ivy Geranium 'Dark Red'
-  2 – 6" Marigolds Taishan 'Yellow'

20" Round Container (9)



1 – 1gal Pennisetum 'Fireworks'



4 – 4" Supertunia 'Royal Magenta'



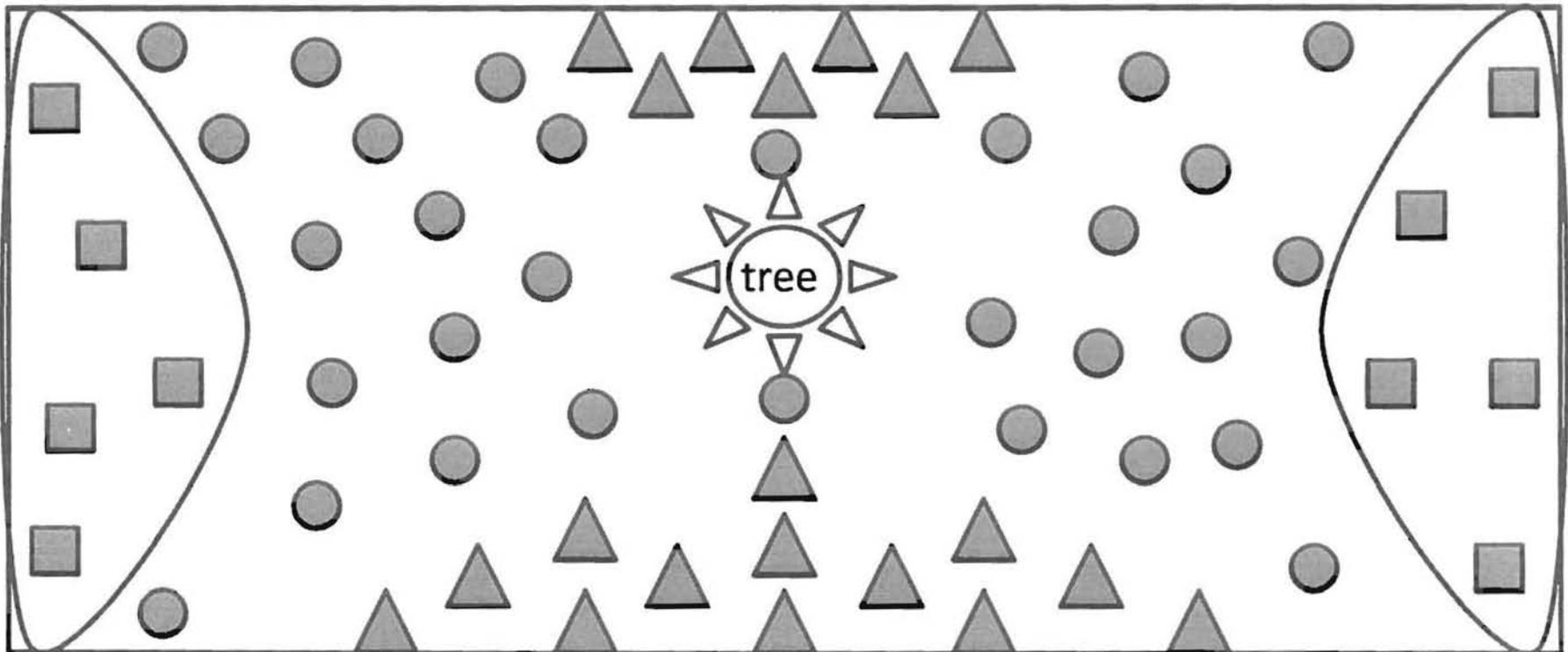
2 – 4" Supertunia 'Raspberry Blast'



2 – 6" Solanum Jasminoides 'Aurea'

Ogden Planter Boxes (9)

- – 10 – 4" Sweet Potato Vine Ipomea 'Sweet Caroline Light Green'
- ▲ – 20 – 4" Marigolds Taishan 'Yellow'
- – 30 – 6" Whopper Series 'Red/Bronze Leaf' Begonias



The City of Berwyn



Anthony T. Bertuca
City Attorney

J-13

A Century of Progress with Pride

February 14, 2012

Honorable Mayor, Robert J. Lovero
And Members of the Berwyn City Council

Re: Ordinance Amending Chapter 801.16 – An Ordinance Establishing
A Fee for Bail Bond Administration

Ladies and Gentlemen:

The Law Department, in conjunction with Special legal Counsel from the DelGaldo Law Group, is submitting the attached Ordinance for your consideration.

We have amended our present Ordinance to provide for an Administrative Hearing System for any individual who would request the same.

We are requesting your concurrence in the approval of this Ordinance.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Anthony T. Bertuca".

Anthony T. Bertuca
City Attorney

ATB:kmc

THE CITY OF BERWYN
THE CITY OF BERWYN, ILLINOIS

ORDINANCE
NUMBER

**AN ORDINANCE AMENDING CHAPTER 801, SECTION 801.16,
OF THE CODIFIED ORDINANCES REGARDING BAIL BOND
ADMINISTRATIVE FEES FOR THE CITY OF BERWYN, COUNTY
OF COOK, STATE OF ILLINOIS.**

ROBERT J. LOVERO, Mayor
THOMAS J. PAVLIK, City Clerk

NONA N. CHAPMAN
JEFFREY G. BOYAJIAN
MARGARET PAUL
MICHELE D. SKRYD
CESAR A. SANTOY
THEODORE J. POLASHEK
RAFAEL AVILA
NORA LAURETO
Aldermen

ORDINANCE _____

**AN ORDINANCE AMENDING CHAPTER 801, SECTION 801.16, OF THE
CODIFIED ORDINANCES REGARDING BAIL BOND ADMINISTRATIVE
FEES FOR THE CITY OF BERWYN, COUNTY OF COOK, STATE OF
ILLINOIS.**

WHEREAS, the City of Berwyn (the “City”) is a home rule unit of local government as is provided by Article VII, Section 6 of the Illinois Constitution of 1970 and, as such, may exercise various powers and perform numerous functions pertaining to its government and affairs in any manner not otherwise prohibited by law; and

WHEREAS, the Mayor and City Council (collectively, the “Corporate Authorities”) have determined that it is in the best interests of the City and its residents to establish procedures through which individuals may seek reimbursement of administrative processing fees in limited circumstances; and

WHEREAS, to ensure that proper policies and procedures are followed, the Corporate Authorities have determined that it is necessary for the public health, safety and welfare to amend the Codified Ordinances (the “Code”) to establish procedures regarding administrative processing fees; and

WHEREAS, based upon the foregoing, the Corporate Authorities have determined that it is necessary, advisable and in the best interests of the City and its residents to amend Chapter 801, Section 801.16, of the Code as set forth below.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the City Council of the City of Berwyn, County of Cook, State of Illinois, in the exercise of the City’s home rule powers, as follows:

Section 1. The statements set forth in the preambles to this Ordinance are found to be true and correct and are incorporated into this Ordinance as if set forth in full.

Section 2. Chapter 801, Section 801.16, of the Code is hereby amended as

follows:

(a) The Police Department shall charge a mandatory administrative processing fee in the amount of \$50 to any person(s) posting bail or bond in any legal process, civil or criminal, or on any bookable arrest, including a warrant, to be levied and paid at the time of posting of said bail or bond. Any person arrested and charged a mandatory administrative processing fee by the City may, in accordance with the provisions set forth below, petition the City to seek a reimbursement of the mandatory administrative processing fee pursuant to the provision of this Section of these Codified Ordinances.

(b) In the event that the petitioner that paid the mandatory administrative processing fee of \$50.00 is found not guilty or without probable cause, the matter in which the petitioner was charged and required to pay the fee was stricken on leave, nolle prosequi, abated or otherwise dismissed or terminated without adjudication of guilt or liability with an order of supervision entered, or the arrest warrant pertaining to the charge with which the petitioner was charged and required to pay the fee was quashed, the mandatory administrative processing fee shall be returned to the petitioner. The petitioner shall be entitled to a pre-seizure administrative hearing prior to paying the mandatory administrative processing fee to the City.

(c) A Hearing Officer shall be appointed pursuant to the provisions set forth below to adjudicate petitions for reimbursements of the mandatory administrative processing fee. The Hearing Officer shall have successfully completed a formal training program which includes the following:

1. Instruction on the rules of procedure of the administrative hearings over which the Hearing Officer shall preside;
2. Orientation to the applicable subject area;
3. Observation of administrative hearings;
4. Participation in hypothetical cases, including ruling on evidence and issuing final orders; and
5. A Hearing Officer must be an attorney licensed to practice law in the State for at least three years.

The Mayor is hereby authorized to appoint the Hearing Officer to adjudicate the liability of petitioners as well as any other person to any other position that is deemed necessary for the effective and efficient management of the adjudication of hearings for reimbursements of the mandatory administrative processing fee.

(d) The City shall provide the petitioner notice of the time, date and location of the adjudication hearing. Minimally, the notice shall set forth the penalties for failure to appear at the hearing and in all in all respects and instances be made in accordance with all applicable laws.

(e) Service of the notice of the adjudicative hearing shall be made by the person issuing the notice by:

1. Handing the notice to the petitioner or delivering the notice to any person 12 years of age or older at the residence of the petitioner; or
2. Mailing the notice by certified mail, return receipt requested, to the petitioner.

(f) An administrative hearing to adjudicate petitioner's petition for a reimbursement on its merits shall be held at the date, time and place and in the manner set forth in the notice that is served as required by this Section. All administrative hearings shall be recorded and shall culminate in a determination of liability or non-liability, made by the Hearing Officer, who shall consider facts and/or testimony without the application of the formal or technical rules of evidence. Evidence, including hearsay, may be admitted only if it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs. The Hearing Officer shall, upon a determination of liability, assess the relief as deemed equitable. Petitioners may be represented by counsel at their own expense. The Hearing Officer shall be permitted to award a reimbursement if the criminal charge supporting the application of the mandatory administrative processing fee is found not guilty or without probable cause, the matter in which the petitioner was charged and required to pay the fee was stricken on leave, nolle prosequi, abated or otherwise dismissed or terminated without adjudication of guilt or liability with an order of supervision entered, or the arrest warrant pertaining to the charge with which the petitioner was charged and required to pay the fee was quashed.

(g) A final determination of liability shall occur after the Hearing Officer's determination of liability, and the exhaustion of, or the failure to exhaust, any administrative review procedures hereinafter set forth. When a person fails to appear at the administrative hearing to contest the imposition of the mandatory administrative processing fee on the date and at the time and place specified in a prior served notice, the Hearing Officer's determination of liability shall become final either upon the expiration of the time to appeal or a denial of a timely petition to set aside that determination.

(h) Any final decision by a Hearing Officer shall constitute a final determination for purposes of judicial review under the Illinois Administrative Review Law. A finding made under this Section of the Codified Ordinances is a debt due and owing the City and may be collected in accordance with applicable law. A lien shall be imposed on the real estate or personal estate, or both, of the defendant in the amount of any debt due and owing the City under this Section. The lien may be recorded and enforced in

the same manner as a judgment lien pursuant to a judgment of a court of competent jurisdiction. No lien may be enforced under this section until it has been recorded in the manner provided by Article XII of the Code of Civil Procedure or by the Uniform Commercial Code. The Hearing Officer may set aside any judgment entered by default and set a new hearing date upon receipt of a petition filed within 21 days after the issuance of the order of default if the Hearing Officer determines that the petitioner's failure to appear at the hearing was for good cause, or at any time if the petitioner establishes that the City did not provide proper service of process.

Section 3. The officers, employees and/or agents of the City shall take all action necessary or reasonably required to carry out, give effect to and consummate the amendment contemplated by this Ordinance and shall take all action necessary in conformity therewith. The officers, employees and/or agents of the City are specifically authorized and directed to draft and disseminate any and all necessary forms to be utilized in connection with the amendments contemplated by this Ordinance.

Section 4. All prior actions of the City's officials, employees and agents with respect to the subject matter of this Ordinance are hereby expressly ratified.

Section 5. The provisions of this Ordinance are hereby declared to be severable, and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

Section 6. All ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 7. This Ordinance shall be effective ten (10) calendar days after a full, true and complete copy of this Ordinance is published in pamphlet form as provided by the Illinois Municipal Code, as amended.

ADOPTED by the City Council of the City of Berwyn, County of Cook, State of Illinois on this 14th day of February 2012, pursuant to a roll call vote, as follows:

	YES	NO	ABSENT	PRESENT
Chapman				
Boyajian				
Paul				
Skryd				
Santoy				
Polashek				
Avila				
Laureto				
(Mayor Lovero)				
TOTAL				

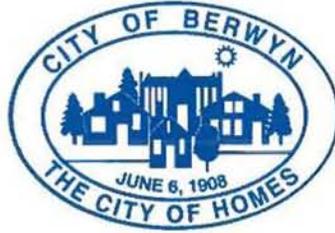
APPROVED this 14th day of February 2012.

 Robert J. Lovero
 MAYOR

ATTEST:

 Thomas J. Pavlik
 CITY CLERK

The City of Berwyn



Anthony T. Bertuca
City Attorney

J-14

A Century of Progress with Pride

February 14, 2012

Honorable Mayor, Robert J. Lovero
And Members of the Berwyn City Council

Re: An Ordinance Amending Chapter 1060: Garbage and Rubbish
Collection and Disposal by Adding 1060.05 E – Penalty for Late Payment

Ladies and Gentlemen:

I am submitting the attached Ordinance for your consideration. This penalty provision was recommended by the Finance Department. The Law Department is requesting your concurrence in the approval of this Ordinance.

Respectfully Submitted,

Anthony T. Bertuca
City Attorney

ATB:kmc

THE CITY OF BERWYN

THE CITY OF BERWYN, ILLINOIS

ORDINANCE

NUMBER

**AN ORDINANCE AMENDING CHAPTER 1060: GARBAGE AND
RUBBISH COLLECTION AND DISPOSAL BY ADDING 1060.05 E –
PENALTY FOR LATE PAYMENT OF THE CODIFIED ORDINANCES OF
THE CITY OF BERWYN, COOK COUNTY, ILLINOIS.**

ROBERT J. LOVERO, Mayor

THOMAS J. PAVLIK, City Clerk

NONA N. CHAPMAN

JEFFREY G. BOYAJIAN

MARGARET PAUL

MICHELE D. SKRYD

CESAR A. SANTOY

THEODORE J. POLASHEK

RAFAEL AVILA

NORA LAURETO

Aldermen

AN ORDINANCE AMENDING CHAPTER 1060: GARBAGE AND RUBBISH COLLECTION AND DISPOSAL BY ADDING 1060.05 E – PENALTY FOR LATE PAYMENT OF THE CODIFIED ORDINANCES OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS.

WHEREAS, the City of Berwyn, Cook County, Illinois (the “City”) is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and perform any function pertaining to its government and affairs (the “Home Rule Powers”); and

WHEREAS, the Mayor and the City Council of the City of Berwyn (the “Corporate Authorities”) have adopted a Business License Ordinance, which has been amended from time to time; and

WHEREAS, the Corporate Authorities have determined that it is in the best interests of the residents of the City to amend the Codified Ordinances as set forth below.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Berwyn, Cook County, Illinois in the exercise of Berwyn's home rule powers as follows:

SECTION 1: That the above recitals and legislative findings are incorporated herein and made a part hereof, as if fully set forth in their entirety.

SECTION 2: The Codified Ordinances of the City of Berwyn, Cook County, Illinois is hereby amended by adding the following new section to Chapter 1060 to read as follows:

1060.05 (E) PENALTY FOR LATE PAYMENT.

The owner of the premises, the occupant thereof and the user of the service shall be jointly and severally liable to pay for the charges for collection on such premises, and the service is furnished to the premises by the City only upon condition that the owner, occupant and user are jointly and severally liable therefore to the City. A penalty of ten percent shall be added to all bills not paid within the allowable time. When the date of billing is a Sunday or a legal holiday, then such bills shall be payable on the next succeeding secular day without any additional penalty.

SECTION 3: All ordinances, resolutions, motions or orders in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect upon its passage approval and publication as provided by law.

INTENTIONALLY LEFT BLANK

ADOPTED this ____ day of February, 2012, pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Chapman				
Boyajian				
Paul				
Skryd				
Santoy				
Polashek				
Avila				
Laureto				
(Mayor Lovero)				
TOTAL				

APPROVED by the Mayor on February _____, 2012.

 Robert J. Lovero
 MAYOR

ATTEST:

 Thomas J. Pavlik
 CITY CLERK

The City of Berwyn



Robert P. Schiller
Director of Public Works

J-15

A Century of Progress with Pride

February 8, 2012

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: Request permission to proceed with Request for Proposals for 2012 Annual Landscape Maintenance.

Staff is requesting approval from the City Council to proceed with the Request for Proposals for the 2012 Seasonal Landscape Maintenance for the Cermak Road, Ogden Avenue and Depot corridors. These proposals includes but not limited to; removal of litter prior to mowing, mowing, de-weeding of sidewalks and periodic trash removal. Maps will be included as part of this RFP to provide a clear understanding of the limits of each area.

This is budgeted for in the 100.26.35.5400 - Public Works Landscape Maintenance account.

Respectfully,

Robert Schiller
Director of Public Works



K. Consent Agenda

The City of Berwyn



Nona N. Chapman
1st Ward Alderman

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6401 Fax: (708) 788-2675
www.berwyn-il.gov

February 10, 2012

Mayor Robert J. Lovero
Members of the City Council
City of Berwyn

SUBJECT: Payroll February 1, 2012

Ladies and Gentlemen:

The current payroll has been prepared for review by the finance department and is ready for approval at the February 14, 2012 meeting.

Payroll: February 1, 2012 in the amount of \$1,652,972.89.

Respectfully Submitted,

Nona N. Chapman
Budget Committee Chairman

The City of Berwyn



Nona N. Chapman
1st Ward Alderman

K-2

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6401 Fax: (708) 788-2675
www.berwyn-il.gov

February 10, 2012

Mayor Robert J. Lovero
Members of the City Council
City of Berwyn

SUBJECT: Payables February 14, 2012 meeting

Ladies and Gentlemen:

The current payables were prepared for review by the finance department and are ready for approval at the February 14, 2012 meeting.

Total Payables: February 14, 2012 in the amount of \$1,239,455.13.

Respectfully Submitted,

A handwritten signature in black ink that reads "Nona N. Chapman". The signature is written in a cursive, flowing style.

Nona N. Chapman
Budget Committee Chairman

Payment Register

From Payment Date: 2/4/2011 - To Payment Date: 2/15/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
01 - General Cash									
<u>Check</u>									
15996	02/01/2012	Open			Accounts Payable	1st Source America	\$2,358.34		
15997	02/01/2012	Open			Accounts Payable	ABC Automotive Electronics	\$190.00		
15998	02/01/2012	Open			Accounts Payable	ABC Commercial Maintenance Services, Inc.	\$3,815.00		
15999	02/01/2012	Open			Accounts Payable	Air One Equipment, Inc.	\$706.10		
16000	02/01/2012	Open			Accounts Payable	Alliance Entertainment	\$1,260.06		
16001	02/01/2012	Open			Accounts Payable	AmAudit	\$961.68		
16002	02/01/2012	Open			Accounts Payable	Amazon.com	\$153.77		
16003	02/01/2012	Open			Accounts Payable	American Library Association	\$290.00		
16004	02/01/2012	Open			Accounts Payable	Anderson Elevator Company	\$150.00		
16005	02/01/2012	Open			Accounts Payable	Antonio Montiel	\$80.93		
16006	02/01/2012	Open			Accounts Payable	Aqua Chill of Chicago # 22	\$258.00		
16007	02/01/2012	Open			Accounts Payable	Armstrong Forensic Engineers, Inc.	\$5,920.00		
16008	02/01/2012	Open			Accounts Payable	Art Lefebvre	\$108.00		
16009	02/01/2012	Open			Accounts Payable	Artisan Electrical Services, Inc.	\$505.00		
16010	02/01/2012	Open			Accounts Payable	Associated Tire and Battery	\$2,241.20		
16011	02/01/2012	Open			Accounts Payable	AT & T	\$17,125.01		
16012	02/01/2012	Open			Accounts Payable	AT & T	\$1,154.88		
16013	02/01/2012	Open			Accounts Payable	AT & T	\$876.95		
16014	02/01/2012	Open			Accounts Payable	AudioGo	\$363.58		
16015	02/01/2012	Open			Accounts Payable	AutoZone, Inc.	\$256.66		
16016	02/01/2012	Open			Accounts Payable	B. Davids Landscaping	\$735.00		
16017	02/01/2012	Open			Accounts Payable	Baker & Taylor Entertainment, Inc.	\$57.60		
16018	02/01/2012	Open			Accounts Payable	Banc of America, Public Capital Corporation	\$5,512.88		
16019	02/01/2012	Open			Accounts Payable	Barbara Ziemba	\$37.13		
16020	02/01/2012	Open			Accounts Payable	Barge Terminal & Trucking	\$1,070.65		
16021	02/01/2012	Open			Accounts Payable	Becky Spratford	\$9.63		
16022	02/01/2012	Open			Accounts Payable	Berwyn Development Corporation	\$1,950.00		
16023	02/01/2012	Open			Accounts Payable	Berwyn Little League	\$300.00		
16024	02/01/2012	Open			Accounts Payable	Berwyn Park District	\$1,350.30		
16025	02/01/2012	Open			Accounts Payable	Berwyn Western Plumbing & Heating	\$1,417.12		
16026	02/01/2012	Open			Accounts Payable	Bill's & Son Clarence Ave Service Station, Inc.	\$101.00		
16027	02/01/2012	Open			Accounts Payable	Blackstone Audiobooks	\$34.50		
16028	02/01/2012	Open			Accounts Payable	Brodart Company	\$143.92		
16029	02/01/2012	Open			Accounts Payable	Cardiac Science Corporation	\$537.20		
16030	02/01/2012	Open			Accounts Payable	CDW Government, Inc.	\$25.32		
16031	02/01/2012	Open			Accounts Payable	Chicago Office Technology Group	\$739.10		
16032	02/01/2012	Open			Accounts Payable	Chromate Corporation	\$1,170.63		
16033	02/01/2012	Open			Accounts Payable	Comcast Cable	\$11.94		
16034	02/01/2012	Open			Accounts Payable	Comcast Cable	\$70.75		
16035	02/01/2012	Open			Accounts Payable	ComEd	\$3,332.85		
16036	02/01/2012	Open			Accounts Payable	ComEd	\$1,076.45		
16037	02/01/2012	Open			Accounts Payable	Commercial Maintenance Chemical Corporation	\$890.66		
16038	02/01/2012	Open			Accounts Payable	Communication Revolving Fund	\$439.15		
16039	02/01/2012	Open			Accounts Payable	Complete Temperature Systems, Inc.	\$2,105.00		

Payment Register

From Payment Date: 2/4/2011 - To Payment Date: 2/15/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
16040	02/01/2012	Open			Accounts Payable	Daedalus Books	\$39.82		
16041	02/01/2012	Open			Accounts Payable	Dell Marketing, LP	\$544.32		
16042	02/01/2012	Open			Accounts Payable	Denise Thompson	\$500.00		
16043	02/01/2012	Open			Accounts Payable	Dennis Haggerty & Tom Ferguson	\$1,475.00		
16044	02/01/2012	Open			Accounts Payable	Diamond Graphics, Inc.	\$5,296.45		
16045	02/01/2012	Open			Accounts Payable	Discovery Awnings & Canopies, Inc.	\$1,850.00		
16046	02/01/2012	Open			Accounts Payable	Don Morris Architects, PC	\$9,242.88		
16047	02/01/2012	Open			Accounts Payable	Dunia Villarreal	\$35.00		
16048	02/01/2012	Open			Accounts Payable	E & M Maintenance Group	\$645.00		
16049	02/01/2012	Open			Accounts Payable	EIS Elevator Inspection Services	\$80.00		
16050	02/01/2012	Open			Accounts Payable	Empire Cooler Service, Inc.	\$92.00		
16051	02/01/2012	Open			Accounts Payable	Federal Express Corporation	\$70.31		
16052	02/01/2012	Open			Accounts Payable	Felco Vending, Inc.	\$180.60		
16053	02/01/2012	Open			Accounts Payable	Fire Safety Consultants, Inc.	\$1,255.00		
16054	02/01/2012	Open			Accounts Payable	Flash Electric Company	\$120.00		
16055	02/01/2012	Open			Accounts Payable	FleetPride Truck & Trailer Parts	\$123.44		
16056	02/01/2012	Open			Accounts Payable	Frank Novotny & Associates	\$7,374.38		
16057	02/01/2012	Open			Accounts Payable	Freeway Ford Truck Sales, Inc.	\$2,284.92		
16058	02/01/2012	Open			Accounts Payable	GALE	\$203.21		
16059	02/01/2012	Open			Accounts Payable	Gaylord Bros, Inc.	\$443.59		
16060	02/01/2012	Open			Accounts Payable	GG'S CAFE	\$50,000.00		
16061	02/01/2012	Open			Accounts Payable	Government Finance Officers Association	\$150.00		
16062	02/01/2012	Open			Accounts Payable	HD Supply Waterworks, LTD	\$15,747.18		
16063	02/01/2012	Open			Accounts Payable	Highsmith Company	\$125.00		
16064	02/01/2012	Open			Accounts Payable	Home Depot Credit Services	\$246.03		
16065	02/01/2012	Open			Accounts Payable	Hurst's Berwyn Jewelers	\$50.00		
16066	02/01/2012	Open			Accounts Payable	IGFOA	\$280.00		
16067	02/01/2012	Open			Accounts Payable	Illinois Department of Employment Security	\$11,213.23		
16068	02/01/2012	Open			Accounts Payable	Illinois Department of Transportation	\$1,104.00		
16069	02/01/2012	Open			Accounts Payable	Illinois Fire Chiefs Association	\$1,800.00		
16070	02/01/2012	Open			Accounts Payable	Illinois State Toll Highway Authority	\$251.40		
16071	02/01/2012	Open			Accounts Payable	Ingram Library Services	\$3,879.72		
16072	02/01/2012	Open			Accounts Payable	Interplan, LLC	\$2,700.00		
16073	02/01/2012	Open			Accounts Payable	Interstate Battery System of Central Chicago	\$367.80		
16074	02/01/2012	Open			Accounts Payable	Jack's Rental, Inc.	\$859.93		
16075	02/01/2012	Open			Accounts Payable	Janel Rysz	\$63.25		
16076	02/01/2012	Open			Accounts Payable	Ji Ting Zheng	\$60.00		
16077	02/01/2012	Open			Accounts Payable	Just Tires	\$1,084.24		
16078	02/01/2012	Open			Accounts Payable	K's Quality Construction, Inc.	\$3,104.00		
16079	02/01/2012	Open			Accounts Payable	Key Government Finance, Inc.	\$24,820.71		
16080	02/01/2012	Open			Accounts Payable	Laconi CSS	\$15.00		
16081	02/01/2012	Open			Accounts Payable	Lake Ridge Building Co.	\$5,741.86		
16082	02/01/2012	Open			Accounts Payable	Laner Muchin Dombrow Becker Levin & Tech, Ltd	\$6,231.23		
16083	02/01/2012	Open			Accounts Payable	Laura Mercado	\$2,300.00		
16084	02/01/2012	Open			Accounts Payable	Lawndale News	\$566.74		
16085	02/01/2012	Open			Accounts Payable	Linda Putnam	\$225.00		

Payment Register

From Payment Date: 2/4/2011 - To Payment Date: 2/15/2012

Number	Date	Status	Void Reason	Reconciled/ Volded Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
16086	02/01/2012	Open			Accounts Payable	Little Village Printing	\$452.30		
16087	02/01/2012	Open			Accounts Payable	Louis G. Mazza	\$1,355.00		
16088	02/01/2012	Open			Accounts Payable	Lyons Tree Service, Inc.	\$9,180.00		
16089	02/01/2012	Open			Accounts Payable	M. K. Sports	\$1,508.00		
16090	02/01/2012	Open			Accounts Payable	Marking Specialists Corporation	\$5,345.15		
16091	02/01/2012	Open			Accounts Payable	Martin Hasler	\$1,425.00		
16092	02/01/2012	Open			Accounts Payable	Max and Donna Daniels	\$300.00		
16093	02/01/2012	Open			Accounts Payable	McDonough Mechanical Services, Inc.	\$491.83		
16094	02/01/2012	Open			Accounts Payable	McGuire's II, LLC	\$150.00		
16095	02/01/2012	Open			Accounts Payable	Medical Reimbursement Services, Inc.	\$5,540.00		
16096	02/01/2012	Open			Accounts Payable	Menards	\$10.18		
16097	02/01/2012	Open			Accounts Payable	Menards	\$46.17		
16098	02/01/2012	Open			Accounts Payable	Menards	\$5.94		
16099	02/01/2012	Open			Accounts Payable	Metro Collision Service / Metro Garage, Inc.	\$100.00		
16100	02/01/2012	Open			Accounts Payable	Metro Motors	\$320.00		
16101	02/01/2012	Open			Accounts Payable	Micro Marketing, LLC	\$6.00		
16102	02/01/2012	Open			Accounts Payable	Midwest Environmental Sales Co., Inc.	\$231.23		
16103	02/01/2012	Open			Accounts Payable	Midwest Tape	\$559.71		
16104	02/01/2012	Open			Accounts Payable	Mike & Sons	\$2,823.00		
16105	02/01/2012	Open			Accounts Payable	MLB Financial Services, LTD	\$85.00		
16106	02/01/2012	Open			Accounts Payable	Monroe Truck Equipment, Inc.	\$1,353.57		
16107	02/01/2012	Open			Accounts Payable	MRA	\$20,633.75		
16108	02/01/2012	Open			Accounts Payable	NAEIR	\$552.50		
16109	02/01/2012	Open			Accounts Payable	Nancy McCully	\$200.00		
16110	02/01/2012	Open			Accounts Payable	National Criminal Justice Reference Services	\$5.00		
16111	02/01/2012	Open			Accounts Payable	National Seed	\$4,576.00		
16112	02/01/2012	Open			Accounts Payable	Nellie Basic	\$19.53		
16113	02/01/2012	Open			Accounts Payable	New World Systems	\$4,800.00		
16114	02/01/2012	Open			Accounts Payable	Nextel Communications	\$868.27		
16115	02/01/2012	Open			Accounts Payable	Nicor Gas	\$569.90		
16116	02/01/2012	Open			Accounts Payable	North American Salt Company	\$96,318.04		
16117	02/01/2012	Open			Accounts Payable	Northern Illinois Police Alarm System	\$4,505.00		
16118	02/01/2012	Open			Accounts Payable	Office Depot	\$382.83		
16119	02/01/2012	Open			Accounts Payable	Office Equipment Sales	\$1,410.48		
16120	02/01/2012	Open			Accounts Payable	Office Equipment Sales	\$584.48		
16121	02/01/2012	Open			Accounts Payable	Oriental Trading Company	\$218.97		
16122	02/01/2012	Open			Accounts Payable	PACE Vanpool	\$400.00		
16123	02/01/2012	Open			Accounts Payable	Paradise 4 Paws	\$79.50		
16124	02/01/2012	Open			Accounts Payable	Patrick N. Murray	\$2,100.00		
16125	02/01/2012	Open			Accounts Payable	Paul Conway Shields	\$156.45		
16126	02/01/2012	Open			Accounts Payable	Paul Gardner	\$540.00		
16127	02/01/2012	Open			Accounts Payable	Pinner Electric Company	\$18,827.13		
16128	02/01/2012	Open			Accounts Payable	Professional Pest Control, Inc.	\$65.00		
16129	02/01/2012	Open			Accounts Payable	RAINBOW BOOK COMPANY	\$3,270.86		
16130	02/01/2012	Open			Accounts Payable	Random House, Inc.	\$844.94		
16131	02/01/2012	Open			Accounts Payable	Ray O'Herron Company, Inc.	\$286.20		

Payment Register

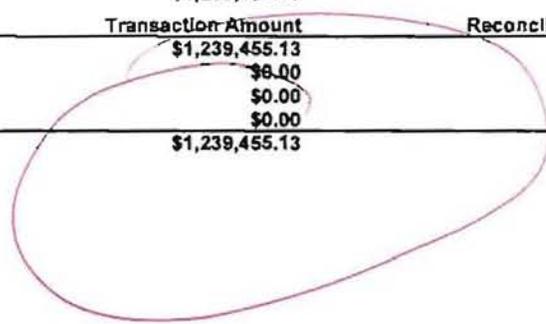
From Payment Date: 2/4/2011 - To Payment Date: 2/15/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
16132	02/01/2012	Open			Accounts Payable	Research Technology International	\$259.95		
16133	02/01/2012	Open			Accounts Payable	Richard C. Dahms	\$1,020.00		
16134	02/01/2012	Open			Accounts Payable	Robert R. Andreas & Sons	\$407.50		
16135	02/01/2012	Open			Accounts Payable	Rose's Catering	\$620.00		
16136	02/01/2012	Open			Accounts Payable	Sam's Club/ GECRB	\$682.42		
16137	02/01/2012	Open			Accounts Payable	School Specialty	\$45.65		
16138	02/01/2012	Open			Accounts Payable	Seguin Services, Inc.	\$15,425.00		
16139	02/01/2012	Open			Accounts Payable	Sherwin Williams	\$267.16		
16140	02/01/2012	Open			Accounts Payable	Showcases	\$123.10		
16141	02/01/2012	Open			Accounts Payable	Sirchie Finger Print Laboratories	\$328.33		
16142	02/01/2012	Open			Accounts Payable	Sprint	\$421.36		
16143	02/01/2012	Open			Accounts Payable	Standard Equipment Company	\$1,165.75		
16144	02/01/2012	Open			Accounts Payable	State Industrial Products	\$630.92		
16145	02/01/2012	Open			Accounts Payable	Storino, Ramello & Durkin	\$3,252.75		
16146	02/01/2012	Open			Accounts Payable	SUBURBAN CONCRETE INC.	\$32,161.04		
16147	02/01/2012	Open			Accounts Payable	Suburban Laboratories, Inc.	\$185.00		
16148	02/01/2012	Open			Accounts Payable	Sunbelt Rentals	\$1,614.25		
16149	02/01/2012	Open			Accounts Payable	Superior Lamp Inc.	\$434.68		
16150	02/01/2012	Open			Accounts Payable	SWAN	\$10,827.61		
16151	02/01/2012	Open			Accounts Payable	Tele-Tron Ace Hardware	\$1,165.48		
16152	02/01/2012	Open			Accounts Payable	The Library Store	\$155.13		
16153	02/01/2012	Open			Accounts Payable	Thomas J. Paviik	\$45.00		
16154	02/01/2012	Open			Accounts Payable	Traffic Control & Protection Inc.	\$1,642.26		
16155	02/01/2012	Open			Accounts Payable	TransAct Technologies Inc.	\$197.86		
16156	02/01/2012	Open			Accounts Payable	Trinary Inc.	\$8,481.60		
16157	02/01/2012	Open			Accounts Payable	U.S. Cellular	\$305.84		
16158	02/01/2012	Open			Accounts Payable	Unique Plumbing	\$78,844.86		
16159	02/01/2012	Open			Accounts Payable	Upstart, Inc.	\$674.15		
16160	02/01/2012	Open			Accounts Payable	US Gas	\$121.60		
16161	02/01/2012	Open			Accounts Payable	Verna Austen	\$16.25		
16162	02/01/2012	Open			Accounts Payable	Vernon Pechous	\$335.34		
16163	02/01/2012	Open			Accounts Payable	Vicki & Rich Ingle	\$200.00		
16164	02/01/2012	Open			Accounts Payable	Vulcan Materials	\$1,029.60		
16165	02/01/2012	Open			Accounts Payable	Walgreens Company	\$30.65		
16166	02/01/2012	Open			Accounts Payable	Warehouse Direct	\$499.95		
16167	02/01/2012	Open			Accounts Payable	West Payment Center	\$28.00		
16168	02/01/2012	Open			Accounts Payable	West Suburban Directed Gang Enforcement	\$750.00		
16169	02/01/2012	Open			Accounts Payable	William Pack	\$325.00		
16170	02/01/2012	Open			Accounts Payable	Zee Medical, Inc.	\$366.00		
16171	02/01/2012	Open			Accounts Payable	John Tarullo	\$2,090.00		
16172	02/02/2012	Open			Accounts Payable	Frank Novotny & Associates	\$6,914.50		
16173	02/02/2012	Open			Accounts Payable	Sam Canino	\$34.63		
16174	02/02/2012	Open			Accounts Payable	Sam's Club/ GECRB	\$83.42		
16175	02/15/2012	Open			Accounts Payable	AETNA - U.S. Healthcare	\$26,533.62		
16176	02/15/2012	Open			Accounts Payable	Fort Dearborn Life Insurance Company	\$5,539.08		
16177	02/15/2012	Open			Accounts Payable	Health Care Service Corporation	\$613,154.17		
Type Check Totals:									
01 - General Cash Totals									
							182 Transactions	\$613,154.17	\$1,239,455.13

Payment Register

From Payment Date: 2/4/2011 - To Payment Date: 2/15/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
				Checks	Status	Count	Transaction Amount	Reconciled Amount	
					Open	182	\$1,239,455.13	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	182	\$1,239,455.13	\$0.00	
				All	Status	Count	Transaction Amount	Reconciled Amount	
					Open	182	\$1,239,455.13	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	182	\$1,239,455.13	\$0.00	
Grand Totals:				Checks	Status	Count	Transaction Amount	Reconciled Amount	
					Open	182	\$1,239,455.13	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	182	\$1,239,455.13	\$0.00	
				All	Status	Count	Transaction Amount	Reconciled Amount	
					Open	182	\$1,239,455.13	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	182	\$1,239,455.13	\$0.00	



The City of Berwyn



Robert J. Lovero
Mayor

K-3

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2567
www.berwyn-il.gov

February 14, 2012

TO: Ladies & Gentlemen of the Berwyn City Council
RE: Notification of Written Orders Entered at the
Conclusion of a Liquor License Hearing Proceeding

Pursuant to the requirements of Section 804.21 (b) (6) of the Berwyn Codified Ordinances, attached you will find an order entered in the following liquor license hearing proceedings:

<u>Case #</u>	<u>Licensee</u>	<u>Location</u>	<u>Decision</u>
12-L-1	Loco Lizard, Inc.	Loco Lizard Cantina & Sport Bar 2717 Ridgeland	\$150 Fine
12-L-2	The Izaguirre Corporation	LaAduana CheckPoint Sports Bar 6736 W. Cermak Road	5-day Suspension, if no violations within 30 days then suspension will be vacated
12-L-3	TLALOC, Inc.	Lalo's Restaurant 3011 S. Harlem	\$200 Fine
12-L-4	The Cocktail Bar, Inc.	Fuggedaboutit 7001 W. 16 th Street	\$150 Fine

Respectfully,

Robert J. Lovero
Mayor

RJL:kmc

The City of Berwyn



Jeffrey G. Boyajian
2nd Ward Alderman

KA

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6402 Fax: (708) 788-2875
www.berwyn-il.gov

February 9, 2012

Honorable Mayor Robert J. Lovero and
Members of City Council

Re: Handicap Sign Application #783 Dolores Campbell
3820 S. Highland Ave.

Mayor and City Council Members:

I concur with the investigating officer's recommendations in the attached handicap sign application to **Deny** this request.

Respectfully,

Jeffrey G. Boyajian
2nd Ward Alderman

Berwyn
Police Department

6401 West 31st Street
Berwyn, Illinois 60402-0733
Phone (708) 795-5600
(Fax) 795-5627 Emergency 9-1-1

**TO: HONORABLE MAYOR ROBERT J. LOVERO AND
MEMBERS OF THE BERWYN CITY COUNCIL**

**FROM: BERWYN POLICE DEPARTMENT
LOCAL ORDINANCE DIVISION**

DATE: February 9, 2012

RE: HANDICAPPED SIGN FOR: Dolores Campbell # 783

**ATTACHED IS A REQUEST FOR A HANDICAPPED SIGN TO BE
ERECTED IN THE CITY OF BERWYN PARKWAY IN FRONT OF:**

3820 S. Highland

PLEASE REVIEW THE ATTACHED PAPERWORK AND ADVISE.

CC: ALDERMAN

Boyajian

<u>SENT</u>	<u>REVIEWED BY</u>	<u>RET</u>	<u>COMMENTS</u>
_____	Public Works	<input type="checkbox"/>	
_____	Traffic Eng	<input type="checkbox"/>	
_____	Alderman	<input type="checkbox"/>	

Handicapped Space/Zone
Public Works Site Inspection

Application # 783

Public Works Director or Designee Robert Schiller

Comments: _____

Meets Public Works Criteria:

Parking Space	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Parking Zone	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Date: 1/13/2012

Police Report # 11-15001

Handicapped Space/Zone
Traffic Engineer Site Inspection

Application # 783

Traffic Engineer or Designee Nicole Campbell

Comments: **APPLICANT HAS A GARAGE AND DRIVEWAY. BACKING OUT OF THE DRIVEWAY IS AN ISSUE, PW HAS RESTRICTED PARKING 5 FEET FROM THE EDGE OF DRIVEWAY WITH THE PAINTING OF YELLOW CURB.**

38

Meets Traffic Criteria for:

Parking Space	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Parking Zone	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

Date: 1/13/2012

Police Report # 11-15001



Berwyn Police Department

6401 West 31st Street
Berwyn, Illinois 60402
708-795-5000
Fax 708-795-5027
Emergency Call 911

Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero
From : Berwyn Police Department Community Service Division
Date : 12/13/2011
Officer: M. Raimondi #192

Applicant Name: Dolores A. Campbell

Address: 3820 S. Highland Ave, Berwyn, IL 60402

Telephone: ..

Nature of Disability: -

Information

Doctor's Note/ Affidavit:

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Interviewed:

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Owner's Support Letter

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

Handicapped Plate

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

Garage:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

Handicapped Placard

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

Driveway:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

Wheelchair:

Off Street:

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

Walker / Cane:

On Street:

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Oxygen:

Meets Police Dept Requirements

Space	Yes	No
Zone	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Report # 11-15001

Ward Alderman:

Staff Recommendation
Approved Denied

OFFICIAL SWORN POLICE REPORT

Berwyn Police Department

6401 West 31st Street Berwyn, IL 60402 (708) 795-5600

Incident#: 11-15001

STATION COMPLAINT UCR 9041 (Applicant File)		DESCRIPTION Applicant File		INCIDENT # 11-15001
REPORT TYPE Incident Report	RELATED CAD # C11-062837	DOT #		HOW RECEIVED Radio
WHEN REPORTED 12/13/2011 11:20	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 3820 S HIGHLAND AV Berwyn, IL 60402			
TIME OF OCCURRENCE 12/13/2011 11:20	STATUS CODE		STATUS DATE	

INVOLVED ENTITIES							
NAME CAMPBELL, DOLORES		DOB	AGE	ADDRESS 3820 S Highland AV Berwyn, IL 60402			
SEX F	RACE White, Caucasian	HGT	WGT	HAIR	EYES	PHONE	
CLOTHING		SSN #	DL #	FBI #			
UCR 9041 (Applicant File) - 0 count(s)			TYPE Reporting Party		RELATED EVENT #		

INVOLVED VEHICLES					
VEHICLE #	STATE IL	TYPE Sedan, 2-door		INVOLVEMENT	VIN #
YEAR	MAKE Ford	MODEL (unknown)	COLOR	COMMENTS	
OWNER Campbell, Dolores					

NARRATIVES

PRIMARY NARRATIVE

Dolores Campbell, who resides at 3820 S. Highland Ave, Berwyn, IL 60402, is requesting handicapped parking signs to be placed in front of her residence. Mrs Campbell suffers from

There is a garage on the premises which Ms. Campbell currently uses to park her and her son's vehicles in. Mrs Campbell relates that it was easier to back out of her driveway when her street was northbound (due to no vehicle being parked to the south of her driveway), but it is difficult for her now that the street is southbound, because there is usually a vehicle parked in the space just north of her driveway.

Due to this reason, Public Works has painted a 5' yellow curb just north of Mrs Campbell's driveway, to allow space for her to back out of her driveway easily.

For the above listed reasons, this officer feels that this application should be denied at this time.

REPORTING OFFICER RAJMONDI, MARGO J	STAR # 192	REVIEWER	STAR #
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OFFICIAL SWORN POLICE REPORT

Berwyn Police Department

6401 West 31st Street Berwyn, IL 60402 (708) 795-5600

Incident#: 11-15001

STATION COMPLAINT UCR 9041 (Applicant File)	DESCRIPTION Applicant File	INCIDENT # 11-15001
REPORT TYPE Incident Report	RELATED CAD # C11-062837	DOT #
WHEN REPORTED 12/13/2011 11:20	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 3820 S HIGHLAND AV Berwyn, IL 60402	HOW RECEIVED Radio
TIME OF OCCURRENCE 12/13/2011 11:20	STATUS CODE	STATUS DATE

ASSISTING OFFICERS

OFFICERS	STAR #

Berwyn
Police Department

6401 West 31st Street
Berwyn, Illinois 60402-0733
Phone (708) 795-5600
(Fax) 795-5627 Emergency 9-1-1

**TO: HONORABLE MAYOR ROBERT J. LOVERO AND
MEMBERS OF THE BERWYN CITY COUNCIL**

**FROM: BERWYN POLICE DEPARTMENT
LOCAL ORDINANCE DIVISION**

DATE: February 8, 2012

RE: HANDICAPPED SIGN FOR: Karen Mladic # 782

**ATTACHED IS A REQUEST FOR A HANDICAPPED SIGN TO BE
ERECTED IN THE CITY OF BERWYN PARKWAY IN FRONT OF:**

3142 S Lombard

PLEASE REVIEW THE ATTACHED PAPERWORK AND ADVISE.

CC: ALDERMAN

Boyajian

<u>SENT</u>	<u>REVIEWED BY</u>	<u>RET</u>	<u>COMMENTS</u>
_____	Public Works	<input type="checkbox"/>	
_____	Traffic Eng	<input type="checkbox"/>	
_____	Alderman	<input type="checkbox"/>	

Handicapped Space/Zone
Public Works Site Inspection

Application # 782

Public Works Director or Designee Robert Schiller

Comments: _____

Meets Public Works Criteria:

Parking Space	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Parking Zone	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Date: 1/13/2012

Police Report # 11-15000

Handicapped Space/Zone
Traffic Engineer Site Inspection

Application # 782

Traffic Engineer or Designee Nicole Campbell

Comments: _____

Meets Traffic Criteria for:

Parking Space	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Parking Zone	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Date: 1/13/2012

Police Report # 11-15000



Berwyn Police Department

6401 West 31st Street
Berwyn, Illinois 60402
708-795-5600
Fax 708-795-5627
Emergency Call 911

Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero
From: Berwyn Police Department Community Service Division
Date : 12/13/2011
Officer: M. Raimondi #192

Applicant Name: Karen Mladic

Address: 3142 S. Lombard Ave, Berwyn, IL 60402

Telephone:

Nature of Disability:

Information

	Yes	No		Yes	No
Doctor's Note/ Affidavit:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interviewed:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Owner's Support Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Handicapped Plate	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Garage:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Handicapped Placard	<input type="checkbox"/>	<input type="checkbox"/>
Driveway:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Wheelchair:	<input type="checkbox"/>	<input type="checkbox"/>
Off Street:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walker / Cane:	<input type="checkbox"/>	<input type="checkbox"/>
On Street:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Oxygen:	<input type="checkbox"/>	<input type="checkbox"/>

Meets Police Dept Requirements	Yes	No
	Space <input type="checkbox"/>	<input type="checkbox"/>
	Zone <input checked="" type="checkbox"/>	<input type="checkbox"/>

Report # 11-15000

Ward Alderman:

Staff Recommendation	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>

Robert J. Lovero
Mavor



James D. Ritz
Chief of Police

CITY OF BERWYN
CLERK'S OFFICE

2011 SEP -1 P 2:34

A Century of Progress with Pride

AFFIDAVIT FOR HANDICAPPED PARKING SIGN

**You must have a Handicap State Plate or Handicap Card
to park any vehicle in a designated Handicap Parking space**

KAREN MLODIC
(Name of Handicapped Applicant)

3142 Lombard
(Address)

(Name of caregiver, if applicable)

(Telephone Number)

(Illinois Handicapped License Plate Number)

(City Vehicle Sticker Number and Year)

(Illinois License Plate Number)

(Illinois Handicap Placard Number)

I hereby affirm that the information provided is true and correct, and it shall be prohibited and unlawful for any person to file a sworn affidavit which said person knows to be false or believes to be false.

[Signature]
(Signature of handicapped person or their legal guardian)

8/21/11
(Date)

Physician must state, by printing below, the nature of the patient's handicap

I hereby certify that the physical conditions of the above named "Handicapped Person" constitutes him/her as a handicapped person as defined under the statutory provision Par. 1-159 (Physically Handicapped Person - Every natural person who has permanently lost the use of a leg or both legs or an arm or both arms or any combination thereof or any person who is so severely disabled as to be unable to move without the aid of crutches or a wheelchair.)

(Physician's Signature)

8/1/11
(Date)

(Print Physician's Name, Address and Telephone Number)

VE. S

**Return the completed form to the Parking Division at the Berwyn Police Department
6401 West 31st Street, Berwyn, Illinois**

OFFICIAL SWORN POLICE REPORT

Berwyn Police Department

6401 West 31st Street Berwyn, IL 60402 (708) 795-5600

Incident#: 11-15000

STATION COMPLAINT UCR 9041 (Applicant File)		DESCRIPTION Applicant File		INCIDENT # 11-15000
REPORT TYPE Incident Report	RELATED CAD # C11-062859	DOT #		HOW RECEIVED On View-Officer
WHEN REPORTED 12/13/2011 12:49	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 3142 S LOMBARD AV Berwyn, IL 60402			
TIME OF OCCURRENCE 12/13/2011 12:49	STATUS CODE		STATUS DATE	

INVOLVED ENTITIES							
NAME		DOB	AGE	ADDRESS			
MLADIC, KAREN				3142 S Lombard AV Berwyn, IL 60402			
SEX	RACE	HGT	WGT	HAIR	EYES	PHONE	
F	White, Caucasian	5' 7"	190	Grey	Brown		
CLOTHING		SID #	DL #	FBI #			
UCR			TYPE	RELATED EVENT #			
9041 (Applicant File) - 0 count(s)			Reporting Party				

NARRATIVES

PRIMARY NARRATIVE

Karen Mladic, , who resides at 3142 S. Lombard Ave, is requesting drop-off zone signs to be placed in front of her residence. Ms Mladic suffers from . There is no garage on the premises nor is there a side driveway. Ms Mladic does not own a vehicle, however she sometimes has the Senior bus or a cab pick her up.

Karen Mladic meets the city and state requirements for being handicapped.

For the above reasons, this officer feels that this application should be considered for approval at this time.

REPORTING OFFICER RAIMONDI, MARGO J	STAR # 192	REVIEWER	STAR #
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OFFICIAL SWORN POLICE REPORT

Berwyn Police Department

6401 West 31st Street Berwyn, IL 60402 (708) 795-5600

Incident #: 11-15000

STATION COMPLAINT UCR 9041 (Applicant File)	DESCRIPTION Applicant File	INCIDENT # 11-15000
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TIME OF OCCURRENCE 12/13/2011 12:49	STATUS CODE	STATUS DATE

ASSISTING OFFICERS

OFFICERS	STAR #

Robert J. Lovero
Mayor



Charles D. Lazzara
Building Director

K-6

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-1427
www.berwyn-il.gov

February 3, 2012

Honorable Robert J. Lovero
Mayor of the City of Berwyn
Members of City Council

Re: Building and Local Improvement Permits

Gentlemen:

Attached hereto is the financial report of Building and Local Improvement Permits issued by the City of Berwyn for the month of January, 2012 along with a copy of Permit Statistics for this same period.

Respectfully,



Charles D. Lazzara, Director
Building Department

CDL:cr
encs.

Report Of Building Permits Issued By The City Of Berwyn

Friday, February 03, 2012

Between: 1/1/2012 And 1/31/2012

Name and Address			Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Keystone Ventures LLC	7170 W. Cermak Road #E	INTERIOR BUILD OUT FOR PLAY-N-TRADE. - CALL JOE FOR FINAL ROOF INSPECTION (630)901-8249	1/10/2012	Bldg-B 7620-0	\$18,100.00	\$2,210.00
Keystone Ventures LLC	7180 W. Cermak Road #F	INTERIOR BUILDOUT OF VITAMIN SHOPPE	1/11/2012	Bldg-B 7621-0	\$22,600.00	\$911.00
Louis Dominick Miceli	1846 S. East Avenue	RADIATORS TO FORCED AIR, DUCTWORK & A/C - INST. CHIM ALUM. LINER WITH INSUL. - INST. NEW ATTIC BEDROOM WITH EGRESS WINDOW. R/R KITCHEN & BATH CABINETS & SINK, & TUB IN BATHRM. GUTTERS, S/F, RESIDE GARAGE, R/R REAR YARD SIDEWALK, R/R WINDOWS...BDRM & ATTIC	1/24/2012	Bldg-B 7623-0	\$22,000.00	\$950.00
Keystone Ventures LLC	7160 W. Cermak Road #D	INTERIOR BUILD OUT FOR WIRELESS PHONE RETAIL STORE	1/24/2012	Bldg-B 7624-0	\$120,000.00	\$7,860.00
Miguel Avalos	1427 S. Harvey Avenue	REPAIR PLUMBING VIOLATIONS - BSMT WALLS MUST BE BROUGHT BACK TO OPEN UNFINISHED.- INT. WALLS TO COME DOWN-PERIMETER WALLS COULD STAY. REINSTALL PREV PLUMBING TO CODE. - INST. WATER HEATER, CALL FOR INSP. OF WINDOWS INSTALLED IN 2006. ELEC: INST. PIPING	1/26/2012	Bldg-R 6243-1	\$2,000.00	\$495.00
Pioneer of Berwyn, Inc.	6728 W. Cermak Road	BRIING IN HEAVY EQUIPMENT TO INSTALL MAGNETIC RESONANCE IMAGING MACHINE.	1/24/2012	Bldg-R 7594-2	\$5,000.00	\$50.00
Leticia Cadena & Silvia Cadena	1838 S. Elmwood Avenue	ELECTRIC RE INSPECTION	1/27/2012	Bldg-R 7595-1	\$0.00	\$50.00
Green / Radecki	6928 W. Pershing Road	FINAL BUILDING REINSPECTION	1/27/2012	Gar-R 7608-1	\$0.00	\$50.00
			Totals		<u>\$189,700.00</u>	<u>\$12,576.00</u>

8 Building Permits Issued During Period

Permits Issued By The Building Department

Friday, February 03, 2012

Between: 1/1/2012 And 1/31/2012

<u>Building</u>	Permits Issued: 7	Cost of Improvements: \$189,700.00
<u>Dumpster</u>	Permits Issued: 4	Cost of Improvements: \$0.00
<u>Electrical</u>	Permits Issued: 19	Cost of Improvements: \$18,975.00
<u>Fence</u>	Permits Issued: 2	Cost of Improvements: \$300.00
<u>Garage</u>	Permits Issued: 1	Cost of Improvements: \$0.00
<u>HVAC</u>	Permits Issued: 15	Cost of Improvements: \$58,500.00
<u>Local Improvement</u>	Permits Issued: 69	Cost of Improvements: \$367,903.64
<u>Plumbing</u>	Permits Issued: 17	Cost of Improvements: \$33,091.00
<u>Preliminary Inspection</u>	Permits Issued: 2	Cost of Improvements: \$0.00
<u>Roofing</u>	Permits Issued: 23	Cost of Improvements: \$156,105.00
<u>Sign</u>	Permits Issued: 8	Cost of Improvements: \$28,500.00
	Total Permits: <u>167</u>	Total Improvements: <u>\$853,074.64</u>

Fees Collected

Building Permit	\$2,575.00
Final Building	\$1,725.00
Local Improvement Permit	\$5,970.00

Permits Issued By The Building Department

Friday, February 03, 2012

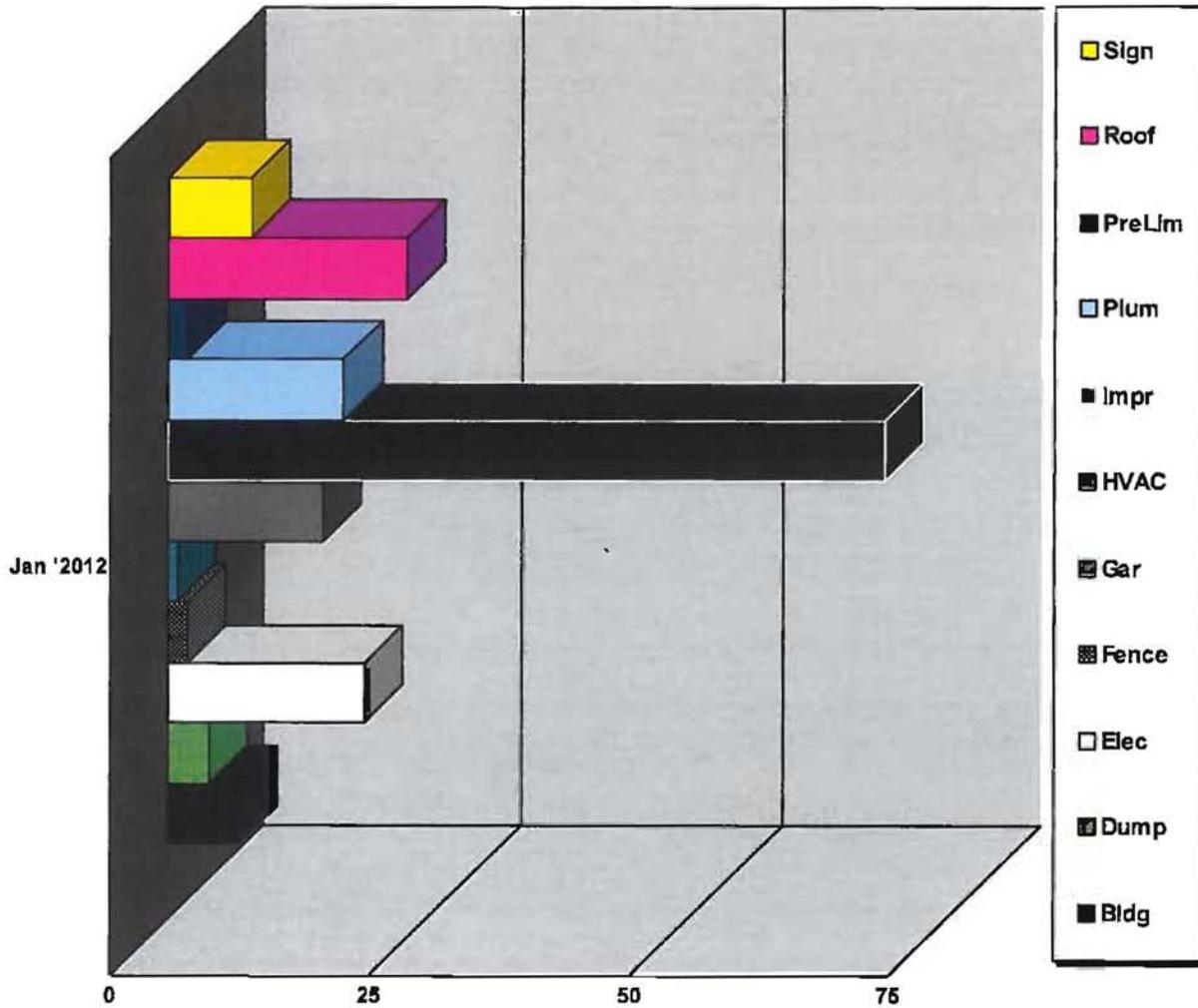
Between: 1/1/2012 And 1/31/2012

Electrical Fees	\$555.00
Electric (Underground)	\$50.00
Electrical Service	\$150.00
Electrical Inspection	\$3,950.00
Signs	\$1,065.00
Framing Inspection	\$1,330.00
Inspection	\$3,205.00
Fence Fees	\$145.00
Plumbing Fees	\$825.00
Plumbing Inspection	\$3,000.00
Plumbing Inspection (Underground)	\$450.00
Post Hole Inspection	\$240.00
HVAC Permit	\$785.00
HVAC Inspection	\$2,150.00
Service Charge	\$2,616.00
Insulation/Fire Stopping Inspection	\$775.00
Dumpster	\$600.00
Pre-Pour Inspection	\$100.00
Stack Test	\$250.00
Fine - Working Without Permit	\$200.00
Roof Covering Fees	\$2,305.00
Gas Pressure	\$50.00
Fire Department	\$550.00
Health Department	\$50.00
Plan Review Fee - w/Permits	\$1,172.88
Total Fees Collected	\$36,838.88

Permits Issued

Friday, February 3, 2012 11:23 AM

For Period Beginning 1/1/2012 And Ending 1/31/2012



Permit Detail

2012	January	Bldg	7
2012	January	Dump	4
2012	January	Elec	19
2012	January	Fence	2
2012	January	Gar	1
2012	January	HVAC	15
2012	January	Impr	69
2012	January	Plum	17
2012	January	PreLim	2
2012	January	Roof	23
2012	January	Sign	8

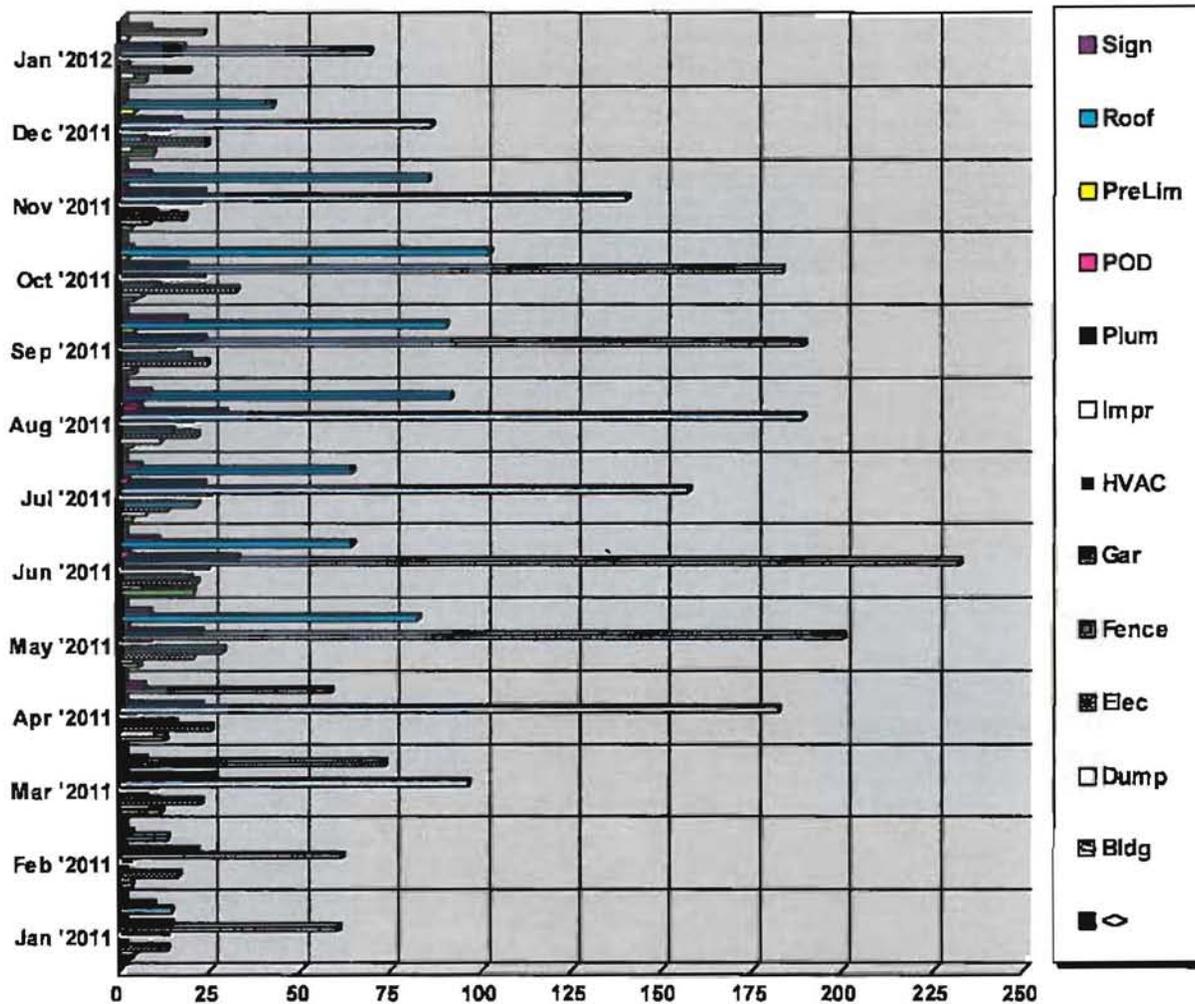
187

Total Permits Issued 167

Permits Issued

Friday, February 3, 2012 11:23 AM

For Period Beginning 1/1/2011 And Ending 1/31/2012



Permit Detail

2012	January	Bldg	7	2011	November	Bldg	3
2012	January	Dump	4	2011	November	Dump	8
2012	January	Elec	19	2011	November	Elec	18
2012	January	Fence	2	2011	November	Fence	9
2012	January	Gar	1	2011	November	Gar	8
2012	January	HVAC	15	2011	November	HVAC	23
2012	January	Impr	69	2011	November	Impr	140
2012	January	Plum	17	2011	November	Plum	23
2012	January	PreLim	2	2011	November	POD	1
2012	January	Roof	23	2011	November	PreLim	1
2012	January	Sign	8	2011	November	Roof	85
			167	2011	November	Sign	8
2011	December	Bldg	9	2011	October	Bldg	4
2011	December	Dump	3	2011	October	Dump	8
2011	December	Elec	24	2011	October	Elec	32
2011	December	Fence	6	2011	October	Fence	10
2011	December	Gar	6	2011	October	Gar	4
2011	December	HVAC	14	2011	October	HVAC	24
2011	December	Impr	66	2011	October	Impr	183
2011	December	Plum	16	2011	October	Plum	18
2011	December	POD	1	2011	October	POD	1
2011	December	PreLim	4	2011	October	PreLim	2
2011	December	Roof	42	2011	October	Roof	102
2011	December	Sign	1	2011	October	Sign	3

Permit Detail

2011	September	Bldg	4
2011	September	Dump	3
2011	September	Elec	24
2011	September	Fence	19
2011	September	Gar	1
2011	September	HVAC	16
2011	September	Impr	189
2011	September	Plum	23
2011	September	POD	1
2011	September	PreLim	4
2011	September	Roof	90
2011	September	Sign	18

392

2011	August		1
2011	August	Bldg	3
2011	August	Dump	11
2011	August	Elec	21
2011	August	Fence	14
2011	August	Gar	9
2011	August	HVAC	21
2011	August	Impr	189
2011	August	Plum	29
2011	August	POD	5
2011	August	PreLim	1
2011	August	Roof	91
2011	August	Sign	8

403

2011	July	Bldg	3
2011	July	Dump	7
2011	July	Elec	13
2011	July	Fence	21
2011	July	Gar	9
2011	July	HVAC	26
2011	July	Impr	157
2011	July	Plum	23
2011	July	POD	2
2011	July	Roof	84
2011	July	Sign	5

330

2011	June		1
2011	June	Bldg	20
2011	June	Dump	6
2011	June	Elec	21
2011	June	Fence	19
2011	June	Gar	8
2011	June	HVAC	25
2011	June	Impr	232
2011	June	Plum	32
2011	June	POD	2
2011	June	Roof	84
2011	June	Sign	10

440

2011	May	Bldg	5
2011	May	Dump	4
2011	May	Elec	20
2011	May	Fence	28
2011	May	Gar	3
2011	May	HVAC	9
2011	May	Impr	200
2011	May	Plum	22
2011	May	POD	2
2011	May	Roof	82
2011	May	Sign	8

383

2011	April		1
2011	April	Bldg	12
2011	April	Dump	9
2011	April	Elec	25
2011	April	Fence	15
2011	April	Gar	2
2011	April	HVAC	5
2011	April	Impr	182
2011	April	Plum	22
2011	April	POD	1
2011	April	Roof	58
2011	April	Sign	8

338

2011	March	Bldg	11
2011	March	Dump	8
2011	March	Elec	22
2011	March	Fence	7
2011	March	Gar	1
2011	March	HVAC	11
2011	March	Impr	96
2011	March	Plum	28
2011	March	Roof	73
2011	March	Sign	7

282

2011	February	Bldg	3
2011	February	Dump	3
2011	February	Elec	16
2011	February	Fence	1
2011	February	HVAC	4
2011	February	Impr	61
2011	February	Plum	21
2011	February	Roof	13
2011	February	Sign	3

125

2011	January	Bldg	3
2011	January	Dump	4
2011	January	Elec	13
2011	January	Gar	1
2011	January	HVAC	14
2011	January	Impr	60
2011	January	Plum	14
2011	January	POD	1
2011	January	Roof	14
2011	January	Sign	9

133

Permit Detail

Total Permits Issued 3901

Robert J. Lovero
Mayor



Collections and
Licensing

K-7

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 749-8910
www.berwyn-il.gov

February 8, 2012

Honorable Mayor Robert J. Lovero
And Members of the City Council
Berwyn City Hall
Berwyn, Illinois 60402

Dear Mayor and Council Members:

Attached please find a list of business licenses which were issued by the Collection and Licensing department for the month of January, 2012. Included are; storefronts, phone use only businesses as well as out of town contractors. I am also providing a list of businesses that have applied for a license with a current status of Application Review/Pending as well as businesses waiting for inspections with a status of Inspections Pending.

Respectfully,

Susan Bradley
For John Wysocki
Finance Director

BERWYN BUSINESSES - LICENSED IN JANUARY, 2011 (STOREFRONTS)

<u>NAME</u>	<u>ADDRESS</u>	<u>CORP. NAME OR OWNERS NAME</u>	<u>COMMENTS</u>
Antronio's Bar & Grill	6317-19 W. Roosevelt Road	Jose A. Casco	Restaurant & Bar (773) 715-6302
Zaim Food, Inc.	6830 W. Cermak Road	Hamdoun Kandah	Grocery Store (773) 294-7273

**BUSINESS LICENSES ISSUED FOR JANUARY, 2012
OUT OF TOWN CONTRACTORS**

Page 1

<u>NAME</u>	<u>ADDRESS</u>	<u>CORP. NAME OR OWNERS NAME</u>	<u>COMMENTS</u>
Johnson Floor Company	9690 W. 55th, Countryside	Johnson Floor Co., Inc.	Contractor (Carpet/Tile/Wood)
Dial One All Subur Elec	810 Archer, Arlington Hgts.	Dial One All Suburban Elec, Inc.	Contractor (Electrical)
Lew's Electrical	5125 Division , Chicago	Lew's Electrical, Inc.	Contractor (Electrical)
Rays Home Services	6348 Latrobe, Chicago	Rays Home Services, Inc.	Contractor (Electrical)
Diamond Rigging Corp.	680 Kingland, Batavia	Diamond Rigging, Corporation	Contractor (Equipment Installer)
Shamrock Fire Protection	7315 Alpine, Loves Park	Greg McElroy	Contractor (Fire Sprinkler)
A Interiors	3744 Eastwood, Chicago	A Interiors, Corporation	Contractor (General)
McShane-Hibbitts, Inc.	513 Elgin, Forest Park	McShane-Hibbitts, Inc.	Contractor (General)
Hussmann Services, Corp	890 Remington, Bolingbrook	Hussmann Services, Corp.	Contractor (HVAC)
Sherman Mechanical, Inc.	1075 Alexander, Cary	Sherman Mechanical, Inc.	Contractor (HVAC & Plumbing)
Mark Kolecke Plumbing	3806 57th, Cicero	Mark Kolecke Plumbing, Inc.	Contractor (Plumbing)
Atlantic Roofing	11 Jaymia, Lemont	Atlantic Roofing Group	Contractor (Roofing/Sheet Metal)
Best Windows, Inc.	1112 Cleveland, LaGrange	Best Windows, Inc.	Contractor (Window & Door)

Application Review

Business Name	Address	Last Update	Phone	ID #
<i>Raymond's Tacos and Burritos</i> 6401 W. 34th Street	Berwyn IL 60402	7/8/2010	(708)	12365
Total Businesses				1

Application Pending

Business Name	Address	Last Update	Phone	ID #
<i>Andies Investment</i>			(708) 795-2909	12367
6847 W. Cermak Road	Berwyn IL 60402	7/8/2010		
<i>Lagniappe, LLC</i>			(312) 651-2037	11541
2905 S. Ridgeland Avenue	Berwyn IL 60402	7/8/2010		
Total Businesses				2

Inspections Pending

Business Name	Address	Last Update	Phone	ID #
<i>Enterprise Rent -a- Car</i> 6301 W. Ogen Avenue Berwyn IL 60402		9/29/2011	(708) 749-2000	12778
<i>Excalibur Tattoo Inc.</i> 2913 S. Harlem Avenue Berwyn IL 60402		1/11/2012		12971
<i>Fernando Fuentes D.B.A. Roberto's Place</i> 3244 S. OakPark Avenue Berwyn IL 60402		2/1/2012		13011
<i>Jessica Calek D.B.A. 22</i> 6910 W. Cermak Road Berwyn IL 60402		12/21/2011		12943
<i>K ' Natural Inc.</i> 6610 W. Cermak Rd. Berwyn IL 60402		6/9/2011	(708) 788-7900	12533
<i>KRM REO LLC d,b,a KRM Realty</i> 6938 Windsor Avenue Berwyn IL 60402		2/6/2012		13017
<i>Munoz Medical Center LLC</i> 3100 South Oak Park Avenue Berwyn IL 60402		8/22/2011	(708) 484-2600	12702
<i>Pav Realtors</i> 6308 W. Cermak Road Berwyn IL 60402		4/1/2011	(708) 795-7100	10965
<i>Roosevelt Bar Inc.</i> 7005 W. Roosevelt Road. Berwyn IL 60402		11/1/2011	(708) 393-2596	12725
<i>Union Arms Company</i> 6340 W. 26th Street Berwyn IL 60402		8/30/2010	(708) 646-5605	12366
Total Businesses				10

COMBINED VETERANS OF BERWYN



American Legion Post 256 – Italian American War Veterans Post 1 – VIETNOW
Veterans of Foreign Wars Post 2378 – American Legion Post 422

K-8

Clerk Pavlik,

Please place the Combined Veterans of Berwyn schedule for 2012 on the agenda for next city council meeting for approval. If any of the wards have a need for a flag ceremony, etc please feel free to contact me at any time.

Again thank you and your family for all your support of our veterans over the years.

Thank you,

Frank Amaro
Combined Veterans of Berwyn

cc: Mayor Robert Lovero
Combined Veterans of Berwyn Board

COMBINED VETERANS OF BERWYN



American Legion Post 256 – Italian American War Veterans Post 1 – VIETNOW
Veterans of Foreign Wars Post 2378 – American Legion Post 422

2012 Combined Veterans of Berwyn Schedule

Poppy Days

May 17 – May 27, 2012

Veteran Organizations Poppy Sales (American Legion Post 256, Veterans of Foreign Wars Post 2378, VIETNOW, Italian American War Veterans Post 1, American Legion Post 422)

Memorial Weekend Parade

Sunday May 27, 2012

1400 hrs Memorial Day Parade / (Oak Park Avenue – from Winsor to 41st Street)
1600 hrs Traditional ceremony at Cemetery
1630 hrs Refreshments at the Cemetery

Memorial Day Ceremonies

Monday May 28, 2012

1100 hrs Traditional ceremony at the Berwyn Health Department
1130 hrs Traditional ceremony at City Hall

Flag Day Ceremony

Thursday June 14, 2012

1000 hrs Veterans Blood Drive (All Day)
1100 hrs Ceremony TBD
1200 hrs Flag Day Picnic TBD
1200 hrs Flag retirement (2 hours) for community at TBD (Clear all with Berwyn Fire Department prior to start)

Flag Sales

June 25 – July 4, 2012

Veteran Organizations Flag Sales (American Legion Post 256, Veterans of Foreign Wars Post 2378, VIETNOW, Italian American War Veterans Post 1, American Legion Post 422)

4th of July Ceremony

Wednesday July 4, 2012

0600 hrs Ceremony at each of the locations listed below: (13 locations)
1. Morton West High School
2. Berwyn Library
3. Proksa Park
4. Berwyn Recreation Department
5. Berwyn Police Department
6. Berwyn Park District Liberty Center
7. Berwyn Health Department
8. Berwyn City Hall
9. Serenity Park
10. Mray Park Berwyn park District
11. Berwyn Fire House #2 (North Station)

COMBINED VETERANS OF BERWYN



American Legion Post 256 – Italian American War Veterans Post 1 – VIETNOW
Veterans of Foreign Wars Post 2378 – American Legion Post 422

12. North Berwyn Park District
 13. VFW Post 2378
 14. American Legion Post 256
- * Police escort requested

National Night Out

Tuesday August 7, 2012

1600 hrs Booth or canopy tent near gate, displays, etc.

Sunset Retire Colors at sunset, Details to come from City

World War I Memorial

Saturday September 8, 2012

1100 hrs Memorial for World War during the Route 66 car show, details to come.

Houby Day Parade

Sunday October 7, 2012

TBD Parade and displays

Veterans Day Breakfast

Sunday November 11, 2012

0900 hrs Veterans Breakfast (TBD) Sponsorship needed

1100 hrs Ceremony at Berwyn Public Library

1800 hrs Flag Retirement Ceremony at American Legion Post 256

Thanksgiving Day Dinner

Thursday November 22, 2012

1230hrs Mayor Lovero giving thanks program for Thanksgiving Dinner

Present flags and volunteers, Liberty Center – Berwyn park District

Baskets for the Needy

Saturday December 15, 2012

0900hrs Mayor Lovero Holiday Program for Christmas

Sponsor and volunteers

Christmas Day with the Sailors

Tuesday December 25, 2012

TBD 7th Annual Sailors in Berwyn for Christmas at SkyLite West Banquets

*Any request from the City of Berwyn will need to be directed to Combined Veterans of Berwyn
2012 Coordinator Frank Amaro to be placed on the monthly agenda.

COMBINED VETERANS OF BERWYN



American Legion Post 256 – Italian American War Veterans Post 1 – VIETNOW
 Veterans of Foreign Wars Post 2378 – American Legion Post 422

2012 Combined Veterans of Berwyn

2012 Chairman	Comrade Robert Tinson
2012 Coordinator	Comrade Frank Amaro
Member	American Legion Post 256 Commodore Barry
Member	Italian American War Veterans Filippo Mazzei Post 1
Member	Vietnow Cicero / Berwyn Chapter
Member	Veterans of Foreign Wars Post 2378
Member	American Legion Post 422

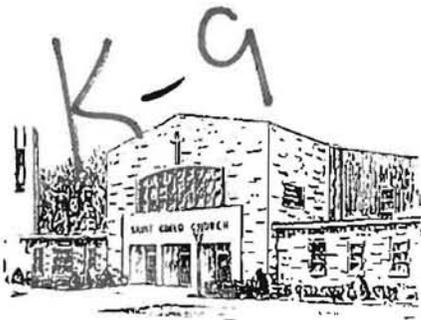
Vote:	Organization:	Representative:
1	American Legion Post 256 Commodore Barry	Commander Benjamin Pennacchio
1	Italian American War Veterans Post 1	Commander Wayne Parthun
1	Vietnow Cicero/Berwyn Chapter	President Gary Krzewkowski
1	Veterans of Foreign Wars Post 2378	Commander Robert Tinson
1	American Legion Post 256	Commander Donald Gracanin
	Past CVB Chairman 2005	Wayne Parthun (American Legion Post 422)
1	Past CVB Chairman 2006	Jack Meshek (VFW Post 2378)
	Past CVB Chairman 2007	Ben Pennacchio (American Legion 256)
1	Past CVB Chairman 2008	*Roy Kalina (Amvets Post 24)
	Past CVB Chairman 2009	Gary Krzewkowski (Vietnow)
	Past CVB Chairman 2010	Ben Pennacchio (representing the American Legion)
1	Past CVB Chairman 2011	Frank Amaro (IAWV Post 1)

(must be present or notify the chairman in writing for ballot to be cast – you may only vote once, total votes this year is seven, six plus chairman)

*(*Indicates comrade is deceased)*

Host Post Schedule 2012 – 2020

2012	Veterans of Foreign Wars Post 2378
2013	American Legion 422
2014	Vietnow
2015	American Legion 256
2016	Italian American War Veterans Post 1
2017	Veterans of Foreign Wars Post 2378
2018	American Legion Post 422
2019	Vietnow
2020	American Legion Post 256
2021	Italian American War Veterans Post 1



SAINT ODILO CATHOLIC CHURCH

2244 East Avenue - Berwyn, Illinois 60402

Phone 708-484-2161 - Fax 708-788-0565

www.saintodilo.org

85 years
of
Strength
Service
Love
(1927 - 2012)

The National Shrine of the Poor Souls

January 30, 2012

To Whom It May Concern

We would like to have permission to block Vacin Parkway on February 19 from 1-6PM for parking for our annual symphony concert. We would block it at East Avenue and Clarence Avenue. Also we are requesting barricades from the city.

Contact Joseph Schnitzer at 708-341-3141 when the permit is ready.

Thank you very much,

A handwritten signature in black ink that reads 'Rev. Anthony Brankin'. The signature is written in a cursive style.

Rev. Anthony Brankin

Pastor

K-10

02-08-2012

TO: City Clerk of Berwyn: Mr. Tom Pavik

RE: Permission for St. Odilo Parish to have a St. Joseph procession to be held on Saturday March 17th, 2012.

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02-08-2012

Mr. Pavlik,

My name is Camillo Bruno and I belong to the St. Odilo Parish. I am asking for permission to have a St. Joseph procession to be held on Saturday March 17th, 2012.

The procession will start at 11:30 am and will proceed around the block into the church. I have attached a copy of the route. There will be approximately 100-150 people.

If you have any further questions, you can contact me

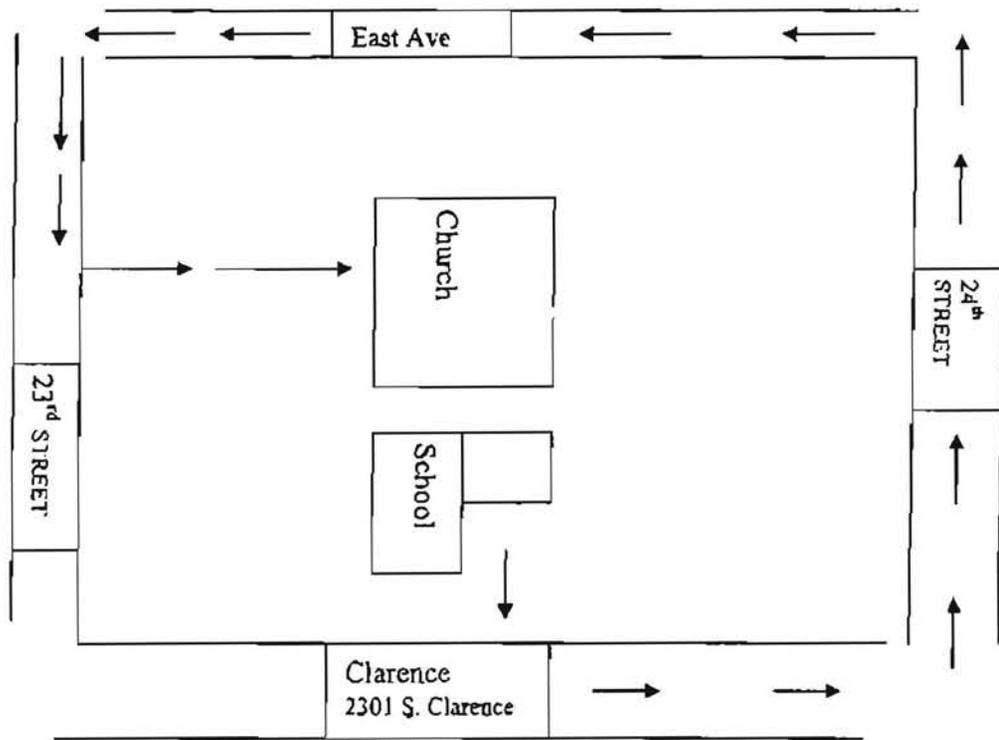
You can send your response to my

Thank you for your consideration of this matter,

Camillo Bruno



Event Organizer



Procession Route for St. Joseph Day
Saturday, March 17th, 2012 at 11:30 am