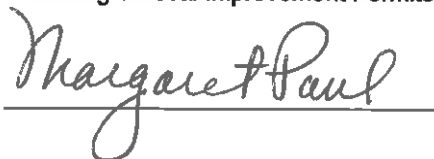


October 9, 2018  
8:00 PM

The Mayor and City Council welcome you. Please note: comments are permitted only during Open Forum and only for items not already on the agenda. When called upon by the Mayor, kindly state your name and address for the record. Thank you for your participation.

- A. **Pledge of Allegiance and Moment of Silence**
- B. **Open Forum**
- C. **Approval of Minutes**
  - 1. Regular City Council and Committee of the Whole meetings held on 9/25/2018
- D. **Bid Openings**
- E. **Berwyn Development Corp., Berwyn Township/Health District**
  - 1. BDC: Proposed Services Contract with the Berwyn Development Corporation – Resolution
  - 2. BDC: Commercial Loan & Microloan Program Manual – Resolution
- F. **Reports from the Mayor**
  - 1. Appointment of Thomas J. O'Halloran as Deputy Chief of Police
  - 2. Appointment of Loretta J. Shumate to the Historic Preservation Commission
  - 3. Proclamation: Illinois' 200<sup>th</sup> birthday
- G. **Reports from the Clerk**
- H. **Zoning Boards of Appeals**
  - 1. Request for Certain Amendments to the Text of the Zoning Code Relative to Public Hearing Notices, Use Variations, Map and Text Amendment Procedures, and Places of Worship Use Designations
- I. **Reports from the Aldermen, Committees and Board**
  - 1. Ald. Lennon: LGBT History Month
  - 2. Ald. Reardon: Sexual Harassment Policy and Culture meeting minutes held on 9/26/2018 & 10/1/2018
  - 3. Ald. Reardon: Report and Recommendations of Sexual Harassment Policy and Culture Ad hoc Committee
  - 4. Ald. Reardon: Draft Policy against Sexual Harassment, Discrimination and Sexual Conduct
  - 5. Ald. Ruiz: Handicap Parking Application – 1820 S. Wesley – Approve
  - 6. Ald. Ruiz: Communications
- J. **Reports from the Staff**
  - 1. Police Chief: Life Saving Recognition Award
  - 2. City Attorney: Settlement of Case Nos. 2018 WC 009829 & 2018 WC 009830
  - 3. Finance Director: Surplus Property 1997 GMC Yukon
  - 4. Finance Director: Surplus Property 1987 Chevrolet Suburban Silverado
  - 5. Building Director: Demolition of 2538 S. Grove Avenue
  - 6. Building Director: Remodeling City Hall/CDBG
  - 7. Public Works Director: Recommendation to award for the Program Year 2017 CDBG water main & sewer section replacements and roadway improvement projects
- K. **Consent Agenda**
  - 1. Payroll: 10/3/2018 in the amount of \$1,139,356.48
  - 2. Payables: 10/9/2018 in the amount of \$1,738,092.52
  - 3. Christian Congregation of Jehovah's Witnesses: Community Service October – December
  - 4. Block Party – 2300 block of Scoville – 10/20/2108 RD 10/21/2018
  - 5. Handicap Parking Application #1220 – 1517 S. Maple – Approve
  - 6. Building & Local Improvement Permits issued in the month of September, 2018



City Clerk Margaret Paul

Total Items: 26



C-1

**MINUTES**  
**Regular Berwyn City Council Meeting**  
**September 25, 2018**

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1. The Regular Meeting of the Berwyn City Council was called to order by Mayor Lovero at 8:00 p.m. The following Aldermen responded present upon the call of the roll: Lennon, Ramirez, Reardon, Fejt, Santoy, Ruiz, Avila and Garcia.
2. The Pledge of Allegiance was recited. A moment of silence was given for the safety of the men and women protecting us on the streets of Berwyn.
3. The Open Forum portion of the meeting was announced. Greg Hopper of the Combined Veterans of Berwyn thanked City Council for their support and assistance with the Welcome Home Barbeque. Berwyn Development Corporation President Andy Sotiropolous thanked everyone for their assistance with the 18th Annual Oktoberfest. Waste Management Public Sector Representative Vaughn Kuerschner presented a \$2,000 Think Green Grant award to the city to use for tree planting. Mayor Lovero announced that Waste Management's "At Your Door Special Collection Program" would begin on October 1st. Mayor Lovero also announced the West Suburban Mass Transit District had reconsidered and awarded a grant to Berwyn for public art along the BNSF corridor in the Depot District. Alderman Ruiz regretfully canceled the 6th Ward Block Party. Aldermen Ramirez invited all to attend the Pie Bake-Off on September 29<sup>th</sup> and the Berwyn Historical Society's 12th Annual Berwyn "Bungalows and More" house tour on September 30<sup>th</sup>.
4. Minutes for the following meetings were submitted: Regular Berwyn City Council and Committee of the Whole held on September 11, 2018. Thereafter, Avila made a motion, seconded by Fejt, to approve the minutes as submitted and place same on file for audit. The motion carried by a voice vote.
5. Avila made a motion, seconded by Santoy, to suspend the rules and bring forward agenda item J-1. Motion carried. Item J-1 is a communication from City Attorney Anthony Bertuca and ordinance entitled: **An Ordinance Replacing Chapter 240 of the Code of Ordinance of the City of Berwyn – Emergency Management Agency**. Thereafter, Avila made a motion, seconded by Lennon, to concur, **adopt** the ordinance as presented and authorize the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.
6. Mayor Lovero submitted a communication requesting the appointment of Anthony J. Laureto to the position of Director of the Berwyn Emergency Management Agency. Thereafter, Avila made a motion, seconded by Lennon, to concur and approve the appointment as submitted. The motion carried by a voice vote.
7. Mayor Lovero submitted a communication requesting the appointment of John J. Diebold to the position of Deputy Director of the Berwyn Emergency Management Agency. Lennon made a motion, seconded by Fejt, to concur and approve the appointment as submitted. The motion carried by a voice vote. Thereafter, Clerk Paul administered the Oath of Office.
8. Mayor Lovero submitted a communication requesting the appointment of Tony Reyes to the Berwyn Historic Preservation Commission for a three year term. Avila made a motion, seconded by Santoy, to concur and approve the appointment as submitted. The motion carried by a voice vote. Thereafter, Clerk Paul administered the Oath of Office.
9. Mayor Lovero submitted a communication requesting the reappointment of Edward Brown to the Berwyn Historic Preservation Commission for a three year term. Avila made a motion, seconded by Fejt, to concur and approve the reappointment as submitted. The motion carried by a voice vote. Thereafter, Clerk Paul administered the Oath of Office.
10. Mayor Lovero submitted a proclamation congratulating Dennis Martir. Thereafter, Avila made a motion, seconded by Ruiz, to concur, **adopt** the proclamation as presented and authorize the corporate authorities to affix their signatures thereto. The motion carried by a voice vote.

**Berwyn City Council Minutes**  
**September 25, 2018**

11. Mayor Lovero submitted a resolution in support of Hispanic Heritage month. Thereafter, Avila made a motion, seconded by Ruiz, to concur, **adopt** the resolution as presented and authorize the corporate authorities to affix their signatures thereto. The motion carried by a voice vote.
12. Mayor Lovero submitted an event request on behalf of Realty of Chicago's Grand Opening celebrating at their new location at 6535 W. Cermak Road. Thereafter, Avila made a motion, seconded by Lennon, to concur and grant permission. The motion carried by a voice vote.
13. Deferred item #14 from the September 11, 2018 meeting regarding Handicap Parking Application #1207 at 1529 S. Kenilworth was resubmitted by Alderman Avila. Thereafter, Avila made a motion, second by Fejt, to override the staff's recommendation to deny and approve the application as submitted. The motion carried by a voice vote.
14. Alderman Reardon submitted a communication regarding Human Relations Committee recommendations for the State of Illinois 200<sup>th</sup> Birthday Fairness and Equality Campaign along with the meeting meetings of September 18, 2018. Thereafter, Reardon made a motion, seconded by Ruiz, to refer the proclamation request to the Mayor's Office, authorize the IT Department to host the social media campaign and accept the meeting minutes as informational. The motion carried by a voice vote.
15. Finance Director Rasheed Jones submitted a communication regarding Commercial Credit Card Rebate Program. Thereafter, Lennon made a motion, seconded by Fejt, to concur and approve the agreement to establish a commercial credit card account with MB Financial Bank for participation in the WCMC commercial credit card rebate program. The motion carried by a unanimous roll call vote.
16. Assistant City Administrator Ruth Volbre submitted a communication requesting permission to go out for Bid for cleaning services. Thereafter, Lennon made a motion, seconded by Fejt, to concur and grant permission. The motion carried by a voice vote.
17. Police Chief Michael Cimaglia submitted a communication requesting authorization to hire two Probationary Police Officers from the current Fire and Police Commission Eligibility list due to recent retirements. Thereafter, Avila made a motion, seconded by Lennon, to concur and grant permission. The motion carried by a voice vote.
18. Public Works Director Robert Schiller submitted a communication regarding 2019 Motor Fuel Tax maintenance along with a resolution entitled: **Resolution for Maintenance Under the Illinois Highway Code – Section Number 19-00000-00-GM**. Thereafter, Avila made a motion, seconded by Fejt, to concur, **adopt** the resolution as presented and authorize the corporate authorities to affix their signatures thereto. The motion carried by a voice vote. The motion carried by a unanimous roll call vote.
19. Public Works Director Robert Schiller submitted a communication regarding 2014 Motor Fuel Tax maintenance along with a supplemental resolution entitled: **Resolution for Maintenance Under the Illinois Highway Code – Section Number 14-00000-00-GM**. Thereafter, Avila made a motion, seconded by Ruiz, to concur, **adopt** the resolution as presented, authorize the corporate authorities to affix their signatures thereto and approve for payment in the amount not to exceed \$46,713.08. The motion carried by a unanimous roll call vote.
20. Public Works Director Robert Schiller submitted a communication regarding 2017 Motor Fuel Tax maintenance along with a supplemental resolution entitled: **Resolution for Maintenance Under the Illinois Highway Code – Section Number 17-00000-00-GM**. Thereafter, Avila made a motion, seconded by Reardon, to concur, **adopt** the resolution as presented and authorize the corporate authorities to affix their signatures thereto and approve for payment in the amount not to exceed \$25.50. The motion carried by a unanimous roll call vote.
21. Public Works Director Robert Schiller submitted a communication requesting the purchase of a 2019 Ford F 250 Pickup Truck through the Northwest Purchasing Cooperative for use by the Berwyn Library

**Berwyn City Council Minutes**  
**September 25, 2018**

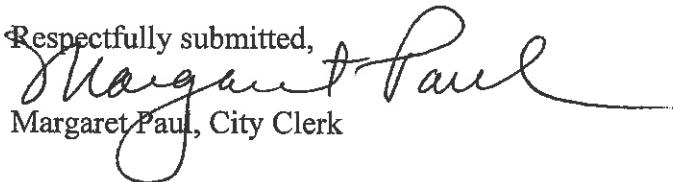
maintenance staff. Thereafter, Lennon made a motion, seconded by Fejt, to concur and approve for payment in the amount not to exceed \$25,397. The motion carried by a unanimous roll call vote.

22. Public Works Director Robert Schiller submitted a recommendation to award the bid for the 2018 Water and Sewer Utility repair and maintenance contract. Discussion ensued about the ability to renew the contract for 3 years with no increase. Thereafter, Lennon made a motion, seconded by Avila, to concur, and award the contract to Unique Plumbing, approve for payment in the amount not to exceed \$684,075.00. The motion carried by a unanimous roll call vote
23. The consent agenda with items K-1 through K-5 were submitted.
1. Payroll: 9/19/2018 in the amount of \$1,226,667.40
  2. Payables: 9/25/2018 in the amount of \$1,710,099.14
  3. ReMax Partners: Client Appreciation Tailgate 9/30/2018
  4. Stickney-Forest View Lions Club: Solicit Funds 10/12/2018 & 10/13/2018
  5. Block Party: 1500 block of Clinton 10/20/2018 RD 10/21/2018

Thereafter, Avila made a motion, seconded by Lennon, to concur and approve the Consent Agenda as submitted by omnibus vote designation. The motion carried by a voice vote.

24. Aldermanic Committees:  
Alderman Reardon called an Ad-hoc Sexual Harassment Committee meeting for October 1<sup>st</sup> at 5:45 pm.  
Alderman Ruiz called a Public Works, Parking, Trees, Traffic, Streets & Sewers Committee meeting for October 23<sup>rd</sup> at 5:00 pm and invited Public Works Director Robert Schiller and Senior Traffic Engineer Nicole Campbell.
25. There being no further business to come before the Council, Lennon made the motion, seconded by Ruiz, to adjourn at the hour of 8:35 pm. The motion carried by a voice vote.

Respectfully submitted,



Margaret Paul, City Clerk



BERWYN CITY COUNCIL  
MINUTES of the COMMITTEE OF THE WHOLE  
September 25, 2018

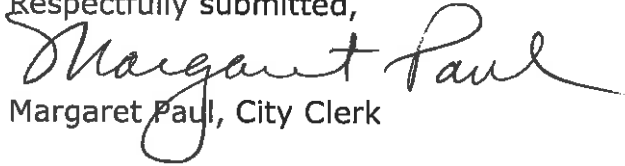
Mayor Lovero called the Committee of the Whole meeting to order at 6:00 p.m. The following Aldermen answered present: Lennon, Ramirez, Reardon, Fejt, Santoy, and Avila. Avila made a motion, seconded by Lennon, to excuse Aldermen Ruiz and Garcia. The motion passed by a unanimous voice vote.

1. Mayor Lovero invited questions from the Aldermen regarding items on the Regular Meeting agenda. Questions were raised and discussion ensued. Note: Alderman Garcia was present at 6:05 p.m.
2. Mayor Lovero introduced Berwyn Development Corporation (BDC) Executive Director David Hulseberg and BDC President Andy Sotiropoulos. Note: Alderman Ruiz was present at 6:25 p.m. Mr. Hulseberg distributed a copy of a memorandum entitled: *Proposed Services Contract with the Berwyn Development Corporation* with an accompanying Resolution entitled **A Resolution Approving an Agreement with Berwyn Development Corporation to Provide Funding for Economic Development Activities and Services in the Amount of \$692,500.** Discussion ensued following the presentation. At the request of several Aldermen, this item will be brought back to the Committee of the Whole for further discussion.
3. Mr. Hulseberg introduced the topic of the Proposed Annual Budget for the BDC. He distributed copies of the document entitled: Berwyn Development Corporation Profit Loss Comparison 2016 through 2019. Discussion ensued.
4. Mr. Hulseberg distributed copies of a memorandum regarding the BDC's Strategic Plan Summation. He reviewed the document and invited the Aldermen to contact him to discuss the listed initiatives and timelines. Discussion ensued.
5. Mr. Hulseberg distributed copies of a memorandum entitled: Commercial Loan and Microloan Program Manual and an accompanying resolution entitled: **A Resolution Approving a Memorandum of Understanding with Berwyn Development Corporation Regarding the Commercial Loan Program.** Attached to the resolution was a **Memorandum of Understanding Between the City of Berwyn and the Berwyn Development Corporation Regarding the Commercial Loan Program** and with it a copy of the BDC's **Commercial Loan Program and Microloan Program Manual Revised 8/23/18.** Mr. Hulseberg commented on highlights of the memo and program manual. Discussion ensued.

COMMITTEE OF THE WHOLE MINUTES  
September 25, 2018

6. Mayor Lovero requested a motion to enter the Closed Committee of the Whole for the purpose of discussion pending litigation and real estate. Alderman Garcia made the motion to go into closed session, seconded by Reardon. The motion carried.
7. The council entered the closed session at 6:53 p.m.
8. Alderman Garcia then made a motion, seconded by Avila, to adjourn the Committee of the Whole. The motion passed by a unanimous voice vote.
9. At the conclusion of the closed session, Alderman Santoy made the motion, seconded by Reardon, to adjourn the Committee of the Whole. The motion carried by a unanimous voice vote.
10. The Committee of the Whole adjourned at 7:17 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Margaret Paul". The signature is written in a cursive, flowing style.

Margaret Paul, City Clerk

E-1



**To:** Mayor and City Council  
**From:** David Hulseberg, Executive Director  
**Date:** September 20, 2018  
**Re:** Proposed Services Contract with the Berwyn Development Corporation

At the request of Mayor Lovero this memorandum provides an overview to the proposed agreement with the Berwyn Development Corporation (BDC) to provide Economic Development and Other Services on behalf of the City of Berwyn (City).

**Overview:** The City and the BDC have had a longstanding operating agreement whereby the BDC provided economic development and other services to the City. The proposed agreement seeks to modify that agreement by creating measurable goals and objectives as well as clearer expectations between the parties.

**Sallent Points:**

- BDC shall conduct business attraction
- BDC shall conduct business retention and expansion
- BDC shall conduct domestic and global initiatives
- BDC shall provide quarterly reports, annual budget and audit
- BDC financial records will be transparent to the extent that City funds are used
- BDC shall maintain certain banking and insurance requirements
- Should the BDC cease to operate, terms are laid out addressing the same
- Four-year agreement commences January 1, 2019
- City shall provide technology services to the BDC

**Recommendation:** BDC recommends that the City approve the Agreement with the Berwyn Development Corporation to provide funding for Economic Development Activities in the amount of \$692,500.

3322 S. Oak Park Avenue  
Second Floor  
Berwyn, IL 60402  
708.788.8100  
Fax: 708.788.0966

**CITY OF BERWYN  
RESOLUTION NO. R  
DATE OF PASSAGE \_\_\_\_\_**

**A RESOLUTION APPROVING AN AGREEMENT WITH BERWYN DEVELOPMENT CORPORATION TO PROVIDE FUNDING FOR ECONOMIC DEVELOPMENT ACTIVITIES AND SERVICES IN THE AMOUNT OF \$692,500**

**WHEREAS**, the City of Berwyn has a population of more than 25,000 persons and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

**WHEREAS**, said Section of the Constitution authorizes a home rule unit to exercise any power and perform any function pertaining to its government and affairs for the protection of the public safety, health, welfare and morals; and

**WHEREAS**, the Berwyn Development Corporation (BDC) was created for the specific purpose of promoting economic development within the corporate limits of the City of Berwyn, Illinois and has the capacity to perform economic development activities and services needed for the City of Berwyn, Illinois; and

**WHEREAS**, the City has determined that it is in the public interest to assist BDC with funding for its economic development efforts on behalf of the City; and

**WHEREAS**, The City and BDC desire to enter into an agreement which provides funding for economic development activities and services, said agreement is attached hereto and made a part thereof; and

**WHEREAS**, funding to the BDC is available in the budget as TIF Management Services/BDC (Account 5200).

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Berwyn, Illinois, that the Mayor and City Clerk are hereby authorized to sign the attached agreement with the Berwyn Development Corporation.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

_____	_____
_____	_____
_____	_____
_____	_____

ATTEST:                      AYES \_\_\_\_              NAYS \_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



**AGREEMENT BETWEEN  
THE CITY OF BERWYN, ILLINOIS and  
THE BERWYN DEVELOPMENT CORPORATION  
PROVIDING FUNDING for ECONOMIC DEVELOPMENT ACTIVITIES and SERVICES**

THIS AGREEMENT is entered this \_\_\_ day of \_\_\_\_\_, 20 \_\_\_, between the City of Berwyn, Illinois, an Illinois municipal corporation (hereinafter referred to as the “City”), with offices located at 6700 26th St | Berwyn, IL 60402, and the Berwyn Development Corporation an Illinois not for profit corporation (hereinafter referred to as “BDC”), an Illinois not-for-profit corporation with offices located at 3322 S. Oak Park Avenue, Berwyn, IL 60402.

**RECITALS**

**WHEREAS**, Section 10 of Article 7 of the 1970 Constitution of the State of Illinois authorizes units of local government to contract and otherwise associate with individuals, associations and corporations in any manner not prohibited by law or by ordinance; and

**WHEREAS**, units of local government entering into such agreements may use their credit, revenues and other resources to pay costs and to service debt related to activities which involve a public purpose; and

**WHEREAS**, BDC was created for the specific purpose of promoting economic development within the corporate limits of the City of Berwyn, Illinois, and has the capacity and the expertise to perform the economic development activities and services needed for the City of Berwyn, Illinois; and

**WHEREAS**, the City has determined it is in the public interest to assist BDC with funding for its economic development efforts on behalf of the City.

**NOW THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the City and BDC agree as follow:

## **1.0 RECITALS INCORPORATION**

1.1 The foregoing recitals are incorporated herein as though fully set forth.

## **2.0 AUTHORITY**

2.1 BDC represents and warrants it is the real party in interest to this Agreement, it is not acting for or on behalf of an undisclosed party, and it possesses the legal authority to accept and perform the services required under this grant and to execute this Agreement. Any person executing this Agreement on behalf of BDC shall, when required, provide written evidence of their legal authority.

2.2 The City represents and warrants it has the legal authority to enter into this Agreement. Any person executing this Agreement on behalf of the City to this Agreement shall, when required, provide written evidence of their legal authority. The Mayor is hereby granted full authority to administer all terms of this Agreement on behalf of the City.

## **3.0 STATUS OF PERSONNEL OR CONTRACTED AGENTS**

3.1 All technical, clerical and other personnel necessary for the performance of BDC's obligations under this Agreement shall be BDC's employees, or contracted agents, and shall in all respects be subject to BDC's rules and regulations governing its employees. Neither BDC, nor its personnel, nor its contracted agents shall be agents or employees of the City.

3.2 The City, its officials and employees, when acting pursuant to this Agreement are acting as City officials or employees in their official capacity and not personally or as agents of BDC or others.

## **4.0 FUNDING GRANTS**

4.1 The City shall provide BDC an annual funding grant in the amount of \$692,500 which amount shall be payable on a proportionate quarterly basis of \$173,125. The first payment

shall be due on the fifteenth of the month January 2019. Subsequent quarterly payments shall be due, either in advance, on or before the first day of the month on a quarterly basis thereafter (April, July, October), during the Term of this Agreement. Additionally, the City recognizes that there may be, from time to time, certain TIF eligible expenditures over and above the amount indicated in this paragraph as well as other consultant expenses, therefore the City will consider paying such additional expenditures on a pre-approved basis only.

4.2 Payments pursuant to this Agreement are subject to availability of funds and their appropriation and authorized expenditure pursuant to applicable law. The City's obligations shall cease immediately without penalty or liability for further payment if in any fiscal year this Agreement is in effect, the City fails to appropriate, budget or otherwise make available sufficient funds for this grant.

4.3 Payments to BDC under this Agreement shall be made payable in the name of BDC and sent to the following person and place, or directly deposited into a financial account maintained by BDC:

Executive Director  
Berwyn Development Corporation  
3322 S. Oak Park Avenue  
Berwyn, IL 60402

BDC may change the person to whom payments are sent, or the place to which payments are sent, by delivering thirty (30) days' prior written notice to the City.

4.4 The City shall supply for the use of BDC, and without charge to BDC, all required technology services and equipment to include; computer, phone, internet, copier and printer services and access to the City's geographic information system. Transition of services shall begin January 1, 2019 pursuant to the phasing plan outlined in Exhibit A.

4.5 In the event that funding is reduced, the City and the BDC will cooperatively adjust the services to be delivered by the BDC.

#### **5.0 BDC'S ORGANIZATION and STAFFING**

5.1 Prior to the execution of this Agreement, BDC shall be: 1) registered to do business in the State of Illinois with the Illinois Secretary of State, and be incorporated as an Illinois not-for-

profit corporation, and 2) registered with the United States Internal Revenue Service and approved to operate as a tax-exempt organization pursuant to 26 U.S.C. 501(c)(3), commonly referred to as “501(c)(3),” as amended.

5.2 Prior to the execution of this Agreement, the BDC Board of Directors shall amend its by-laws to : (1) allow for at least sixteen (16) members on its Board of Directors, (2) include a provision that if he agrees to serve, the Mayor of the City of Berwyn, or his designee, shall be a member of the Board of Directors, (3) ensure at least eight (8) members of the Board of Directors be representative of the larger Berwyn business community and (4) provide that the term of office shall be three (3) years for all Board Members, although Board Members may be reappointed for no more than two terms consecutively.

5.3 BDC shall hire an Executive Director. BDC shall seek the input, participation, and approval of the City in the selection of the Executive Director, and all Executive Directors of the BDC during the Term of this Agreement.

5.4 During the Term of this Agreement BDC shall maintain a qualified and competent staff to provide all management and administrative services necessary to accomplish BDC’s mission, goals and objectives.

## **6.0 TERM OF AGREEMENT**

6.1 This Agreement shall commence on January 1, 2019 and remain in full force and effect for a period of four (4) years (the “Term”) unless terminated by six (6) months written notice to the other party, or pursuant to the provisions contained in Section 13.

## **7.0 SERVICES TO BE PERFORMED BY BDC**

7.1 BDC’s duties and services pursuant to this Agreement shall be the promotion of business, industry and trade within the corporate limits of the City of Berwyn. BDC shall develop, in collaboration with the City and others, an on-going strategy for the economic development of the City of Berwyn.

7.2 The core services to be supplied by BDC are as follows:

A. Business Attraction:

- (i) BDC shall aid new business prospects seeking to locate in the City of Berwyn by providing information on available land, buildings, demographics, labor force, housing, education, infrastructure and other such information.
- (ii) BDC shall provide infrastructure information to business prospects, when requested, by working with utility companies, local units of government and the City to facilitate the decision-making process for prospective businesses considering locating in the City,
- (iii) BDC shall work with State and Federal organizations to respond to business and developer requests for information.
- (iv) BDC shall contact all economic development related prospects referred to BDC by the City or any other entity.
- (v) BDC shall perform the following business attraction services to aid prospective businesses and developers:
  - a. Review the City's existing economic development incentive programs and make recommendations if needed to ensure the programs remain advantageous and competitive, and provide feedback from the development community; and
  - b. Establish relationships with real estate professionals through individual meetings and by participating in events as time and resources permit; and
  - c. Market Berwyn's retail opportunities and sites to key developers at Trade Show(s). At Trade Show(s) BDC shall arrange and host follow-up-on-site visits focused specifically on retail development.

- d. Attend the City's Development Services Team meetings when requested by the City of Berwyn or business owner/developer.
- e. Develop a strategic plan to address major infill opportunities.

B. Business Retention and Expansion

- (i) BDC shall conduct an annual business retention program in which existing City of Berwyn businesses and employers are identified and personal contact is made by BDC through on site visits, mail surveys, or both. Surveys shall be sent via mail or email, at BDC's discretion, and shall be sent to companies located throughout the community.
- (ii) BDC shall annually conduct not less than fifty (50) on site business retention calls per year.
- (iii) BDC shall conduct not less than ten (10) business retention calls with the chief executive officer (or other designate) of companies located in Berwyn.
- (iv) BDC's business retention program shall be designed to identify and address the needs of existing businesses and the way BDC and the City can better assist those businesses, including but not limited to the following components:
  - a. Coordinate meetings of the Mayor's Economic Development Roundtable;
  - b. Serve as a resource for City businesses seeking economic, demographic, commercial real estate and other related data;
  - c. Update and maintain information on Berwyn's economic profile. The City shall assist BDC in updating and maintaining information found in the census and other such data to include; commercial vacancy rates and sales tax data.

- d. Conduct roundtable, not less than six (6) per year, for business leaders detailing information about Berwyn's economic and development programs;
- e. Assist businesses to assess their export and foreign market potential with the help of State and Federal agencies and others;
- f. Analyze and report to the City the results of the retention surveys and CEO visits and identify potential actions to be taken.
- g. Maintain a database of all Berwyn businesses and work with the city Permit Administrator to revamp the City business license process to enhance revenue collection and data availability.

C. Domestic and Global Initiatives

BDC shall continue initiatives to attract businesses and new jobs by maintaining relationships with Department of Commerce and Economic Opportunity offices and communicating with the Chicago International Trade Commissioners Association and others.

D. Miscellaneous

- (i) BDC shall maintain the "*Berwyn.net*" and the "*WhyBerwyn.Com*" websites.
- (ii) BDC shall serve as a data and informational source for the City, as well as for other local units of government, and the City's State and Federal legislators, on all significant economic and business issues facing the City.
- (iii) BDC shall serve as the TIF Administrator for all such districts in the City.
- (iv) BDC shall serve as the City's planning department.

- (v) BDC shall promote Berwyn's positive aspects and quality of life through:
  - a. The Why Berwyn branding campaign.
  - b. Use of social media.
  - c. Coordinating of small business training and learning opportunities with community partners.
  - d. Support and organize community events.
  - e. Creation of four (4) magazine issues.
  - f. BDC will host a Mayor-President roundtable semi-annually consisting of all governmental units in the City of Berwyn.
- (vi) BDC shall operate a Commercial Loan pool and a micro loan pool and other like financial incentive tools as deemed appropriate by the BDC and/or the City. For those programs receiving City financing or backing the City shall be presented with a separate authorizing agreement.

## **8.0 BUDGET, FINANCIAL DISCLOSURES and REPORTS**

- 8.1 BDC shall, on or before November 1<sup>st</sup> of each year, submit its annual budget to the City. BDC's budget shall set forth the objects and purposes for which it seeks to use the grant money from the City. BDC shall further provide such information as may be necessary in the opinion of the City for inclusion in the City's annual budget report.
- 8.2 BDC shall provide the City with bi-annual financial reports within thirty (30) days after the end of each six (6) month period ending on December 31<sup>st</sup>, and June 30<sup>th</sup>, each year. The reports shall include a detailed list of all City revenues received and expenditures incurred, as well as specific identification of those expenditures that are TIF eligible expenses, by BDC pursuant to this Agreement.



8.3 BDC shall conduct an annual audit by an independent audit/accounting firm, licensed by the State of Illinois to conduct an audit in accordance with generally accepted auditing standards. Said audit shall include all income received by BDC from the City, and all disbursements by BDC of City funds for the prior fiscal year. A copy of the audit report shall be provided to the City within thirty (30) days of BDC's receipt of the audit report. An auditor's management comment letter shall be submitted to the City as part of the audit report.

8.4 The City's contribution pursuant to this Agreement shall be restricted for use for the purposes described in this Agreement. Furthermore, the annual financial report shall include a supplemental schedule reflecting the City's contribution, summarizing the major classes of associated expenses, and presenting any residual equity balance. The financial statements should also include any equity balance remaining from the prior year.

8.5 BDC shall provide the City with quarterly written informational reports on its activities within thirty (30) days after the end of each three (3) month period ending on September 1, December 1, March 1 and June 1, each year; and such other reports as may be reasonably requested by the City. BDC's quarterly reports shall include, but not be limited to, prospective economic development activity, challenges to economic development in Berwyn, local employment trends, coordinated efforts with other agencies and recommendations to improve the economic development climate in the City.

8.6 BDC will, with assistance from the City, be responsible for tracking and maintaining data on the number of jobs created and/or retained, construction value approved, investment value approved, and the square footage of new construction and remodeling.

#### **9.0 FINANCIAL RECORDS**

9.1 At any time during the term of this Agreement, the City shall have the right to examine BDC's financial records during regular business hours and subject to reasonable notice.

9.2 BDC is accountable for all City funds disbursed under any grants or loans. BDC's financial management system shall be structured to provide for accurate, current and complete

disclosure of the expenditure of all funds provided by the City under this Agreement. BDC shall maintain effective control and accountability over all funds disbursed and equipment, property, or other assets acquired with City funds. BDC shall keep records sufficient to permit the tracing of funds to a level of expenditure adequate to ensure that funds have not been unlawfully spent.

9.3 BDC acknowledges the requirements of the Local Records Act, 50 ILCS 205 *et seq.*, as amended and shall therefore maintain, in accordance with the Act, following the later of the expiration or termination of this Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all funds disbursed in conjunction with this Agreement. All books, records and supporting documents related thereto shall be available for inspection and audit by the City, or any duly authorized representative of the City, and BDC agrees to cooperate fully to accomplish any such audit. BDC shall provide full access to all relevant materials and to provide copies of same upon request.

9.4 If any services to be performed under this Agreement are subcontracted, BDC shall include in all subcontracts a provision that the City, or any duly authorized representative of the City, shall have full access to and the right to examine any pertinent books, documents, papers and records of any subcontractor involving transactions related to this Agreement in accordance with the Local Records Act cited above, from the later of the expiration or termination of this Agreement.

#### 10.0 ACQUISITION OF EQUIPMENT

10.1 In the event BDC ceases to exist, all equipment and materials purchased with City funds shall become City property.

#### 11.0 UNUSED FUNDS

11.1 Any unused funds provided by the City pursuant to this Agreement shall be maintained in a federally insured account.

11.2 In the event BDC ceases to exist, all unused funds provided by the City pursuant to this Agreement, except those identified as prior obligations, shall be returned to the City.

12.0 **LEGAL COMPLIANCE**

12.1 In addition to complying with the statutes and regulations specifically referenced in this Agreement, BDC is responsible for determining the applicability of, and complying with, any other laws, regulations or ordinances.

12.2 All applicable federal, state and local laws, rules and regulations applicable to this Agreement shall be deemed to be included in this Agreement as though fully set forth herein. Except where expressly required by applicable laws and regulations, the City shall not be responsible for monitoring BDC's compliance.

12.3 BDC certifies it shall comply with all applicable provisions of federal, state and local law in its performance of this Agreement.

12.4 BDC acknowledges the requirements of the Illinois Freedom of Information Act (the "FOIA"), 5 ILCS 140/1, *et seq.*, as amended, and agrees to comply with all requests of the City for public records (as that term is defined by Section 2(c) of FOIA) in BDC's possession or control within five (5) business days of the request being made by the City.

13.0 **TERMINATION; SUSPENSION**

13.1 This Agreement may be terminated by the City in the event of BDC's substantial failure to perform in accordance with the terms hereof through no fault of the City. Provided, however, the City shall issue a breach of contract notice detailing the breach and providing a one hundred and eighty (180) day cure period. The City will submit to the BDC a corrective action plan with supporting timeline to the BDC Board of Directors for approval. If the agreed upon corrective action plan is not achieved by the respective timeline then the City may terminate the contract by providing a six (6) months' notice.

13.2 This Agreement is also subject to termination by either party if either party is restrained by state or federal law or by a court of competent jurisdiction from performing the provisions

of this Agreement. Mailing of such notice, as and when above provided, shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

13.3 The City's obligations under this Agreement shall cease immediately without penalty of further payment being required if, in any fiscal year, the City fails to budget, appropriate, or otherwise make available sufficient funds for this Agreement. In the event a lack of funding occurs in full or in part, the City shall give BDC written notice, which shall set forth the effective date of full or partial termination, or if a change in funding is required, setting forth the change in funding and changes in the approved budget. Notwithstanding anything contained herein to the contrary, in the event of the termination or suspension of funding, BDC shall not be required to continue to provide services to the City. In the event of a reduction or temporary suspension of funding, BDC may identify services that will not be supported due to the reduction.

13.4 If the City terminates this Agreement, BDC shall not incur any costs or new obligations after the termination effective date. BDC shall also attempt to cancel as many current obligations as possible.

13.5 The City shall allow full credit to BDC and shall pay to BDC for any obligations properly incurred pursuant to this Agreement by BDC and prior to termination.

#### 14.0 INDEMNIFICATION AND INSURANCE

14.1 Each party shall hold harmless and indemnify the other party, its elected officials, officers, directors, employees and agents from any and all claims, suits, actions, costs and fees, including, but not limited to, attorneys' fees, interest and expenses, growing out of, or connected with the performance of this Agreement, or because of any act or omission, neglect, or misconduct of a party, its officers, directors, employees, agents, volunteers, subrecipients, independent contractors, or subcontractors.

14.2 Nothing contained herein shall be construed as prohibiting either party, its elected officials, directors, officers, agents, or its employees, from defending through the selection

and use of their own agents, attorneys and experts, any claims, actions or suits brought against them.

14.3 In the events any demand or claim relating to this Agreement is known to either party, the City and/or BDC will notify the other party in writing in an expedient manner.

14.4 BDC shall, at BDC's expense, secure and maintain in effect throughout the duration of this Agreement, insurance of the kinds and limits identified in this section. BDC shall furnish Certificates of Insurance to the City before any City grants are released pursuant to this Agreement. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois, which have a rating of not less than A IX, according to the latest edition of the A. M. Best Company. Such policies shall include a provision preventing cancellation of the insurance policy except upon fifteen (15) days' prior written notice to the City. Such provision shall also be stated on each Certificate of Insurance as "Should any of the above-described policies be canceled before the expiration date, the issuing company shall mail 15 days' written notice to the certificate holder named to the left." Upon the City's written request, BDC shall provide copies of any or all policies of insurance to the City. The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law.

(vii) **Commercial General Liability:**

i. Coverage to include Premise/Operations, Products/Completed Operations, Independent Contractors, Broad Form Property Damage, Contractual and Personal Injury

ii. Limits

General Aggregate	\$1,000,000.00
Each Occurrence	\$2,000,000.00
Personal Injury	\$1,000,000.00

iii. Coverage is to be written on an "occurrence" basis.

iv. Cover all claims arising out of BDC's operations or premises, anyone directly or indirectly employed by BDC, and BDC's obligations under indemnification under this Agreement.

(A) **Workers' Compensation:**

Shall be in accordance with the provisions of the laws of the State of Illinois including occupational disease provisions, for all employees at the site of the project,

and if case work is sublet, the consultant shall require each of its subcontractors similarly to provide workers' compensation insurance. In case employees engaged in hazardous work under this contract at the site of the project are not protected under the workers' compensation statute, the consultant shall provide, and shall cause each of its subcontractors to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

**(B) Comprehensive Automobile Liability:**

i. Coverage to include all owned, hired, non-owned vehicles and/or trailers and other equipment required to be licensed.

ii. Limits  
Combined Single Limit \$1,000,000.00

**(C) Umbrella:**

Limits  
Each Occurrence/Aggregate \$2,000,000.00

**(D) The City of Berwyn shall be named as a primary non-contributory additional insured on all insurance policies except Workers' Compensation.**

BDC understand and agrees that liability, any performance bond or insurance protection required by this Agreement or otherwise provided by BDC, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the City as herein provided.

**15.0 NON-ASSIGNMENT AND SUCCESSORS TO INTEREST**

15.11 This Agreement shall not be assigned or transferred by either party hereto without the express written agreement of the other party.

15.12 The parties each bind themselves and their successors, and assigns, to the other party of this Agreement and to the successors, and assigns, of such other party in respect to all covenants of this Agreement.

15.13 Nothing herein shall be construed as creating any personal liability on the part of any officer, director, agent or employee of either party, nor shall it be construed as giving any right or benefits hereunder to anyone other than the City and BDC.

**16 MODIFICATION AND AMENDMENT**

16.12 This Agreement may only be amended or modified by a written instrument, signed by the parties hereto, other than modifications required by changes in federal or

state law or regulation or required by City ordinance applicable to this Agreement.  
No amendment or modification of this Agreement shall be valid or enforceable  
unless in writing and signed by the authorized representatives of the parties.

17 **CONFLICT OF INTEREST**

17.12 BDC shall establish and follow policies prohibiting its officers, directors, agents  
and employees from using City funds for their own private use.

17.13 No City officer, director or employee may be hired or paid with funds derived  
directly or indirectly through this Agreement.

17.14 The parties acknowledge and agree that City employees are, or may in the future  
be, serving and will continue to serve as an officer, director or volunteer of the  
BDC.

18 **GOVERNING LAW**

18.12 This Agreement shall be governed and construed by the laws of the State of Illinois  
both as to interpretation and performance.

19 **REQUIRED NOTICES OR REPORTS**

19.1 Any notices, reports, records or documents required by the terms of this  
Agreement shall be deemed sufficiently delivered if made in writing and sent by first  
class mail or personal services to:

**FOR THE CITY**  
Office of the Mayor  
City of Berwyn  
6700 26th Street  
Berwyn, IL 60402

**FOR THE BDC**  
Executive Director  
Berwyn Development Corporation  
3322 S. Oak Park Avenue  
Berwyn, IL 60402

19.2 Either party may change its address for receiving notices by giving notice thereof  
in compliance with the terms of this Section 19.

20.0 **ENTIRE AGREEMENT**

20.1 This Agreement represents the entire agreement between the parties and  
supersedes all previous communications or understandings, whether oral or written.

21.0 SAVINGS CLAUSE

21.1 If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

22.0 CAPTIONS AND PARAGRAPH HEADINGS

22.1 Captions and paragraph headings are for convenience only and are not a part of this Agreement and shall not be used in construing this Agreement.

**[THIS SPACE INTENTIONALLY LEFT BLANK]**

**IN WITNESS HEREOF** the parties to this Agreement by their signatures acknowledge they have read and understand this Agreement and intend to be bound by its terms as of the date first written above.

**CITY OF BERWYN**  
an Illinois Municipal Corporation,

**Berwyn Development Corporation**  
an Illinois not for profit corporation

\_\_\_\_\_  
By: \_\_\_\_\_, Mayor

\_\_\_\_\_  
By: \_\_\_\_\_, President

**ATTEST**

\_\_\_\_\_  
By: \_\_\_\_\_, City Clerk

\_\_\_\_\_  
By: \_\_\_\_\_, Secretary



E-2



**To:** Mayor and City Council  
**From:** David Hulseberg, Executive Director  
**Date:** September 20, 2018  
**Re:** Commercial Loan and Microloan Program Manual

At the request of Mayor Lovero this memorandum provides an overview to the procedures of the Commercial Loan and Microloan Program Manual administered by the Berwyn Development Corporation (BDC) on behalf of the City of Berwyn (City).

**Overview:** The City provides a guarantee of the full faith and credit to the commercial loan program operated by the BDC. Application forms and guidelines concerning the program and an agreement between the parties concerning the procedures and administration have not been updated in the last decade. As such, under direction of Mayor Lovero, the parties have developed a Commercial Loan and Microloan Program Manual. The manual includes updated revisions if federal funds are received to operate these programs later.

**Salient Points:**

- Loans that can be conventionally financed shall be
- Loans shall have a loan to value of 75% or less
- Loan term will not exceed 5 years
- Loan will balloon and will not be renewed
- Penalties/fees regarding late payments, bounced checks, and inadequate escrow have all been addressed in the program guidelines
- Loans between \$200,000 and \$800,000 shall be leveraged with the Department of Commerce and Economic Opportunity or the Illinois Finance Authority
- All deviations to program guidelines require approval of the City
- Quarterly and annual financial statements of the business is required
- Property taxes and insurance are required to be escrowed

**Informational:**

The BDC has set aside \$256,495.57 in Loan Reserves to cover the recently discovered loan to value (LTV) discrepancy in the existing commercial loans. This set aside will be reduced as existing loans balances become 75% LTV or less or are paid off. The BDC Loan Reserve is used to transact the Commercial Loan (BDC Account 2507). The BDC has established individual escrow accounts for each of the commercial loans for taxes and insurance. The BDC has \$728,841.82 of City funds on hand which are attributed to the Microloan Program which was originally started in 1989 with \$250,000 being given to the BDC from the City as a loan.

There are three existing microloans which generate \$650 monthly. The payoff of these loans will create a final balance of approximately \$760,000 in City funds in 12/31/2020. This fund is used to finance additional microloans. The proceeds of these loans belong to the City. All microloan activity is transacted through City of Berwyn Escrow (BDC Account 2003). In the event of a microloan loss the BDC assumes that loss.

3322 S. Oak Park Avenue  
Second Floor  
Berwyn, IL 60402  
708.788.8100  
Fax: 708.788.0966



**Recommendation: BDC recommends that the City approve the Memorandum of Understanding with the Berwyn Development Corporation regarding the Commercial and Microloan Program and the accompanying Commercial Loan and Microloan Program Manual.**

3322 S. Oak Park Avenue  
Second Floor  
Berwyn, IL 60402  
708.788.8100  
Fax: 708.788.0966

**CITY OF BERWYN  
RESOLUTION NO. \_\_\_\_**

**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH BERWYN  
DEVELOPMENT CORPORATION REGARDING THE COMMERCIAL LOAN PROGRAM**

**WHEREAS**, the City of Berwyn has a population of more than 25,000 persons and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

**WHEREAS**, said Section of the Constitution authorizes a home rule unit to exercise any power and perform any function pertaining to its government and affairs for the protection of the public safety, health, welfare and morals; and

**WHEREAS**, the Berwyn Development Corporation (“BDC”) was created for the specific purpose of promoting economic development within the corporate limits of the City of Berwyn, Illinois (the “City”) and has the capacity to perform economic development activities and services needed for the City; and

**WHEREAS**, the City has determined that it is in the public interest to assist BDC with funding for its economic development efforts on behalf of the City; and

**WHEREAS**, The City and BDC desire to enter into a memorandum of understanding which provides funding for economic development activities and services, said agreement is attached hereto and made a part thereof; and

**WHEREAS**, funding to the BDC comes from monies committed by the City and lines of credit extended by participating financial institutions and guaranteed by the City.

**WHEREAS**, a portion of the activities that the BDC undertakes is the management of the Commercial Loan Program (the “Program”).

**WHEREAS**, the City and the BDC wish to enter into the memorandum of understanding attached hereto as Exhibit A to govern the Program.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Berwyn, Illinois, that the Mayor and City Clerk are hereby authorized to sign the attached agreement with the Berwyn Development Corporation.

PASSED AND APPROVED THIS \_\_\_ DAY OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:            AYES \_\_\_        NAYS \_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF BERWYN, ILLINOIS and  
THE BERWYN DEVELOPMENT CORPORATION  
REGARDING THE COMMERCIAL LOAN PROGRAM**

THIS MEMORANDUM OF UNDERSTANDING is entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, between the City of Berwyn, Illinois, an Illinois municipal corporation (hereinafter referred to as the “City”), with offices located at 6700 26th St, Berwyn, IL 60402, and the Berwyn Development Corporation an Illinois not for profit corporation (hereinafter referred to as “BDC”), with offices located at 3322 S. Oak Park Avenue, Berwyn, IL 60402.

**RECITALS**

**WHEREAS**, Section 10 of Article 7 of the 1970 Constitution of the State of Illinois authorizes units of local government to contract and otherwise associate with individuals, associations and corporations in any manner not prohibited by law or by ordinance; and

**WHEREAS**, units of local government entering into such agreements may use their credit, revenues and other resources to pay costs and to service debt related to activities which involve a public purpose; and

**WHEREAS**, BDC was created for the specific purpose of promoting economic development within the corporate limits of the City of Berwyn, Illinois, and has the capacity and the expertise to perform the economic development activities and services needed for the City; and

**WHEREAS**, one certain economic development effort undertaken by the BDC on behalf of the City is the management and oversight of the Commercial Loan Program (the “Program”); and

**WHEREAS**, the Program is part of a concentrated effort to benefit the community of Berwyn by stimulating business growth and improving the city's commercial areas. The Program provides an incentive to existing commercial property owners and business tenants to renovate their establishments and/or expand their Berwyn operations. In addition, the Program encourages credit-worthy businesses to relocate or

expand into Berwyn. The Program is not intended to compete with banks, but rather to act as an additional resource for businesses that need capital; and

**WHEREAS**, the BDC maintains a policy manual (the “Manual”) which governs the Program; and

**WHEREAS**, the City and the BDC acknowledge that the Manual requires the Corporate Authorities of the City to approve the BDC loaning funds to any applicants in the Program;

**NOW THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the City and BDC agree as follows:

**1.0 RECITALS INCORPORATION**

1.1 The foregoing recitals are incorporated herein as though fully set forth.

**2.0 AUTHORITY**

2.1 BDC represents and warrants it is the real party in interest to this memorandum of understanding, it is not acting for or on behalf of an undisclosed party, and it possesses the legal authority to accept and perform the services required under this grant and to execute this memorandum of understanding. Any person executing this memorandum of understanding on behalf of BDC shall, when required, provide written evidence of their legal authority.

2.2 The City represents and warrants it has the legal authority to enter into this memorandum of understanding. Any person executing this memorandum of understanding on behalf of the City shall, when required, provide written evidence of their legal authority. The Mayor is hereby granted full authority to administer all terms of this memorandum of understanding on behalf of the City.

**3.0 STATUS OF PERSONNEL OR CONTRACTED AGENTS**

3.1 All technical, clerical and other personnel necessary for the performance of BDC’s obligations under this memorandum of understanding shall be BDC’s employees, or contracted agents, and

shall in all respects be subject to BDC's rules and regulations governing its employees. Neither BDC, nor its personnel, nor its contracted agents shall be agents or employees of the City.

3.2 The City, its officials and employees, when acting pursuant to this memorandum of understanding, are acting as City officials or employees in their official capacity and not personally or as agents of BDC or others.

**4.0 LOAN PROGRAM**

4.1 The City has provided BDC with \$86,000 for FY 2018 to operate and oversee the Program. In all instances the City shall approve, approve with conditions or deny the funding for any applicant under the Program.

**5.0 TERMINATION**

5.1 The City may, for cause or no cause, at any time during the term of this MOU, elect to terminate this MOU and withdraw all funding to BDC upon thirty (30) calendar days written notice to BDC. In the event of the termination of this MOU, the duties and obligations of the City as set forth herein shall be deemed null and void and shall have no further effect, provided that, the City shall fulfil its obligations relative to any funding allocated to any applicant prior to receipt of such notice of termination.

**IN WITNESS HEREOF** the parties to this memorandum of understanding by their signatures acknowledge they have read and understand this memorandum of understanding and intend to be bound by its terms as of the date first written above.

**CITY OF BERWYN**  
an Illinois Municipal Corporation,

**BERWYN DEVELOPMENT CORPORATION**  
an Illinois not for profit corporation

By: \_\_\_\_\_, Mayor

By: \_\_\_\_\_, President

ATTEST

\_\_\_\_\_

\_\_\_\_\_

**The Berwyn Development Corporation  
Small Business Lending Programs**



**Commercial Loan Program & Microloan Program Manual  
Revised 8/23/18**



## **I. General Provisions**

### **Goals of the Berwyn Development Corporation's Commercial Loan Program**

The objectives of The Berwyn Development Corporation's Commercial Loan Program are:

- To stimulate business growth and to improve the commercial areas of the city.
- To provide incentives to existing commercial property owners and business tenants to renovate their properties and/or expand their Berwyn operations.
- To provide credit worthy tenants with the means to relocate to Berwyn.

The Program is not intended to compete with banks, but rather to act as an additional resource for businesses that need capital. When combined with loans from conventional sources, these program funds produce a financial package to allow certain businesses to open in Berwyn.

### **Program Income**

Use of all proceeds and other program income from commercial loans shall be restricted to:

1. Additional loans that meet the objectives of the BDC, and,
2. Administrative costs as permitted by federal, state, and local program guidelines.

### **Amendments to the Berwyn Development Corporations Commercial Loan Policy Manual**

The BDC Loan Committee may, from time to time, amend the polices that govern the Commercial Loan program with the approval of the City of Berwyn.

## **II. Eligibility**

### **Startup Loans**

Loans to businesses in operation less than three years. The purposes of these loans are to encourage entrepreneurship, support new business and foster business mix diversity.

### **Up and Comer Loans**

Loans to businesses in operation a minimum of three years. The purposes of these loans are job creation, property redevelopment, increased sales tax generation, and expansion/modernization.

### **Cornerstone Loans**

Loans to businesses in operation a minimum of ten years. The purposes of these loans are job creation, property redevelopment and increased sales tax generation.

## **Eligible Borrowers**

Each Borrower must:

- A. Be a for profit business.
- B. Have a proprietary interest in the business.
- C. The minimum amount of project work must exceed \$10,000.
- D. Be duly organized, validly existing, in good standing and, when applicable, licensed to do business under the laws of Illinois.
- E. Meet any citizenship or legal resident status requirements imposed by HUD.
- F. Possess the licenses, certifications, zoning approvals and permits necessary to operate the proposed business at the time the loan is approved.
- G. Project work must correct all code violations and conform to the provisions of the Americans With Disabilities Act.
- H. Program participants must allow the City to make permit and work progress inspections as is its legal right and obligation.
- I. Be current, and ensure that all loan guarantors are current on business and personal income taxes, real and personal property taxes, payroll and business taxes, and court ordered judgements.
- J. Provide disclosure of any outstanding litigation involving the business, the business owner(s) and any guarantor(s).
- K. Program participants must become and remain BDC members in good standing for the life of the loan.

## **III. Loan Terms and Conditions**

Loan terms are designed to be somewhat flexible and the BDC will balance the need to maintain the financial viability of the business against ensuring a reasonable rate of return.

### **Use of Funds**

BDC Commercial Loans may be used for:

- Acquisition, development, or improving of real property
- Clearance, demolition, removal, and site preparation related to acquisition or rehabilitation
- Fixed Assets
- Machinery and equipment
- Inventory
- Working capital

### **Guidelines**

The following guidelines will be adhered to; unless they are clearly identified otherwise in the contract agreement.

- The interest rate of each approved loan may be established annually and keyed to an index rate based on the prime rate on December 1 plus up to 5 points.
- Loans are limited to no more than five (5) years with a balloon payment then being due.
- If the program applicant is an owner, he/she must have a proprietary interest in the subject property for at least the length of the loan as approved; and, in the event of any change in ownership, legal or equitable, of the subject property, the entire indebtedness shall, at the option of the holder, become immediately due and payable (Due on Sale Clause).

- If the program applicant is a lessee, the length of the lease must be at least the length of the term of the loan as approved.
- The City of Berwyn, the Berwyn Development Corporation and/or the lead lender reserve the right to seek all necessary information from or about the program applicant, including credit references.
- The program applicant must secure the loan by a real estate mortgage, preferably a first lien, for the length of the loan or provide other collateral or security acceptable to the lender(s). (Exhibit A)
- Program applicants must assume personal liability. (Exhibit B)
- Program applicants are responsible for any and all costs incurred prior to notification of final loan status should their loan application be denied.
- The minimum amount project work must exceed \$10,000.
- Loans must have LTV less than or equal to 75%.
- All taxes and insurance must be escrowed.
- Loans between \$200,000 and \$800,000 that generate new jobs will be split with the Department of Commerce and Economic Opportunity or the Illinois Finance Authority provided they meet their requirements.
- Late loan payments will result in a 5% penalty charge for the first two (2) occurrences, and will increase to a 10% penalty thereafter.
- Bounced checks will result in a \$50 charge and may be subject to a late fee.
- In the event the borrower bounces more than two (2) checks during the loan period, only certified checks will be accepted thereafter.
- The BDC reserves the right to move funds from the escrow account to pay for principal and interest payments due.
- In the event where the borrower's escrow account becomes inadequate, the borrower must provide sufficient funds to reconcile the imbalance within thirty (30) days.
- The BDC reserves the right to notify all major credit bureaus of all loan offences by the borrower.
- If in the event that the property tax escrow is insufficient the BDC may require the borrower to come current and/or pay the property tax bill themselves not less than ten (10) days before said property tax bill is due.

Borrowers will be considered in default if the following documents are not provided in a timely manner.

- Quarterly financial statements
- Annual business tax returns
- Current insurance policy
- Current property tax payment

#### **Loan terms**

The loan term will be determined by the type of loan the borrower is undertaking, but no longer than five (5) years. Loans will not be renewed.

## **IV. Federal Requirements**

### **COMPLIANCE WITH COUNTY ORDINANCES AND STATE STATUTES**

Projects must comply with all applicable State Statutes and County Ordinances, including, but not limited to the following:

### **FEDERAL REQUIREMENTS**

Should any federal funds be used to finance these loans, the following shall be required:

### **Access to Records**

Representatives and employees of the County, HUD, the Comptroller General of the United States, and the employees or representatives of any other government agency with oversight or audit responsibilities for the CDBG program, have the right of access to any pertinent records of Borrower and to the Borrower's premises as necessary to audit, examine, or investigate any aspect of Borrower's expenditures related to the Loan Agreement.

### **Anti-Lobbying Certification**

Prior to entering into a Loan Agreement, the Borrower will be required to sign a certification attesting to the following:

1. No federally appropriated funds have been paid, or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal contract, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this CERTIFICATION be included in the award documents for all sub-awards at all tiers (including subcontractors, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

### **Audits**

Upon the request of representatives and employees of the County, HUD, the Comptroller General of the United States, and the employees or representatives of any other government agency with oversight or audit responsibilities for the CDBG program, the Borrower shall comply with the request and provide all information relating to the subject loan, and provide access to the Borrower's premises as necessary, for any audit or investigation of any aspect of Borrower's actions, reporting, and/or expenditures related to the Loan Agreement. Borrowers response shall be as soon as practicable and without delay.

### **Conflicts of Interest**

#### **Persons Covered**

The conflict of interest provisions applies to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of sub-recipients that are receiving funds under this part.

## **Conflicts Prohibited**

The general rule is that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

### **Immediate family is defined to include:**

- Spouse
- Domestic Partner
- Fiancée/Fiancé
- Parents
- Siblings
- Children – including adopted children
- In Laws – including parents-in-law, children in-law, brothers-in-law, sisters-in-law
- Anyone receiving more than 50% of their support from a covered person (e.g., foster child)

## **Copyrights**

The U.S. Department of Housing and Urban Development (HUD) reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for Federal Government purposes:

The copyright in any work developed under a grant, sub-grant, or contract under a grant or sub grant; and

Any rights of copyright to which a grantee, sub-grantee, or a contractor purchases ownership with grant support. (24 CFR §85.34) 9

## **Debarred or Suspended Contractors (Excluded Parties List System – EPLS)**

No contracts may be awarded to any party that is debarred or suspended or is otherwise excluded from participating in any federal assistance programs.

## **Environmental Review Requirements**

Each project must meet the environmental review requirements found at 24 CFR Part 58. Proper documentation of compliance with or exemption or exclusion from the environmental regulations must be issued before any CDBG funded project may precede. Incurring certain project related costs including, but not limited to, those related to signing an option/purchase/easement/lease agreement, signing purchase orders for equipment, and signing consultant and construction contracts prior to authorization and/or completion of the environmental review will jeopardize the County's authority to approve any CDBG funding for the proposed project.

## **Equal Opportunity Provisions**

The Civil Rights Laws and related laws and regulations are designed to protect individuals from discrimination on the basis of race, national origin, religion, color, sex, age, handicap, and familial status. As

applied to the CDBG Program, they protect individuals from discrimination in housing, employment, business opportunities, and benefits created by CDBG projects.

**Relevant laws include:**

- A. Title VI and Title VIII of the Civil Rights Act, which provides that no person shall be excluded from participation, denied the benefits, or subjected to discrimination on the basis of race, color, familial status, or national origin under any program receiving federal financial assistance.
- B. Section 109 of the Housing and Urban Development Act of 1992, as amended, provides that no person shall be excluded from participation (including employment), denied benefits or subjected to discrimination on the basis of race, color, sex, national origin, age or qualified handicapped, under any program or activity, funded in whole or in part under the CDBG program.
- C. Executive Order 11246, as amended, provides that no person shall be discriminated against, on the basis of race, color, religion, sex, or national origin in any place of employment during the performance of federally-assisted construction contracts.
- D. Section 3 of the Housing and Urban Development Act of 1968, as amended, provides that employment and other economic opportunities generated by Federal financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed to low-and-very-low income persons.
- E. Section 504 of the Rehabilitation Act of 1973 the Americans with Disabilities Act of 1990 and the Architectural Barriers Act of 1968, as amended, which provide that no otherwise qualified individual shall, solely by reason of his or her handicap, be excluded from participation (including employment), denied program benefits, or subjected to 10
- F. Discrimination under any program or activity receiving federal funds and that buildings or facilities that are altered, constructed or designed with federal funds comply with federal standards for accessibility.
- G. Executive Orders 11625 and 12432 (concerning Minority Business Enterprise and 12138 (concerning Women's Business Enterprise and 24 CFR 85.36 which require that affirmative steps are taken to assure that women and minority businesses, small businesses, and local businesses are utilized when possible as sources of supplies, equipment, construction, and services.

**Federal Labor Standards**

Davis-Bacon (and related Acts), will apply to all projects involving over \$2,000 in construction, rehabilitation, and/or demolition work. Federal Labor Standards provisions will be required in all bids and contracts. Such requirements will include, but are not limited to, provisions governing the following; payment of prevailing wages; posting of required notices at the job site; submission of certified weekly payrolls; periodic on-site interviews with workers; and compliance with reporting requirements. CDBG funds may finance activities other than construction work without triggering Davis-Bacon requirements, even though CDBG funds are part of an overall project which may involve construction work (e.g., the purchase and set-in-place (but not the installation) of machinery and equipment). More information is available on the Department of Labor web site at: <http://www.dol.gov/compliance/laws/comp-dbra.htm>

**Record Retention**

Borrower shall retain all records related to the project and job hires for five (5) years following the date of the last job hire.

## **Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA)**

Borrower shall comply with all URA requirements in applicable acquisition, rehabilitation, and demolition projects. Compliance shall include notifications to owners and/or occupants of protections and applicable assistance under 49 CFR part 24.

<http://www.gpo.gov/fdsys/pkg/FR-2005-01-04/pdf/05-6.pdf>

## **V. Loan Application and Initial Screening**

### **Applying for a Loan**

Loan applications may be submitted at any time. Applications (Exhibit C) are available on the Berwyn Development Corporation web site at [www.berwyn.net](http://www.berwyn.net) or may be obtained by contacting Berwyn Development Corporation at (708) 788-8100.

Applications meeting the minimum application requirements will be processed in the order they are received.

### **Loan Application Minimum Requirements**

The application requirements will differ depending on the type of project proposed. Real estate projects, for example, will require evidence of site control and an appraisal in addition to the items listed below. The following items represent the minimum documentation that must be submitted before a loan application will be accepted.

- Completed and signed loan application;
- Business plan, including market analysis;
- Initial application fee of \$250.00
- Hiring plan that details the number of positions to be created and/or retained, the number of positions to be filled by LMI persons, the timetable for hiring and whether or not healthcare will be provided for the position;
- Map of the business location;
- Resumes of the applicant's owners and key management staff;
- Applicant's financial statements, and if available, CPA prepared balance sheets and income statements for the most recent three years with 3-year projections with one (1) year month-to-month projections and detail supporting the assumptions used to support the projections. Also, interim statements not less than 45 days old and federal tax returns covering the most recent 3-year period for the applicant business, for owners of 20% or more of the applicant, and for all proposed guarantors.;
- Personal financial statements of owners of 20% or more of the applicant;

The Loan Application packet contains a complete checklist that will serve as a guide to the submission requirements.

### **Initial Screening of the Loan Application**

The initial screening criteria are considered to be thresholds that must be met or exceeded before an application will be forwarded to underwriting and an environmental review. Loan applications will be screened by the BDC staff to determine that the following criteria are met:

- Loan application is complete and signed;
- All required supporting documentation has been provided;
- Business or project to be assisted is in one of the commercial corridors in the City of Berwyn
- Project reflects the City of Berwyn's articulated goals and priorities for economic development;
- Project is an eligible use of BDC funds;
- The project is consistent with the Comprehensive Plan of the City of Berwyn;
- The commitment to jobs to be created is consistent with the required public benefit standard;
- Sufficient funds are available in the BDC to meet the request.

#### **Applications Deemed Incomplete**

If BDC staff determines that a submitted application is incomplete, staff will provide the applicant with a written checklist describing the omissions and ask the applicant to provide the missing information and/or documentation.

#### **Applications That Pass Initial Screening**

Once the BDC staff determines that an application is complete, staff will screen the application to determine whether it meets the threshold eligibility requirements described in this manual. The bankers on the BDC Loan Committee will be given first opportunity to finance any loan being proposed. Applications that pass the initial screening will be referred for a MAI appraisal, an environmental review as needed, and underwriting. An additional fee of \$2,000 is then required to cover the cost of a MAI Appraisal. Said cost may then be added to the loan if approved.

If the project will involve construction, rehabilitation, or demolition of real property, an in-person meeting will be scheduled with the loan applicant and BDC staff to discuss the applicable federal requirements.

Up to a \$5,000 loan processing fee will be paid upon the time of closing.

## **VI. Modification and Default**

### **Loan Modification**

The terms of a fully executed Loan Agreement will not be modified in any respect, except upon the written agreement of all parties thereto. Modification of loan terms is within the authority of the BDC Loan Committee and the Berwyn City Council.

Borrowers seeking any modification of the Loan Agreement must provide re-application information as directed by the BDC staff at least fifteen (15) days prior to the date on which the modification request is scheduled to be heard by the BDC Loan Committee. Incomplete re-applications will not be placed on an agenda.

Borrowers requesting modification will be charged the full cost of underwriting, special meeting fees, and all other expenditures, which the BDC, at its sole discretion, determines to be attributable to the modification request. This special meeting fee shall not exceed \$500.00 and is due and payable in certified funds five (5) days prior to the meeting date at which the modification request is on the BDC Loan Committee agenda. Failure to pay the full costs, and/or to pay timely, will result in deleting the item from the agenda and/or meeting cancellation.



## **Monetary Default**

When any BDC loan payment is 30 days or more past due, the loan is in default. BDC staff or designee will notify the Borrower in writing of the default status. The BDC reserves the right to pursue all rights and remedies under the loan documents and applicable federal and state law to collect loan amounts outstanding. These options include, but are not limited to: securing a new loan payment plan approved by the borrower, BDC Loan Committee, and the City of Berwyn; turning collection of the loan over to a collection agency; imposing late payment penalties and higher loan repayment interest rates, in addition to and not in lieu of any other remedy; and declaring the loan in default.

Should the loan be declared in default, the account will be turned over for legal action in order to recover the proceeds through whatever collections action the BDC deems appropriate including, but not limited to, the liquidation of collateral and the exercising of personal guarantees. All fees incurred by the BDC as a result of a default may be passed onto the borrower in accordance with the loan documents.

## **Notice of Default**

In the event the Borrower is in default. The designee shall prepare a written Notice of Default and mail such Notice to the Borrower. The Notice shall specify the following:

- The event and date of the alleged default.
- The action required to cure the default.
- A date, not less than ten (10) days from the date of the Notice of Default for monetary default and thirty (30) days from the Date of Default for non-monetary default, by which the default must be cured to avoid foreclosure or other collection action.
- Any penalties incurred as a result of the default.

## **Late Payment Penalty**

A late payment penalty in the amount of 5% of the outstanding payment will be charged on the first two (2) offences. If late payments occur afterwards, the payment penalty will be increased to 10% of the outstanding payment. Any portion of the monthly payment that is more than 15 days past due from the regular due date specified in the Loan Agreement shall be assessed and payable on the 16th day after the applicable monthly due date. The same process used to collect the monthly payment will be used to collect any late penalties.

## **VII. Microloan Program**

### **General Provisions**

The BDC Microloan program is operated in conjunction with the City of Berwyn to retain and improve Berwyn businesses and encourages new business investments within the community. The BDC is an independent, not-for-profit corporation that has established a Commercial Loan Commission, composed of representatives of participating lending institutions. The Commission reviews applications and has final authority for either approval or denial of the loan.

*This program is designed to provide loans from \$1,000-\$10,000 to assist in good-standing existing businesses and to encourage new business projects within Berwyn city limits.*

## **Eligibility**

Each Borrower must:

- A. Be a for profit business within Berwyn City limits.
- B. Have a proprietary interest in the business.
- C. The minimum amount of project work must exceed \$1,000, and project work must not exceed \$10,000.
- D. Be duly organized, validly existing, in good standing and, when applicable, licensed to do business under the laws of Illinois.
- E. Meet any citizenship or legal resident status requirements imposed by HUD.
- F. Possess the licenses, certifications, zoning approvals and permits necessary to operate the proposed business at the time the loan is approved.
- G. Project work must correct all code violations and conform to the provisions of the Americans With Disabilities Act.
- H. Program participants must allow the City to make permit and work progress inspections as is its legal right and obligation.
- I. Be current, and ensure that all loan guarantors are current on business and personal income taxes, real and personal property taxes, payroll and business taxes, and court ordered judgements.
- J. Provide disclosure of any outstanding litigation involving the business, the business owner(s) and any guarantor(s).
- K. Program participants must become and remain BDC members in good standing for the life of the loan.
- L. Businesses ineligible for Microloans include, but are not limited to, gambling (not as a primary source of funds), firearms, retail liquor, and pornography.

## **Use of Funds**

BDC Microloans may be used for the following:

- Construction
- Rehabilitation
- Machinery and equipment
- Installation of commercial and industrial facilities
- Working capital expenses
- Inventory
- Legal and accounting purposes
- Purchase of furniture or fixtures

The following are ineligible uses for Microloans:

- Purchase of real estate
- Refinancing existing debt
- Leasehold improvements
- Property tax payments
- Insurance premiums

## **Loan Process**

- The BDC Commercial Loan Commission reviews applications.
- Staff will conduct a site visit, if applicable, prior to loan approval with the potential borrower.

- The BDC Commercial Loan Commission makes the final determination as to whether the loan should be extended.

### **Application Fee**

Businesses that are interested in applying for a loan will be requested to submit an application along with other documents as detailed in the Loan Application. (Exhibit D)

A nonrefundable application fee is required and must be submitted prior to any review of the request.

The fee should be made payable to Berwyn Development Corporation.

The application fees are based on the loan size as follows:

- Loans \$1,000-\$ 3,000: \$75.00
- Loans \$3,001-\$6,600: \$125.00
- Loans \$6,601-\$10,000: \$175.00

### **Loan Terms**

*Interest Rate:* The interest rate of each approved loan may be established annually and keyed to an index rate based on the prime rate on December 1 plus up to 5 points. The interest rate is reviewed annually by the Loan Commission and is subject to change.

*Loan Term:* The maximum term of the loan will be three years.

*Collateral:* All loans must be secured. Collateral may include, but is not limited to Business and Personal assets. A Personal Guaranty may also be required.

*Loan Disbursement:* A check will be issued to the vendor after invoices are submitted to the Berwyn Development Corporation. A line-item documenting the disbursement of funds will be provided to the commission after all necessary work or payments have been completed (no longer than 6 months).

*Late Fees:* A \$45.00 late fee will be charged for late payments. A 10-day grace period will be in effect. There are no prepayment penalties.

*Equity:* The owner must contribute 10% of the project cost in the form of equity.



A Century of Progress with Pride

October 9, 2018

Members of City Council

**Re: Appointment of Thomas J. O'Halloran as Deputy Chief of Police**

Council Members:

With the retirement of Deputy Chief of Police, Joseph P. Drury, a vacancy in the Berwyn Police Administration has developed.

Based on the recommendation of Police Chief Cimaglia I hereby appoint, with City Council's consent, Thomas J. O'Halloran to the position of Deputy Chief of Police effective October 9, 2018.

Thank you for your anticipated cooperation and consent.

Respectfully,

Robert J. Lovero  
Mayor



Mayor  
Robert J. Lovero

# BERWYN POLICE DEPARTMENT

*"Serving with Pride"*



Chief of Police  
Michael D. Cimaglia

To: Honorable Mayor Robert J. Lovero  
Date: 13 September 2018

## Re: Recommendation

---

Dear Sir,

With the retirement of Deputy Police Chief Joseph P. Drury, a vacancy in the Berwyn Police Administration has developed. In considering the responsibilities of the Deputy Police Chief's position and in reviewing experience and knowledge of upper staff of the Police Department, I would like to recommend that Division Commander Thomas J. O'Halloran be appointed to the open Deputy Chief position.

I make this recommendation after considering and reviewing several facts. Thomas J. O'Halloran holds and brings forward the following qualifications:

- He began his career in 1985 as a Civilian Tele-communicator
- In 1989 he successfully graduated from the Chicago Police Academy and became a full-time sworn Berwyn Police Officer.
- Throughout his career Tom O'Halloran has been trained and worked as a Juvenile Investigator, a Detective, a Tactical Officer, a School Liaison and Resource Officer, a Patrol Sergeant and a Division Commander.
- As a Division Commander Tom O'Halloran has overseen Patrol functions, Investigative functions, major cases, juvenile cases Tactical Operations and task force assignments.
- Tom O'Halloran holds a Bachelor of Arts degree in Criminal Social Justice and a Master of Science Degree in Public Safety Administration.
- Tom O'Halloran has been assigned to Police Administration as a Division Commander since 2001 and holds a vast amount of knowledge pertaining to the inner workings and functions of the Berwyn Police Department, the Communications Center, the Police Budget and the Pension procedures.
- Tom O'Halloran is an active member of the City of Berwyn's 9-1-1 Board and currently holds the Presidency of the Berwyn Police Pension Board.


6401 West 31<sup>st</sup> St Berwyn, IL 60402 - Emergency 9-1-1 -708-795-5600 – Fax 708-795-5627

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

Thomas O'Halloran has been a dependable, loyal and hardworking member of the Berwyn Police Department and especially in his Administrative capacity since 1985 and in my opinion is the best candidate/individual to fill the vacant Deputy Police Chief position.

Therefore it is my recommendation that Division Commander Thomas J. O'Halloran be appointed to the position of Deputy Police Chief of the Berwyn Police Department at the Tuesday, October 09, 2018 City Council meeting.

Respectfully,

A handwritten signature in cursive script, appearing to read "Chief Michael D. Cimaglia". The signature is written in black ink and is positioned above a horizontal line.

Michael D. Cimaglia  
Chief of Police  
Berwyn Police Department



A Century of Progress with Pride

October 9, 2018

Members of City Council

**Re: Appointment of Loretta J. Shumate to the Historic Preservation Commission**

Council Members:

Historic Preservation Commissioner Gina M. Spada has tendered her resignation. I would like to thank Ms. Spada for her years of service on the Historic Preservation Commission.

In order to address this vacancy on the Historic Preservation Commission, I am recommending Loretta Shumate as a replacement for this position. Ms. Shumate has many years of experience within the engineering environment and a firm understanding of maps and exhibits.(resume attached.)

I ask that you concur with my recommendation to appoint Loretta Shumate to the Historic Preservation Commission for a 3 year term limit as of October 9, 2018.

Respectfully,

Robert J. Lovero  
Mayor

September 24, 2018

To Mayor Lovero and the City Council,

I would like to thank Alderman Alicia Ruiz for recommending me to serve on the Berwyn Historical Preservation Commission. It's an honor just to be considered.

I have lived in Berwyn with my spouse Jeffrey Robbins since 2014. We purchased a 1931 bungalow, which we love. I joined to Berwyn Historical Society and have attended a couple of Bungalow Tours so far. I am very interested in the history of the area and how that relates to the future of Berwyn and the cultural enrichment and success of its residents. Finding ways to be active and involved have been a challenge, so perhaps my skills would be of use on the Commission.

While I do not hold a Master's degree in Urban Planning and Policy, I did take a few graduate courses in that school at UIC in Geospatial Analysis. There I learned to use ArcGIS to create maps and exhibits that help provide clarity when analyzing data. This may be something that is of use to the Commission, as U.S. Census data as well as other local data can be utilized that could provide insight and help inform evaluations and decision-making.

My educational background is mainly in Fine Arts, but as you see I've been working in an engineering environment for many years. I have a love of history, architecture and art, and would do my best to serve Berwyn in a positive way if selected to serve on the Commission.

Sincerely,



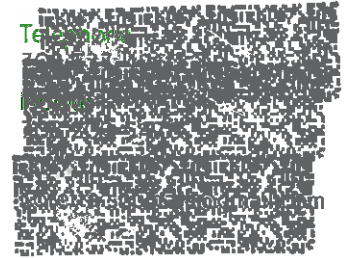
Loretta J. Shumate





# Loretta Shumate

BERWYN, ILLINOIS 60402



## Profile

An experienced professional in geographic information technology and project management support in engineering environment. An energetic and motivating team player with proven ability to effectively manage multiple tasks and responsibilities. Self starter and strong independent worker; highly adaptable to ever changing circumstances. Key member in any team creating highest quality deliverables.

## Experience

### **GIS Associate, Collins Engineers, Inc., Chicago, IL 2010-Present**

GIS technician working with Chicago Department of Transportation, Project Coordination Office. Managing data uploads, downloads and QA/QC for utility coordination efforts.

Process sonar imagery and produce composite imagery for reports.

Assist in various data management functions for various state Departments of Transportation.

### **Project Coordinator, AECOM (formerly STS Consultants), Vernon Hills, IL 2005-2010**

Contract administrator and billing coordinator for the Quality Assurance and Material Testing Services contract with O'Hare Modernization Program. Assisted in invoice preparation, payment tracking and MBE/WBE utilization reporting, in compliance with City of Chicago requirements.

Assist Senior Principals responsible for largest geotechnical engineering projects in Vernon Hills office. Actively participating in project organization, report preparation and interaction with clients and engineers in other branch offices.

Provide support to department management and project engineers in preparing spreadsheets, tables, graphs, graphics, project registrations, proposals and invoices. Primary support in preparing boring logs using field data, test data and analysis with gINT software program.

### **Project Coordinator, Yost & Gardner Engineers, Phoenix, AZ 2001-2004**

Project Coordinator with focus on municipal plan review administration. Served as liaison with municipal client, between departments, delivering plans and other documents, answering procedural questions and obtaining final signatures on approved plans.

Administered distribution of bidding and contract documents. Ensured compliance with accepted practices regarding the bidding process.

### **Office Manager, City Construction, Phoenix, AZ 1989-1990**

Office Manager for a small general contracting company, responsible for all Accounts Payable and Receivable, and processing of payrolls. Solicited bids from subcontractors for particular projects. Assisted Cost Estimator in preparing bid cost spreadsheets and prepared bid documents for submission. Delivered bid packages to municipalities, meeting deadlines for submission.

### **Production Manager and Layout Designer, McCarthy Cabinet Company, Phoenix, AZ 1996-2001**

Supervised machine operators and skilled laborers in achieving production goals. Maintained high level of quality of workmanship among department workers. Ensured compliance with proper safety procedures.

Ordered sheet good and raw materials for the operation. Maintained inventories of material to ensure the efficient operation of the manufacturing process.

Provided layout documents for individual orders. Used computer layout software (relatively new at the time) and hand drafting to achieve high accuracy of documents.

### **Education**

University of Illinois Chicago - Certificate, Geospatial Analysis & Visualization, 2015

Southern Illinois University at Edwardsville, IL - Master of Fine Arts, 1988

Northeast Missouri State University (now Truman State), Kirksville, MO - Bachelor of Arts, 1985

Additional coursework, School of Architecture, Arizona State University, Tempe, AZ - 1993-1994

Additional coursework, School of Engineering, University of Arizona, Tucson, AZ - 2004

### **Skills**

Demonstrated ability to effectively communicate with clients, management, and co-workers, including technical and non-technical.

Competent in many software applications, including ESRI ArcGIS, Microsoft Office Suite, Adobe Creative Suite, Bentley, and many others. Able to learn new applications easily as needed.

### **Other Certifications/ Training**

Edward Tufte course in Presenting Data and Information

### **References**

upon request



**A Century of Progress with Pride**

**Proclamation**

**WHEREAS**, Sunday, December 3, 2018, marks Illinois' 200<sup>th</sup> birthday, as Illinois became the 21<sup>st</sup> state in the union; and,

**WHEREAS**, the City of Berwyn joins partners across the state in recognizing the Illinois Bicentennial, and celebrating what is BORN, BUILT, AND GROWN in Illinois throughout the year; and,

**WHEREAS**, the Illinois Department of Human Rights is celebrating the Illinois Bicentennial by engaging at least 200 units of local government throughout the State of Illinois to join the Fairness and Equality Campaign; and,

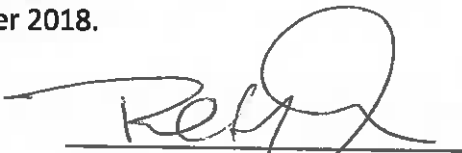
**WHEREAS**, the Fairness and Equality Campaign aims to celebrate and reaffirm the Land of Lincoln's rich history of valuing diversity, inclusion, and non-discrimination; and,

**WHEREAS**, by supporting the Fairness and Equality Campaign, hopes to inspire a welcoming and inclusive community that fosters greater understanding of others; and,

**WHEREAS**, the City of Berwyn is proud to support the Fairness and Equality Campaign and urges local units of government throughout the State to reaffirm that the Campaign's core principles are essential to an open, thriving, and diverse community; and,

**THEREFORE**, I, Mayor Robert J. Lovero and the members of Berwyn City Council do hereby proclaim that the City of Berwyn, is proud to support the Fairness and Equality Campaign in celebration of the Illinois Bicentennial, and encourage all residents to recognize and honor the core principles of diversity, inclusion, and non-discrimination in Illinois.

Entered upon the records of the City of Berwyn this 9<sup>th</sup> day of October 2018.

  
Robert J. Lovero, Mayor

\_\_\_\_\_  
Margaret Paul, City Clerk

H 1

Mayor  
**Robert J. Lovero**



City Clerk  
**Margaret M. Paul**

**A CENTURY OF PROGRESS WITH PRIDE**

6700 W 26<sup>th</sup> Street • Berwyn, IL 60402 • Ph: (708) 788-2660 • Fax: (708) 788-2675 • Berwyn-IL.gov

**Zoning, Planning and  
Development Commission**

Joel Chrastka  
Douglas Walega  
Richard F. Bruen, Jr.  
Lance C. Malina  
Don Miller  
Rosina LaPietra  
Cathy Norden

October 4, 2018

**Re: Request for Certain Amendments to the Text of the Zoning Code of the City of Berwyn (“Zoning Code”) Relative to Public Hearing Notices, Use Variations, Map and Text Amendment Procedures, and Places of Worship Use Designations**

Mayor Lovero and Members of the City Council:

Attached for your consideration are Findings of Fact from the Zoning, Planning and Development Commission for a request for certain amendments to the text of the Zoning Code of the City of Berwyn (“Zoning Code”) relative to public hearing notices, use variations, map and text amendment procedures, and places of worship use designations. A text amendment may be granted where the standards in Section 1252.03(E)(3) of the Zoning Code relative to text amendments are found to have been met. The Petition was filed by City of Berwyn. Attached to the Findings of Fact is an Exhibit from the Public Hearing.

**The Zoning, Planning and Development Commission recommended APPROVAL of the requested text amendments, on a vote of six (6) in favor and zero (0) opposed, with one member absent.**

Respectfully,

Lance C. Malina  
Executive Secretary,  
Berwyn Zoning, Planning and Development Commission

Additions to existing text of the City of Berwyn Zoning Code are indicated by underlining, and deletions to existing text of Zoning Code are indicated by ~~strikethrough~~

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

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 4 (ZONING) OF PART TWELVE (PLANNING AND ZONING) OF THE CODIFIED ORDINANCES OF BERWYN RELATIVE TO PUBLIC HEARING NOTICES, USE VARIATIONS, MAP AND TEXT AMENDMENT PROCEDURES AND PLACES OF WORSHIP USE DESIGNATIONS**

**WHEREAS**, the City of Berwyn has filed a petition proposing certain amendments to the text of Title 4 (Zoning) of Part Twelve (Planning and Zoning) of the Codified Ordinances of Berwyn (the “Zoning Code”) relative to notices, variations and uses (the “Proposed Text Amendments”); and

**WHEREAS**, the Application has been referred to the Zoning, Planning and Development Commission of the City (“Commission”) and has been processed in accordance with the Zoning Code, as amended; and

**WHEREAS**, on September 19, 2018, the Commission held a public hearing on the Application pursuant to notice thereof given in the manner required by law, and, after considering all of the testimony and evidence presented at the public hearing, the Commission recommended approval of the Application by a vote of \_\_ in favor and \_\_ opposed, all as set forth in the Findings and Recommendation of the Commission in this matter (“Findings and Recommendation”), a copy of which is attached hereto as Exhibit B; and

**WHEREAS**, the City Council of the City has duly considered the Findings and Recommendation of the Commission, and all of the materials, facts and circumstances affecting the Application, and, in accordance with the Findings and Recommendation of the Commission, find that the Application satisfies the standards set forth in Section 1252.03(E)(3) of the Zoning Code relating to Zoning Code text amendments.

**WHEREAS**, pursuant to the authority granted under Division 13 of the Illinois Municipal Code (65 ILCS 5/11-13-1 et seq.), and its home rule powers and authority, pursuant to Article VII, Section 6 of the Illinois Constitution of 1970, the City Council of the City approve the Proposed Text Amendments to the Zoning Code set forth below, and find the adoption of the Proposed Text Amendments to be in the best interests of the City.

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Berwyn, Cook County and State of Illinois, as follows:

**SECTION 1: Incorporation.** Each whereas paragraph set forth above is incorporated by reference into this Section 1.

**SECTION 2:** The City Council approve and adopt the Findings and Recommendation of the Commission and incorporate such Findings and Recommendation herein by reference as if fully set forth herein. A copy of the Commission’s Findings and Recommendation is attached hereto as Exhibit A and made a part hereof.

**SECTION 3:** The line for “Places of Worship” in Table 1244.02-A (Use Table) of Section 1244.02 (Use Table) of Chapter 1244 (Uses) of Title 4 (Zoning) of Part Twelve (Planning and Zoning) of the Codified Ordinances of Berwyn is amended by changing the use designation within the Industrial District from “P” Permitted Use to a blank, indicating a use that is not allowed in the Industrial District.

**SECTION 4:** Subsection C (Notice) of Section 1252.02 (Administrative Procedures) of Chapter 1252 (Administration) of Title 4 (Zoning) of Part Twelve (Planning and Zoning) of the Codified Ordinances of Berwyn is amended to read in its entirety as follows:

(C) Notice. The administrative body conducting a hearing shall not hear a zoning application unless the applicant complies in all respects to the notice requirements established herein.

(1) Published notice.

(a) Applicability. Published notice of a public hearing shall be provided by the Zoning Administrator for applications for special use permits, major variations, zoning text amendments, zoning map amendments, zoning appeals, and planned developments.

(b) Time frame. Published notice shall be provided in a newspaper of general circulation within the city no less than 15 days, but no more than 30 days, in advance of the scheduled hearing date.

(c) Contents. The notice shall include the date, time, location, and purpose of the hearing, the name of the body holding the hearing, the name of the applicant, and the address of the subject property. The city may provide additional forms of published notice, including, but not limited to, notice of the hearing on the city's website.

(2) Mailed or delivered notice.

(a) Applicability. Mailed or delivered notice of a public hearing shall be provided by the ~~applicant-city~~ for applications for special use permits, major variations, and zoning map amendments.

(b) Time frame. The notice shall be provided no less than ~~15-10~~ days, but no more than 30 days, in advance of the scheduled hearing date.

(c) Notice to neighboring properties. Mailed notice shall be ~~provided-addressed and provided via mailing or personal delivery~~ to the “owners/occupants” of all properties located within 250 feet of the property line of the subject property ~~in the case of special uses and variations, and 100 feet in the case of map amendments. The applicant responsible for the mailed or delivered notice shall provide an affidavit to the Zoning Administrator stating that notice was provided to every property within 250 feet of the subject property as well as the names, addresses, and property identification numbers of all notice recipients. The requirements of this section shall not prevent the city or applicant from giving additional notice to additional properties located more than 250 feet from the property line of the subject property as the city or applicant may deem appropriate.~~

(d) Contents. The notice shall include the date, time, location, and purpose of the hearing, the name of the body holding the hearing, the name of the applicant, and the address of the subject property.

(e) Minor variations. Mailed or delivered notice of Zoning Administrator review shall be provided by the ~~city applicant~~ for applications for minor variations. The notice shall be ~~provided addressed and provided via mail or personal delivery~~ to the “owners/occupants” of all properties located adjacent to and across the street from the subject property at least ~~45~~10 days prior to the date that the Zoning Administrator indicates that a decision will be rendered on the application. ~~The applicant responsible for the mailed or delivered notice shall provide an affidavit to the Zoning Administrator stating that notice was provided to each property and shall provide the city with the names, addresses, and property identification numbers of all notice recipients.~~

~~(3) Posted sign notice.~~

~~(a) Applicability. Posted sign notice of a public hearing shall be provided by the Zoning Administrator for applications for special use permits, major variations, zoning map amendments, and planned developments.~~

~~(b) Time frame. The notice shall be provided no less than 15 days, but no more than 30 days, in advance of the scheduled hearing date.~~

~~(c) Location. Posted sign notice shall be located on the property so that it is visible to passersby. A minimum of one sign shall be provided per street frontage.~~

~~(d) Contents. The notice shall include the date, time, location, and purpose of the hearing, the name of the body holding the hearing, the name of the applicant, and the address of the subject property.~~

~~(e) Requirement modifications. The Zoning Administrator may modify the posted sign notice requirements when these requirements are found to be inappropriate or ineffective in providing the intended notice to passersby. Modifications to the posted sign notice may include content, quantity, and location.~~

**SECTION 5:** Subsection D.1. (Variation/Purpose) of Section 1252.03 (Zoning Applications) of Chapter 1252 (Administration) of Title 4 (Zoning) of Part Twelve (Planning and Zoning) of the Codified Ordinances of Berwyn is amended to read in its entirety as follows:

(1) Purpose. The purpose of this variation application is to grant relief from the regulations of this Zoning Code to the extent that literal enforcement of such regulations creates particular hardships or practical difficulties in developing property due to the unique attributes of the property. ~~The purpose of the variation process is not to provide relief from the use regulations of this Zoning Code.~~

**SECTION 6:** Subsection E (Zoning Text and Map Amendment) of Section 1252.03 (Zoning Applications) of Chapter 1252 (Administration) of Title 4 (Zoning) of Part Twelve (Planning and Zoning) of the Codified Ordinances of Berwyn is amended to read in its entirety as follows:

(E) Zoning text and map amendment.

(1) Purpose. The purpose of this zoning text or map amendment application is to allow modifications to the text of the Zoning Code and the boundaries of the zoning map in response to changing conditions and/or policies in the city.

(2) Procedure.

(a) Action by the Zoning Administrator.

1. An application for a zoning text or map amendment shall be filed with the Zoning Administrator in accordance with § 1252.02(B) (Application Procedure).

2. Upon determining that the application is complete, the Zoning Administrator shall prepare a report for the ~~Zoning, Planning, and Development Commission~~ City Council based upon a balance of the standards of division (E)(3) of this section and schedule the application for consideration by the ~~Zoning, Planning, and Development Commission~~ City Council.

(b) ~~Action—Public Hearing~~ by the ~~Zoning, Planning, and Development Commission~~ City Council on Map Amendments.

1. The ~~Zoning, Planning, and Development Commission~~ City Council shall conduct a public hearing on a proposed zoning map amendment at a regularly scheduled meeting in accordance with § 1252.02(D) (Public Hearing) within 60 days after receipt of a complete application. The 60-day period may be extended with the written consent of the applicant.

~~2. The Zoning, Planning, and Development Commission shall evaluate the application based upon the Zoning Administrator's report, the evidence presented at the public hearing, and the standards of division (E)(3) of this section.~~

~~3. For zoning text amendments, the Zoning, Planning, and Development Commission shall recommend approval, approval with conditions, or denial of the application.~~

~~4. The Zoning, Planning, and Development Commission shall forward its recommendation and the minutes of its public hearing to the City Council within 60 days after the close of the public hearing.~~

(c) Action by the City Council.

1. The City Council shall consider the application at a regularly scheduled meeting within 60 days after the public hearing, in the case of a map amendment, or within 60 days of receiving the report of the Zoning Administrator, in the case of text amendments. Map amendments, in the discretion of the City Council, may be considered immediately upon conclusion of a public hearing, receiving the recommendation of the Zoning, Planning, and Development Commission. The 60-day period may be extended with the written consent of the applicant.



2. The City Council shall evaluate the application based upon the Zoning Administrator's report, ~~the recommendation of the Zoning, Planning, and Development Commission~~; the evidence presented at the public hearing, in the case of map amendments, and the standards of division (E)(3) of this section.

3. For zoning text amendments, the City Council shall take action in the form of approval, approval with conditions, or denial, ~~or referral of the application back to the Zoning, Planning, and Development Commission for further consideration.~~

4. For zoning map amendments, the City Council may take action in the form of approval, approval with conditions, or denial, ~~or referral of the application back to the Zoning, Planning, and Development Commission for further consideration.~~

5. A two-thirds favorable vote of the City Council is required if a written protest is filed with the City Clerk against the proposed zoning text or map amendment, signed by the owners of no less than 20% of the frontage along, immediately adjacent to, immediately across an alley from, or directly across the street from the subject property. A copy of any such protest shall be served by the protestor on the applicant for the proposed amendments and the applicant's attorney, if applicable, by certified mail at the address shown in the application for the proposed amendment.

(3) Standards for zoning amendments. The City Council, ~~Zoning, Planning, and Development Commission~~, and Zoning Administrator shall evaluate applications for zoning text or map amendments with specific written findings based on a balance of the standards of this section.

(a) The proposed amendment will not endanger the health, safety, comfort, convenience, and general welfare of the public.

(b) The proposed amendment is compatible with the existing uses, character, and zoning of adjacent properties and other property within the immediate vicinity of the proposed amendment.

(c) The proposed amendment provides a relative gain to the public, as compared to any hardship imposed upon an individual property owner.

(d) The proposed amendment makes it more feasible to develop property relative to the present zoning classification of the property.

(e) The proposed amendment facilitates the development of property, including vacant property, in contrast to the development of other property in the vicinity.

(f) The proposed amendment addresses the community need for a specific use.

(g) The proposed amendment corrects an error, adds clarification, or reflects a change in policy.

(h) The proposed amendment rectifies existing nonconformities and, if so, the extent of such nonconformities.

(i) The proposed amendment is consistent with the intent of the Comprehensive Plan, this Zoning Code, and the other land use policies of the city.

**SECTION 7: No Other Changes.** Except as to the Zoning Code Text Amendments set forth above in this Ordinance, all Chapters and Sections of the Codified Ordinances of Berwyn, as amended, shall remain in full force and effect.

**SECTION 8: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

**SECTION 9: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2018.

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Robert J. Lovero, Mayor

ATTEST:

\_\_\_\_\_  
Margaret Paul, City Clerk

Published by me in pamphlet form this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Margaret Paul, City Clerk

**FINDINGS OF FACT AND RECOMMENDATION OF THE  
CITY OF BERWYN ZONING, PLANNING AND DEVELOPMENT COMMISSION  
TO THE MAYOR AND CITY COUNCIL**

**ZPDC No. 18-06  
September 19, 2018**

**APPLICATION:** Request for Certain Amendments to the Text of the Zoning Code of the City of Berwyn Relative to Public Hearing Notices, Use Variations, Map and Text Amendment Procedures, and Places of Worship Use Designations

**PETITIONER:** City of Berwyn

**SUMMARY OF REQUEST AND RECOMMENDATION:** The City of Berwyn ("Petitioner") has submitted a request for certain amendments to the text of the Zoning Code of the City of Berwyn ("Zoning Code") relative to public hearing notices, use variations, map and text amendment procedures, and places of worship use designations (the "Proposed Text Amendments"). The City's request for amendments to the text of the Zoning Code is subject to the procedures set forth in Section 1252.03(E)(2) of the Zoning Code.

Following a public hearing held on September 19, 2018, the City of Berwyn Zoning, Planning and Development Commission voted six (6) in favor and zero (0) opposed, with one (1) member absent, to recommend approval of the Proposed Text Amendments of the Zoning Code to the Mayor and City Council.

**BACKGROUND:** A year ago, on September 19, 2017, the City of Berwyn adopted its new Zoning Code. Those changes were effective on September 22, 2017. After implementing and utilizing the new Zoning Code provisions for the last year, the City of Berwyn determined that it would be in the best interest of the City and its residents to make certain amendments to the Zoning Code relative to public hearing notices, use variations, map and text amendment procedures, and places of worship use designations. The City believes that these changes will, among other things, streamline and better facilitate applications for relief under the new Zoning Code, without compromising due process.

**PUBLIC HEARING:** At the public hearing on the Proposed Text Amendments, Executive Secretary Lance Malina, on behalf of the Petitioner, City of Berwyn, explained in detail the following Proposed Text Amendments:

1. Places of Worship in Industrial Zones: The first of the Proposed Text Amendments is an amendment of Table 1244.02-A (Use Table) of Section 1244.02 (Use Table) of the Zoning Code to change the use designation of "Places of Worship" in Industrial Zoning Districts from "P" Permitted, to a blank, indicating a use that is not allowed in the Industrial District. Places of Worship are currently designated as permitted uses in all residential zoning districts, in the Public Areas District, and in the Industrial District. Places of Worship are designated as special uses in all commercial zoning districts. There are not, currently, any locations where Places of Worship are not allowed. The City's administration has suggested that the use designation of Places of Worship be changed in the Industrial District from permitted to prohibited. The primary reason for the change is the importance of the limited amount of industrially zoned properties to the commercial and tax base of the City. Most Places of Worship are currently long existing, and

to the extent that someone seeks to establish a new Place of Worship, or an existing Place of Worship seeks to move within the City, every other zoning district is available as a destination as either a permitted or special use.

2. Notice of Public Hearings: The second of the Proposed Text Amendments is an amendment to Section 1252.02 (Administrative Procedures) of the Zoning Code to revise the requirements relative to mailed notice of public hearings and for minor variations, and deletion of the sign posting requirement. When the Zoning Code was rewritten in 2017, the long-existing notice provisions for public hearings before the ZPDC (formerly the Zoning Board of Appeals) were replaced in their entirety. The following changes are designed to simplify the notice requirements, while still providing due process:

- Make the City, rather than an applicant, responsible for mailing or delivering notices of public hearings. Notice had historically been provided by the City, rather than an applicant. The City can more consistently and easily provide the required notice, and having the City provide notice, rather than an applicant, will reduce the burden on an applicant in seeking zoning relief;
- Require notice to be provided no less than ten (10) days, rather than fifteen (15) days, prior to a scheduled hearing. This slight reduction in how far in advance notices need to be provided will aid administration of zoning applications by allowing zoning applications to proceed on what are often tight timelines, while still ensuring that nearby property owners are receiving ample advance notice of a zoning hearing;
- Require mailed notice to be sent addressed to the “owners/occupants” of all properties within 250 feet of the property line of a property subject to a special use or variation request, and within 100 feet of the property line of a property that is the subject of a map amendment request. Presently, mailed notice is required to all owners of properties located within 250 feet. Identifying individual owners and sending out mailing specifically addressed to each owner can be time-consuming and difficult, as it requires research for each property within 250 feet in order to identify the owner. The research cannot consist simply of looking at the Cook County Treasurer’s website portal, as owners may, in many cases, be different than the taxpayer of record. Corresponding changes are made regarding delivery of notice to properties located adjacent to and across the street from a property that are the subject of a minor administrative variation; and
- The requirement that signs of upcoming public hearings be posted on the property is deleted. While there is nothing that would prevent the City from posting such signs if it desired, the requirement for mandatory posting is deleted.

3. Use Variations: The third of the Proposed Text Amendments is an amendment of Subsection D.1. (Variation/Purpose) of Section 1252.03 (Zoning Applications) to delete the prohibition on use variations. The former Zoning Board of Appeals considered a number of use variations over the years. When the Zoning Code was replaced, use variations were specifically prohibited. That prohibition is proposed to be deleted in order to provide the ZPDC, and the City Council, the flexibility to allow consideration and approval of use variations where the standards applicable to variations have been met.

4. Text and Map Amendment Process and Procedure: The final of the Proposed Text Amendments is an amendment of Subsection E (Zoning Text and Map Amendment) of Section

1252.03 to allow direct consideration by the City Council of all zoning code text amendments, and to allow public hearings on map amendments to be held by the City Council, in lieu of the ZPDC. Under the Old Zoning Code, all zoning code text amendments were considered directly by the City Council with no public hearing. The new Zoning Code submitted all amendments, both text amendments and map amendments, to public hearings before the ZPDC. This Proposed Amendment will allow text amendments to be considered and approved directly by the City Council, with no public hearing, and map amendments to be considered directly by the City Council, following a public hearing before the City Council. In neither case will review or a public hearing before the ZPDC be required. This will promote efficiency.

Exhibits marked during the course of the Public Hearing included: **City Group Exhibit 1**, which consisted of the published legal notice for the public hearing, Memorandum from Executive Secretary Malina to the Zoning, Planning, and Development Commission dated September 11, 2018, and a Draft Ordinance implementing the requested text amendments to the City Zoning Code.

There being no further questions or members of the public wishing to speak on the application, the Public Hearing was closed.

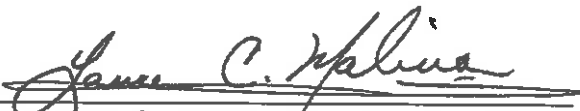
The members of the Zoning, Planning and Development Commission each then in turn expressed their views on the Proposed Text Amendments. Commissioner Norden made a motion, seconded by Commissioner LaPietra, to approve the Proposed Text Amendments requested by the Petitioner. The Zoning, Planning, and Development Commission voted six (6) in favor and zero (0) opposed, with one (1) member absent, to recommend approval of the Proposed Text Amendments to the Mayor and City Council.

**FINDINGS:** The Zoning, Planning, and Development Commission makes the following Findings as to the Proposed Text Amendments:

- a. **The proposed amendments will not endanger the health, safety, comfort, convenience, and general welfare of the public.** The Proposed Text Amendments are in the best interests of the public, and will act to streamline and facilitate applications for relief under the new Zoning Code, without compromising due process.
- b. **The proposed amendment is compatible with the existing uses, character, and zoning of adjacent properties and other property within the immediate vicinity of the proposed amendment.** This standard is not applicable to the Proposed Text Amendments.
- c. **The proposed amendment provides a relative gain to the public, as compared to any hardship imposed upon an individual property owner.** The Proposed Text Amendments will benefit the general public by acting to streamline and facilitate applications for relief under the new Zoning Code, without compromising due process.
- d. **The proposed amendment makes it more feasible to develop property relative to the present zoning classification of the property.** This standard is not applicable to the Proposed Text Amendments.

- e. **The proposed amendments facilitate the development of property, including vacant property, in contrast to the development of other property in the vicinity.** This standard is not applicable to the Proposed Text Amendments.
- f. **The proposed amendment addresses the community need for a specific use.** By streamlining notice procedures and future map and text amendments, and providing for use variations, the Proposed Text Amendments will address future community needs for specific uses. In addition, as to the change in use designations for Places of Worship, ample locations are already provided for Places of Worship.
- g. **The proposed amendment corrects an error, adds clarification, or reflects a change in policy.** The Proposed Text Amendments are the result, in some cases, of experiences since the enactment of the new Zoning Code in 2017. With the benefit of over a year's worth of experience with the new Zoning Code, the various Proposed Text Amendments have been proposed and collected into a single ordinance for a public hearing and recommendation to the City Council.
- h. **The proposed amendment rectifies existing nonconformities and, if so, the extent of such nonconformities.** This standard is not applicable to the Proposed Text Amendments.
- i. **The proposed amendment is consistent with the intent of the Comprehensive Plan, this Zoning Code, and the other land use policies of the City.** The Proposed Text Amendments further the goals, intent and policies of the City's Comprehensive Plan, the new Zoning Code, and other land use policies of the City.

**RECOMMENDATIONS:** Based upon the foregoing Findings, the Zoning, Planning, and Development Commission, by a vote of six (6) in favor and zero (0) opposed, with one (1) member absent, recommends APPROVAL to the Mayor and City Council regarding the requested amendments to the text of the Zoning Code of the City of Berwyn ("Zoning Code") relative to public hearing notices, use variations, map and text amendment procedures, and places of worship use designations.

Signed:   
 Lance C. Malina, Executive Secretary  
 Zoning, Planning and Development  
 Commission  
 City of Berwyn

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF COOK         )

**CLERK'S CERTIFICATE**

I, Margaret Paul, Clerk of the City of Berwyn, in the County of Cook, State of Illinois, do hereby certify that the attached and foregoing is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

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

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 4 (ZONING) OF PART TWELVE (PLANNING AND ZONING) OF THE CODIFIED ORDINANCES OF BERWYN RELATIVE TO PUBLIC HEARING NOTICES, USE VARIATIONS, MAP AND TEXT AMENDMENT PROCEDURES AND PLACES OF WORSHIP USE DESIGNATIONS**

which Ordinance was passed by the City Council of the City of Berwyn at a Regular City Council Meeting on the \_\_\_ day of \_\_\_\_\_, 2018, at which meeting a quorum was present, and approved by the Mayor of the City of Berwyn on the \_\_\_ day of \_\_\_\_\_, 2018.

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

AYES:

NAYS:

ABSENT:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Berwyn, this \_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
City Clerk

[SEAL]



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**MEMORANDUM**

**To:** Chairman Joel Chrastka and Members of the City of Berwyn Zoning, Planning and Development Commission  
**From:** Lance C. Malina, Executive Secretary  
**Date:** September 11, 2018  
**Re:** Report on Proposed Zoning Code Text Amendments

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Attached for the Commission’s consideration at the September 19, 2018, meeting of the Zoning, Planning and Development Commission (“ZPDC”), is the following:

AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 4 (ZONING) OF PART TWELVE (PLANNING AND ZONING) OF THE CODIFIED ORDINANCES OF BERWYN RELATIVE TO PUBLIC HEARING NOTICES, USE VARIATIONS, MAP AND TEXT AMENDMENT PROCEDURES AND PLACES OF WORSHIP USE DESIGNATIONS.

The Ordinance amends the text of the City’s Zoning Ordinance as follows:

- Amends Table 1244.02-A (Use Table) of Section 1244.02 (Use Table) of the Zoning Code to change the use designation of “Places of Worship” in Industrial Zoning Districts from “P” Permitted, to a blank, indicating a use that is not allowed in the Industrial District.
- Amends Section 1252.02 (Administrative Procedures) of the Zoning Code to revise the requirements relative to mailed notice of public hearings and for minor variations, and deletion of the sign posting requirement.
- Amends Subsection D.1. (Variation/Purpose) of Section 1252.03 (Zoning Applications) to delete the prohibition on use variations.
- Amends Subsection E (Zoning Text and Map Amendment) of Section 1252.03 to allow direct consideration by the City Council of all zoning code text amendments, and to allow public hearings on map amendments to be held by the City Council, in lieu of the ZPDC.



(collectively, the "Proposed Text Amendments").

As you will recall, the City's Zoning Code was completely replaced in 2017. The replacement resulted in the creation of different procedures in many cases for consideration of applications for zoning relief under the new 2017 Zoning Code (the "Zoning Code") versus the procedures that had long been in place under the old Zoning Code (the "Old Zoning Code"). With the benefit of over a year's worth of experience with the New Zoning Code, the various Proposed Text Amendments have been proposed and collected into a single ordinance for a public hearing and recommendation to the City Council.

Pursuant to Section 1252.03.E.a(2), the Zoning Administrator is to prepare a report for the ZPDC relative to the Proposed Text Amendments. The Zoning Administrator has requested that I make this report on his behalf.

The following is a more detailed summary of each of the Proposed Text Amendments:

1. Places of Worship in Industrial Zones: The first of the Proposed Text Amendments is an amendment of Table 1244.02-A (Use Table) of Section 1244.02 (Use Table) of the Zoning Code to change the use designation of "Places of Worship" in Industrial Zoning Districts from "P" Permitted, to a blank, indicating a use that is not allowed in the Industrial District. Places of Worship are currently designated as permitted uses in all residential zoning districts, in the Public Areas District, and in the Industrial District. Places of Worship are designated as special uses in all commercial zoning districts. There are not, currently, any locations where Places of Worship are not allowed. The City's administration has suggested that the use designation of Places of Worship be changed in the Industrial District from permitted to prohibited. The primary reason for the change is the importance of the limited amount of industrially zoned properties to the commercial and tax base of the City. Most Places of Worship are currently long existing, and to the extent that someone seeks to establish a new Place of Worship, or an existing Place of Worship seeks to move within the City, every other zoning district is available as a destination as either a permitted or special use.

2. Notice of Public Hearings: The second of the Proposed Text Amendments is an amendment of Section 1252.02 (Administrative Procedures) of the Zoning Code to revise the requirements relative to mailed notice of public hearings and for minor variations, and deletion of the sign posting requirement. When the Zoning Code was rewritten in 2017, the long-existing notice provisions for public hearings before the ZPDC (formerly the Zoning Board of Appeals) were replaced in their entirety. The following changes designed to simply the notice requirements, while still providing due process, are now proposed:

- Make the City, rather than an applicant, responsible for mailing or delivering notices of public hearings. Notice had historically been provided by the City, rather than an applicant. The City can more consistently and easily provide the

required notice, and having the City provide notice, rather than an applicant, will reduce the burden on an applicant in seeking zoning relief;

- Require notice to be provided no less than ten (10) days, rather than fifteen (15) days, prior to a scheduled hearing. This slight reduction in how far in advance notices need to be provided will aid administration of zoning applications by allowing zoning applications to proceed on what are often tight timelines, while still ensuring that nearby property owners are receiving ample advance notice of a zoning hearing;
- Requiring mailed notice to be sent addressed to the “owners/occupants” of all properties within 250 feet of the property line of a property subject to a special use or variation request, and within 100 feet of the property line of a property that is the subject of a map amendment request. Presently, mailed notice is required to all owners of properties located within 250 feet. Identifying individual owners and sending out mailing specifically addressed to each owner can be time-consuming and difficult, as it requires research for each property within 250 feet in order to identify the owner. The research cannot consist simply of looking at the Cook County Treasurer’s website portal, as owners may, in many cases, be different than the taxpayer of record. Corresponding changes are made regarding delivery of notice to properties located adjacent to and across the street from a property that are the subject of a minor administrative variation; and
- The requirement that signs of upcoming public hearings be posted on the property is deleted. While there is nothing that would prevent the City from posting such signs if it desired, the requirement for mandatory posting is deleted.

3. Use Variations: The third of the Proposed Text Amendments is an amendment of Subsection D.1. (Variation/Purpose) of Section 1252.03 (Zoning Applications) to delete the prohibition on use variations. The former Zoning Board of Appeals considered a number of use variations over the years. When the Zoning Code was replaced, use variations were specifically prohibited. That prohibition is proposed to be deleted in order to provide the ZPDC, and the City Council, the flexibility to allow consideration and approval of use variations where the standards applicable to variations have been met.

4. Text and Map Amendment Process and Procedure: The final of the Proposed Text Amendments is an amendment of Subsection E (Zoning Text and Map Amendment) of Section 1252.03 to allow direct consideration by the City Council of all zoning code text amendments, and to allow public hearings on map amendments to be held by the City Council, in lieu of the ZPDC. Under the Old Zoning Code, all zoning code text amendments were considered directly by the City Council with no public hearing. The new Zoning Code submitted all amendments, both text amendments and map amendments, to public hearings before the ZPDC. This Proposed Amendment will allow text amendments to be considered and approved directly by the City Council, with no public hearing, and map amendments to be considered directly by the City Council,

following a public hearing before the City Council. In neither case will review or a public hearing before the ZPDC be required. This will promote efficiency.

As the ZPDC considers these Proposed Text Amendments, keep in mind that no one standard or set of standards is required to be met for a Zoning Code Text Amendment to be approved or recommended for approval. Instead, the Proposed Text Amendments are to be considered based on a balance of the various standards set forth in Section 1252.E.3. My report on how the standards apply to the Proposed Text Amendments is as follows:

**a. The proposed amendments will not endanger the health, safety, comfort, convenience, and general welfare of the public.** The Proposed Text Amendments are in the best interests of the public, and will act to streamline and facilitate applications for relief under the new Zoning Code, without compromising due process.

**b. The proposed amendment is compatible with the existing uses, character, and zoning of adjacent properties and other property within the immediate vicinity of the proposed amendment.** This standard is not applicable to the Proposed Text Amendments.

**c. The proposed amendment provides a relative gain to the public, as compared to any hardship imposed upon an individual property owner.** The Proposed Text Amendments will benefit the general public by acting to streamline and facilitate applications for relief under the new Zoning Code, without compromising due process.

**d. The proposed amendment makes it more feasible to develop property relative to the present zoning classification of the property.** This standard is not applicable to the Proposed Text Amendments.

**e. The proposed amendments facilitate the development of property, including vacant property, in contrast to the development of other property in the vicinity.** This standard is not applicable to the Proposed Text Amendments.

**f. The proposed amendment addresses the community need for a specific use.** By streamlining notice procedures and future map and text amendments, and providing for use variations, the Proposed Text Amendments will address future community needs for specific uses. In addition, as to the change in use designations for Places of Worship, ample locations are already provided for Places of Worship.

**g. The proposed amendment corrects an error, adds clarification, or reflects a change in policy.** The Proposed Text Amendments are the result, in some cases, of experiences since the enactment of the new Zoning Code in

2017. With the benefit of over a year's worth of experience with the new Zoning Code, the various Proposed Text Amendments have been proposed and collected into a single ordinance for a public hearing and recommendation to the City Council.

**h. The proposed amendment rectifies existing nonconformities and, if so, the extent of such nonconformities.** This standard is not applicable to the Proposed Text Amendments.

**i. The proposed amendment is consistent with the intent of the Comprehensive Plan, this Zoning Code, and the other land use policies of the City.** The Proposed Text Amendments further the goals, intent and policies of the City's Comprehensive Plan, the new Zoning Code, and other land use policies of the City.

In summary, I find the balance of the standards to have been met.

Signed:



Lance C. Malina, Executive Secretary  
Zoning, and Development Commission  
City of Berwyn

KLEIN, THORPE & JENKINS LTD INC  
City of Berwyn/Amendments

ADORDERNUMBER: 0001069157-01

PO NUMBER: City of Berwyn/Amendments

AMOUNT: 207.32

NO OF AFFIDAVITS: 3

# Chicago Sun-Times Certificate of Publication

State of Illinois - County of Cook

Chicago Sun-Times, does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Compiled Statute requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. 1874, P728 Sec 1, EFF. July 1, 1874. Amended by Laws 1959, P1494, EFF. July 17, 1959. Formerly Ill. Rev. Stat. 1991, CH100, Pl.

Note: Notice appeared in the following checked positions.

PUBLICATION DATE(S): 09/01/2018

Chicago Sun-Times

## LEGAL NOTICE/NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the City of Berwyn Zoning, Planning and Development Commission will hold a public hearing on Wednesday, the 19th day of September, 2018, in the City of Berwyn Council Chambers on the second floor, located at 6700 West 26th Street, Berwyn, Illinois, at the hour of 7:00 P.M. or as soon thereafter as the business of the Zoning, Planning and Development Commission permits, to consider the following:

The request of the City of Berwyn (the "Applicant") for certain amendments to the text of the Zoning Code of the City of Berwyn ("Zoning Code") relative to public hearing notices, use variations, map and text amendment procedures, and places of worship use designations.

The Applicant proposes the following amendments:

- Amendment of Table 1244.02-A (Use Table) of Section 12 44.02 (Use Table) of the Zoning Code to change the use designation of "Places of Worship" in Industrial Zoning Districts from "P" Permitted, to a blank, indicating a use that is not allowed in the Industrial District.
- Amendment of Section 1252.02 (Administrative Procedures) of the Zoning Code to revise the requirements relative to mailed notice of public hearings and for minor variations, and deletion of the sign posting requirement.
- Amendment of Subsection D.1. (Variation/Purpose) of Section 1252.03 (Zoning Applications) to delete the prohibition on use variations.
- Amendment of Subsection E (Zoning Text and Map Amendment) of Section 1252.03 to allow direct consideration by the City Council of all zoning code text amendments, and to allow public hearings on map amendments to be held by the City Council, in lieu of the Planning, Zoning and Development Commission.

The amendments to the text of the Zoning Code may be recommended for approval by the Planning, Zoning and Development Committee based on consideration of a balance of the standards set forth for such amendments in Section 1252.03, E.3. of the Zoning Code. A full copy of the proposed Text Amendments is available upon request from Lance Malina, Executive Secretary of the Zoning, Planning and Development Commission.

During the Public Hearing the Zoning, Planning and Development Commission will hear testimony from and consider any evidence presented by persons interested to speak on this matter. In addition, objections and other comments, if any, relating to the proposed Text Amendment request may be submitted to the Building Director, 6700 West 26th Street, Berwyn, Illinois, prior to 4:00 P.M. the day of the Public Hearing.

The Public Hearing may be continued from time to time without further notice, except as otherwise required under the Illinois Open Meetings Act.

Dated this 1st day of September, 2018

By Order of the City of Berwyn Zoning, Planning and Development Commission  
Lance Malina, Executive Secretary.

9/1/18

#1089157

IN WITNESS WHEREOF, the undersigned, being duly authorized, has caused this Certificate to be signed

by



Mary Lou Davis  
Account Manager - Public Legal Notices

This 1st Day of September 2018 A.D.

KLEIN, THORPE & JENKINS LTD INC  
20 N WACKER DR STE 1660  
CHICAGO, IL 60606-2903

*J-1*  
The City of Berwyn  
6700 W. 26<sup>th</sup> St.  
708-788-2660



Scott Lennon  
1<sup>st</sup> Ward Alderman

**A Century of Progress with Pride**

October 4, 2018

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

Subject: LGBT History Month

Dear Mayor and Members of the City Council:

I ask that you join all of us LGBT Elected officials in support of LGBT History Month in the City of Berwyn by supporting the attached Proclamation.

Thank you,

Scott Lennon  
Alderman, 1st Ward  
City of Berwyn



A Century of Progress with Pride

**PROCLAMATION**

**WHEREAS**, our nation was founded on the principle that the individual has infinite dignity and worth and that each has rights to their life, liberty and pursuit of happiness, and that each shall be accorded the full recognition and protection of law; and

**WHEREAS**, the City of Berwyn is committed to being a safe, welcoming and equitable community for all people regardless of race, ethnicity, socioeconomic status, age, sexual orientation, gender identification, country of origin, or any other identity; and

**WHEREAS**, the Lesbian, Gay, Bisexual, and Transgender (LGBT) communities of Berwyn are an integral part of the inclusive and vibrant culture of the City of Berwyn. LGBT History month originated in the United States, and was first celebrated in 1994; and

**WHEREAS**, the month of October is a month-long annual observance of lesbian, gay, bisexual and transgender history, and the history of the gay rights and related civil rights movements; and

**WHEREAS**, the fight for full and equal recognition and protection of the fundamental rights and liberties for LGBT people is reflected in the tireless dedication of advocates, allies, and supportive families who strive to forge a more inclusive society; and

**WHEREAS**, during the month of October, LGBT History Month provides role models, builds community, and represents a civil rights statement about the contributions of the LGBT community.

**NOW, THEREFORE**, let it be proclaimed that Mayor Robert J. Lovero, the Berwyn City Council, and the City of Berwyn declare October 2018 as LGBT HISTORY MONTH in the City of Berwyn and call upon the citizens of Berwyn to join us in celebrating our community's diversity and to stand with us to ensure that all members of our community feel welcome.

Entered upon the records of the City of Berwyn this 9<sup>th</sup> Day of October, 2018.

Robert J. Lovero, Mayor

Margaret Paul, City Clerk



**A Century of Progress with Pride**

October 5, 2018

To: Mayor Robert J Lovero  
City Council Members

Re: Minutes from September 26, 2018 and October 1, 2018 meetings of Sexual Harassment Policy and Culture meetings.

Please find attached the above noted minutes.

We recommend that Council accept them as informational.

Sincerely,

Jeanine L Reardon  
Committee Chair  
3<sup>rd</sup> Ward Alderman

Attached: 2



Minutes of Ad hoc Sexual Harassment Policy Committee  
September 26, 2018

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1. Jeanine Reardon (chair) opened the meeting at 6:32 p.m. Present at the meeting were: Jeanine Reardon, Jose Ramirez, Joseph Johnston, and Jane McAtee. Absent were Mike Delonay, Alicia Ruiz and Cesar Santoy.
2. Discussion ensued regarding quorum and those present determined that while perhaps not absolutely necessary for a committee, since our only business was to approve the results of our work it was preferred. We agreed to reconvene.
3. Jane McAtee moved that we suspend meeting until next Monday. Jose Ramirez seconded. All in favor.
4. Next meeting: October 1, 2018, 5:45pm, 2<sup>nd</sup> Floor Conference Room, City Hall
5. Meeting adjourned at 5:56pm

Minutes of Ad hoc Sexual Harassment Policy Committee  
October 1, 2018

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1. Jeanine Reardon (chair) opened the meeting at 5:48 p.m. Present at the meeting were: Jeanine Reardon, Jose Ramirez, Alicia Ruiz, Joseph Johnston, and Mike Delonay. Absent were Jane McAtee and Cesar Santoy.
2. Alderman Ruiz moved to approve the Report and Recommendations and present them to Council for consideration. Mike Delonay seconded. 5 votes in favor.
3. Alderman Ruiz moved to approve the Draft Policy to be presented to Council for consideration and recommendation for adoption. Jose Ramirez seconded. 5 votes in favor
4. Next meeting: TBD by referrals by City Council.
5. Meeting adjourned at 5:56pm

I-3

The City of Berwyn



Jeanine L. Reardon  
3<sup>rd</sup> Ward Alderman

**A Century of Progress with Pride**

October 5, 2018

To: Mayor Robert J Lovero  
City Council Members

Re: Report and Recommendations of Sexual Harassment Policy and Culture Ad hoc  
Committee

In December of 2017, this committee was formed to consider current sexual harassment policies and provide recommendations going forward. Members of this committee were faithful and persistent seeking to understand this societally pervasive issue. We consulted with the city and sought best practices from other municipalities. The results of our work are outlined in the attached document and include the following **recommendations**:

1. The Committee recommends that the City's December 2017 policy be revised. We have included a draft policy for consideration.
2. The Committee recommends that the City's policies and procedures be widely disseminated and easily accessed.
3. The Committee recommends that the identity of the person conducting an investigation be made known to all involved and that all investigations be **done by persons properly trained to conduct such investigations, which may include outside persons.**
4. The Committee recommends that the City have a centralized reporting procedure for complaints, even informal complaints and a data system to maintain a record of all such complaints, the individuals involved, and the actions taken.
5. The Committee recommends that the City develop a comprehensive and ongoing education and training program and that it be in place by **February 1, 2019.** While this Committee is not making a recommendation about the type of training, we are available to assist the City in reviewing training programs and materials.
6. The Committee recommends that all who do business with the City agree, as part of their contract or work order, to follow the City's policies. We believe this has been implemented.

We urge City Council to adopt these recommendations.

Sincerely,

Jeanine L. Reardon  
Committee Chair  
3<sup>rd</sup> Ward Alderman

(2 attached)



**Sexual Harassment Policy and Culture Ad hoc Committee  
Report and Recommendations**

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Members: Jeanine Reardon, (Chair, 3<sup>rd</sup> Ward Alderman) Jane McAtee (citizen member), Mike DeLonay (citizen member), Joseph Johnston (Berwyn Township Trustee), Jose Ramirez (2<sup>nd</sup> Ward Alderman), Cesar Santoy (5<sup>th</sup> Ward Alderman), Alicia Ruiz (6<sup>th</sup> Ward Alderman).

**INTRODUCTION:**

The Mayor and City Council appointed this Committee to review the City's current policies, procedures and culture on issues related to sexual harassment. The goal of the Committee is to assure that the City has best practices in place for policies and procedures and that all persons impacted by this issue have access to these policies, procedures, education and the tools needed to create a harassment free work environment and to reduce liability risk to the City. A goal is to assure consistent policies and procedures City wide and compliance with local, state and federal law prohibiting harassment and discrimination at every level of City of Berwyn operation.

This Committee did NOT review any specific complaints, charges etc.

This Committee did not focus on past issues. The focus of this Committee has been to develop best practices moving forward.

The Committee met seven (7) times. Members reviewed materials and met with several City managers. The Committee consulted materials including all relevant city documents, policies and procedures and reviewed policies and procedures from other municipalities and townships and guidance from several municipal leagues and liability insurance carriers. <sup>1</sup> We also reviewed the 2016 EEOC Report of the Select Task Force on the Study of Harassment in the Workplace. Additionally, members met with the City Attorney and Administrator, select Department Heads and consulted the city's liability insurer<sup>2</sup>.

Based on all materials reviewed, the City has had very few complaints, charges or lawsuits alleging harassment. There is not currently a centralized data set of such complaints, but, based on our review there appear to have been few formal complaints or concerns.

**BEST PRACTICES**

Attached to this Report is the U.S. Equal Employment Opportunity Commission document "Promising Practices for Preventing Harassment." This document contains a valuable overall review of best practices and this Committee agrees with their recommendations and encourages that the City adopt these practices:

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<sup>1</sup> We found that the materials provided by the Illinois Municipal League were minimal. Other state municipal leagues such as Michigan and Connecticut had much more comprehensive guidance and risk management tools.

<sup>2</sup> We had hoped to find good risk management tools from the insurer, but we did not find such.

**Sexual Harassment Policy and Culture Ad hoc Committee**  
**Report and Recommendations**

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The EEOC states that there are “five core principles that have generally proven effective in preventing and addressing harassment (see supplement attached):

- Committed and engaged leadership;
- Consistent and demonstrated accountability;
- Strong and comprehensive harassment policies;
- Trusted and accessible complaint procedures; and
- Regular, interactive training tailored to the audience and the organization.

The document references a wealth of information and tools that will be useful to the City.

**SUMMARY OF RECOMMENDATIONS**

**Our recommendations described more fully herein are**

- 1. The Committee recommends that the City’s December 2017 policy be revised. We have included a model policy for consideration.**
- 2. The Committee recommends that the City’s policies and procedures be widely disseminated and easily accessed.**
- 3. The Committee recommends that the identity of the person conducting an investigation be made known to all involved and that all investigations be done by persons properly trained to conduct such investigations, which may include outside persons.**
- 4. The Committee recommends that the City have a centralized reporting procedure for complaints, even informal complaints and a data system to maintain a record of all such complaints, the individuals involved, and the actions taken.**
- 5. The Committee recommends that the City develop a comprehensive and ongoing education and training program and that it be in place by February 1, 2019. While this Committee is not making a recommendation about the type of training, we are available to assist the City in reviewing training programs and materials.**
- 6. The Committee recommends that all who do business with the City agree, as part of their contract or work order, to follow the City’s policies. We believe this has been implemented.**

**Policy** - The policy adopted by the City in December 2017 is legally adequate. However, it is not as comprehensive as a “best practices” policy should be. Significantly, it does not include examples of behavior that could constitute harassment, which is recommended for a good policy. Further, “best practices” are that the policy should as clearly as possible spell out:

- the manager’s and employee’s responsibilities,
- the procedures for reporting allegations of misconduct,
- provide multiple reporting mechanisms,
- and spell out as clearly as possible the investigation procedure.

The Committee recommends that the policy be revised. We have drafted a and recommend policy that represent a “best practice.”

The City’s policy should spell out the investigation process. The Committee was informed that that investigation of complaints is done by the City Attorney's office. It is “understood” although not set forth in the policy that all complaints or concerns are referred to the City attorney. We have no way of verifying if that is, in fact, happening. We want to emphasize that it should be clear to all

**Sexual Harassment Policy and Culture Ad hoc Committee**  
**Report and Recommendations**

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employees the identity of the person (s) responsible for conducting any investigation and that the City have the investigations done by investigators properly trained to conduct such investigations. It is also recommended that, depending on the nature of the complaint and the parties involved, that it may be appropriate to bring in an outside person to conduct the investigation.

Our interviews suggest that employees and managers do not know about the policy, do not know how to access the policy and do not know the mechanism for bringing a complaint. Their reaction is to “Call Legal.” While Legal is likely the best place to oversee complaints and investigations (absent an HR department which the City does not have), this practice and procedure should be in the documents. There should be a more specific review of what “Legal” will do in response to such complaints (while maintaining appropriate confidentiality protections). There should be a procedure for finalizing the report of an investigation as well as appropriate communication to the parties involved, while maintaining confidentiality to complainants and those whose conduct is challenged.

In addition, the City should have a data system to maintain a record of all such complaints, the individuals involved, and the actions taken. It is not uncommon for many informal complaints to be made against a single individual in an organization. Often these complaints are handled informally and not documented anywhere or in a central location. Later, in looking back, the employer found that there has been a pattern and practice of harassing behavior that was not handled. This increases the employer’s liability.

**Education** – a hallmark of a strong risk management program for harassment issues is comprehensive education, both for managers and employees. The City does not have such a program. The last education program was over 7 years ago. Many employees have been hired since then. Laws and expectations have changed. Society has focused intensely on these issues and social media has addressed this issue in many forums.

We believe that new employees are given the existing policy and asked to acknowledge receipt- this may be the only “education” provided. This is not adequate

This Committee recommends that the City develop a comprehensive and ongoing education program in line with best practices contained in many sources, including the EEOC document. The experience of committee members who work in this area is that a combination of in person, on line and written materials is the best method to educate all employees and maintain current competency. A variety of education choices should be available. Education should be maintained annually. The City should maintain documentation of such education for individual employees and should consider a survey or competency assessment of some type to assure on going knowledge. There are many many sources of education and training. This Committee did not review any programs and is not making a recommendation about the specifics of any program. However, the Committee is available to review any programs that the City considers adopting.

The Committee recommends that the training program be in place by February 1, 2019.

The EEOC report notes that much of the training done over the last 30 years has not worked as a prevention tool. It has been focused on simply avoiding legal liability. Rather, the goal should be to have effective training that can reduce workplace harassment. It is also noted that it is important that all levels of the organization, from top management on down, receive training. When trained correctly, managers and supervisors can be an employer’s most valuable resource in preventing and stopping harassment.

**Sexual Harassment Policy and Culture Ad hoc Committee**  
**Report and Recommendations**

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Compliance training to ensure employees are familiar with the policies and the law is the base training that needs to be done. Additional forms of training with a focus on prevention should be considered such as “Bystander intervention training.” Increasingly used to combat sexual violence on school campuses, it empowers co-workers and gives them the tools to intervene when they witness harassing behavior. Also, the City may want to look at workplace “civility training” that does not focus specifically on sexual harassment but rather on promoting respect and civility in the workplace generally. Bullying in the work place that may not be discriminatory under the law also is a cause of concern for employers.

Finally, the EEOC report suggests consideration of an *It’s on Us* campaign for the workplace. Originally developed to reduce sexual violence in educational settings, the *It’s on Us* campaign is premised on the idea that students, faculty, and campus staff should be empowered to be part of the solution to sexual assault and should be provided the tools and resources to prevent sexual assault as engaged bystanders.

**City Contracts** - the Committee recommends that all who do business with the City agree, as part of their contract or work order, to follow the City’s policies. The City Attorney shared a draft with a Committee member that meets this goal. The Committee requests assurance that it has been finalized and promulgated and is now in all city contracts.

**Collective Bargaining Agreements (CBA)**– The Committee members discussed the issue of CBA’s- many city employees are members of unions. Members of the Committee questioned whether/how a CBA might impact a harassment complaint. The Committee requests assurance that all CBA’s contain a provision that members must abide by all city policies and procedures so that the harassment/discrimination policies apply to all employees. We expect that this exists in all CBA’s however we did not review the contracts. The Committee understands that a Union member would have the same policy and procedure applied to their conduct as any nonunion employee, and that the same consequences would attach to any matter. However, the committee understands that a union member would likely have the right to grieve any adverse decision under the CBA.

#### **CONCLUSION**

The Committee has concluded there are very few harassment complaints or charges brought to the City attorney’s attention. However, the Committee was not able to assess whether informal complaints were made and how they were handled. We do not believe that managers and employees are aware of current policies and procedures. Nor are they uniformly aware of how expectations have changed. Former conduct such as making comments, lewd jokes, touching, hugging and kissing may no longer be acceptable. This is not unique to this City and is an issue all employers are addressing in the “MeToo” era.

The Committee appreciates the opportunity to review these matters to assist our City in developing best practices around these issues and to ensure that all who work for our City work in an environment free of harassment and discrimination.

Respectfully submitted,

Ad Hoc Sexual Harassment Policy Committee

SUPPLEMENT TO SEXUAL HARASSMENT POLICY AD HOC COMMITTEE:  
REPORT AND RECOMMENDATIONS

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## EEOC: Promising Practices for Preventing Harassment

As many employers recognize, adopting proactive measures may prevent harassment from occurring. Employers implement a wide variety of creative and innovative approaches to prevent and correct harassment.[1]

The Report of the Co-Chairs of EEOC's Select Task Force on the Study of Harassment in the Workplace ("Report") identified five core principles that have generally proven effective in preventing and addressing harassment:

- Committed and engaged leadership;
- Consistent and demonstrated accountability;
- Strong and comprehensive harassment policies;
- Trusted and accessible complaint procedures; and
- Regular, interactive training tailored to the audience and the organization.[2]

The Report includes checklists based on these principles to assist employers in preventing and responding to workplace harassment.[3] The promising practices identified in this document are based primarily on these checklists.[4] Although these practices are not legal requirements under federal employment discrimination laws, they may enhance employers' compliance efforts.[5]

### A. Leadership and Accountability

The cornerstone of a successful harassment prevention strategy is the consistent and demonstrated commitment of senior leaders to create and maintain a culture in which harassment is not tolerated. This commitment may be demonstrated by, among other things:

- Clearly, frequently, and unequivocally stating that harassment is prohibited:[6]
- Incorporating enforcement of, and compliance with, the organization's harassment and other discrimination policies and procedures into the organization's operational framework:[7]
- Allocating sufficient resources for effective harassment prevention strategies;
- Providing appropriate authority to individuals responsible for creating, implementing, and managing harassment prevention strategies;
- Allocating sufficient staff time for harassment prevention efforts;
- Assessing harassment risk factors and taking steps to minimize or eliminate those risks:[8] and
- Engaging organizational leadership in harassment prevention and correction efforts.[9]

In particular, we recommend that senior leaders ensure that their organizations:

- Have a harassment policy that is comprehensive, easy to understand, and regularly communicated to all employees:[10]
- Have a harassment complaint system that is fully resourced, is accessible to all employees, has multiple avenues for making a complaint, if possible, and is regularly communicated to all employees:[11]
- Regularly and effectively train all employees about the harassment policy and complaint system:[12]
- Regularly and effectively train supervisors and managers about how to prevent, recognize, and respond to objectionable conduct that, if left unchecked, may rise to the level of prohibited harassment:[13]
- Acknowledge employees, supervisors, and managers, as appropriate, for creating and maintaining a culture in which harassment is not tolerated and promptly reporting, investigating, and resolving harassment complaints:[14] and
- Impose discipline that is prompt, consistent, and proportionate to the severity of the harassment and/or related conduct, such as retaliation, when it determines that such conduct has occurred.

In addition, we recommend that senior leaders exercise appropriate oversight of the harassment policy, complaint system, training, and any related preventive and corrective efforts, which may include:

- Periodically evaluating the effectiveness of the organization's strategies to prevent and address harassment, including reviewing and discussing preventative measures, complaint data, and corrective action with appropriate personnel:[15]

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Document found at Equal Employment Opportunity Commission website:  
<https://www.eeoc.gov/eeoc/publications/promising-practices>



**SUPPLEMENT TO SEXUAL HARASSMENT POLICY AD HOC COMMITTEE:  
REPORT AND RECOMMENDATIONS**

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- Ensuring that concerns or complaints regarding the policy, complaint system, and/or training are addressed appropriately;
- Directing staff to periodically, and in different ways, test the complaint system to determine if complaints are received and addressed promptly and appropriately; and
- Ensuring that any necessary changes to the harassment policy, complaint system, training, or related policies, practices, and procedures are implemented and communicated to employees.

To maximize effectiveness, senior leaders could seek feedback about their anti-harassment efforts. For example, senior leaders could consider:

- Conducting anonymous employee surveys on a regular basis to assess whether harassment is occurring, or is perceived to be tolerated;<sup>[16]</sup> and
- Partnering with researchers to evaluate the organization's harassment prevention strategies.

## **B. Comprehensive and Effective Harassment Policy**

A comprehensive, clear harassment policy that is regularly communicated to all employees is an essential element of an effective harassment prevention strategy. A comprehensive harassment policy includes, for example:

- A statement that the policy applies to employees at every level of the organization, as well as to applicants, clients, customers, and other relevant individuals;<sup>[17]</sup>
- An unequivocal statement that harassment based on, at a minimum, any legally protected characteristic is prohibited;<sup>[18]</sup>
- An easy to understand description of prohibited conduct, including examples;
- A description of any processes for employees to informally share or obtain information about harassment without filing a complaint;<sup>[19]</sup>
- A description of the organization's harassment complaint system, including multiple (if possible), easily accessible reporting avenues;<sup>[20]</sup>
- A statement that employees are encouraged to report conduct that they believe may be prohibited harassment (or that, if left unchecked, may rise to the level of prohibited harassment), even if they are not sure that the conduct violates the policy;
- A statement that the employer will provide a prompt, impartial, and thorough investigation;
- A statement that the identity of individuals who report harassment, alleged victims, witnesses, and alleged harassers will be kept confidential to the extent possible and permitted by law, consistent with a thorough and impartial investigation;
- A statement that employees are encouraged to respond to questions or to otherwise participate in investigations regarding alleged harassment;
- A statement that information obtained during an investigation will be kept confidential to the extent consistent with a thorough and impartial investigation and permitted by law;<sup>[21]</sup>
- An assurance that the organization will take immediate and proportionate corrective action if it determines that harassment has occurred; and
- An unequivocal statement that retaliation is prohibited, and that individuals who report harassing conduct, participate in investigations, or take any other actions protected under federal employment discrimination laws will not be subjected to retaliation.<sup>[22]</sup>

In addition, effective written harassment policies<sup>[23]</sup> are, for example:

- Written and communicated in a clear, easy to understand style and format;
- Translated into all languages commonly used by employees;<sup>[24]</sup>
- Provided to employees upon hire and during harassment trainings, and posted centrally, such as on the company's internal website, in the company handbook, near employee time clocks, in employee break rooms, and in other commonly used areas or locations;<sup>[25]</sup> and
- Periodically reviewed and updated as needed, and re-translated, disseminated to staff, and posted in central locations.

## **C. Effective and Accessible Harassment Complaint System**

Document found at Equal Employment Opportunity Commission website:

<https://www.eeoc.gov/eeoc/publications/promising-practices>

**SUPPLEMENT TO SEXUAL HARASSMENT POLICY AD HOC COMMITTEE:  
REPORT AND RECOMMENDATIONS**

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An effective harassment complaint system welcomes questions, concerns, and complaints; encourages employees to report potentially problematic conduct early; treats alleged victims, complainants, witnesses, alleged harassers, and others with respect; operates promptly, thoroughly, and impartially; and imposes appropriate consequences for harassment or related misconduct, such as retaliation.

For example, an effective harassment complaint system:

- Is fully resourced, enabling the organization to respond promptly, thoroughly, and effectively to complaints;
- Is translated into all languages commonly used by employees;<sup>[26]</sup>
- Provides multiple avenues of complaint, if possible,<sup>[27]</sup> including an avenue to report complaints regarding senior leaders;
- Is responsive to complaints by employees and by other individuals on their behalf;<sup>[28]</sup>
- May describe the information the organization requests from complainants, even if complainants cannot provide it all, including: the alleged harasser(s), alleged victim(s), and any witnesses; the date(s) of the alleged harassment; the location(s) of the alleged harassment; and a description of the alleged harassment;<sup>[29]</sup>
- May include voluntary alternative dispute resolution processes to facilitate communication and assist in preventing and addressing prohibited conduct, or conduct that could eventually rise to the level of prohibited conduct, early;
- Provides prompt, thorough, and neutral investigations;
- Protects the privacy of alleged victims, individuals who report harassment, witnesses, alleged harassers, and other relevant individuals to the greatest extent possible, consistent with a thorough and impartial investigation and with relevant legal requirements;
- Includes processes to determine whether alleged victims, individuals who report harassment, witnesses, and other relevant individuals are subjected to retaliation, and imposes sanctions on individuals responsible for retaliation;
- Includes processes to ensure that alleged harassers are not prematurely presumed guilty or prematurely disciplined for harassment; and
- Includes processes to convey the resolution of the complaint to the complainant and the alleged harasser and, where appropriate and consistent with relevant legal requirements, the preventative and corrective action taken.<sup>[30]</sup>

We recommend that organizations ensure that the employees responsible for receiving, investigating, and resolving complaints or otherwise implementing the harassment complaint system, among other things:

- Are well-trained,<sup>[31]</sup> objective, and neutral;
- Have the authority, independence, and resources required to receive, investigate, and resolve complaints appropriately;
- Take all questions, concerns, and complaints seriously, and respond promptly and appropriately;
- Create and maintain an environment in which employees feel comfortable reporting harassment to management;
- Understand and maintain the confidentiality associated with the complaint process; and
- Appropriately document every complaint, from initial intake to investigation to resolution, use guidelines to weigh the credibility of all relevant parties, and prepare a written report documenting the investigation, findings, recommendations, and disciplinary action imposed (if any), and corrective and preventative action taken (if any).

#### **D. Effective Harassment Training**

Leadership, accountability, and strong harassment policies and complaint systems are essential components of a successful harassment prevention strategy, but only if employees are aware of them. Regular, interactive, comprehensive training of all employees may help ensure that the workforce understands organizational rules, policies, procedures, and expectations, as well as the consequences of misconduct.

Harassment training may be most effective if it is, among other things:

- Championed by senior leaders;
- Repeated and reinforced regularly;
- Provided to employees at every level and location of the organization;<sup>[32]</sup>

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Document found at Equal Employment Opportunity Commission website:  
<https://www.eeoc.gov/eeoc/publications/promising-practices>

**SUPPLEMENT TO SEXUAL HARASSMENT POLICY AD HOC COMMITTEE:  
REPORT AND RECOMMENDATIONS**

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- Provided in a clear, easy to understand style and format;
- Provided in all languages commonly used by employees;
- Tailored to the specific workplace and workforce;
- Conducted by qualified, live, interactive trainers, or, if live training is not feasible, designed to include active engagement by participants; and
- Routinely evaluated by participants and revised as necessary.

In addition, harassment training may be most effective when it is tailored to the organization and audience. Accordingly, when developing training, the daily experiences and unique characteristics of the work, workforce, and workplace are important considerations.

Effective harassment training for all employees includes, for example:

- Descriptions of prohibited harassment, as well as conduct that if left unchecked, might rise to the level of prohibited harassment;
- Examples that are tailored to the specific workplace and workforce;
- Information about employees' rights and responsibilities if they experience, observe, or become aware of conduct that they believe may be prohibited;
- Encouragement for employees to report harassing conduct;
- Explanations of the complaint process, as well as any voluntary alternative dispute resolution processes;<sup>[33]</sup>
- Explanations of the information that may be requested during an investigation, including: the name or a description of the alleged harasser(s), alleged victim(s), and any witnesses; the date(s) of the alleged harassment; the location(s) of the alleged harassment; and a description of the alleged harassment;
- Assurance that employees who report harassing conduct, participate in investigations, or take any other actions protected under federal employment discrimination laws will not be subjected to retaliation;
- Explanations of the range of possible consequences for engaging in prohibited conduct;
- Opportunities to ask questions about the training, harassment policy, complaint system, and related rules and expectations; and
- Identification and provision of contact information for the individual(s) and/or office(s) responsible for addressing harassment questions, concerns, and complaints.

Because supervisors and managers have additional responsibilities, they may benefit from additional training. Employers may also find it helpful to include non-managerial and non-supervisory employees who exercise authority, such as team leaders.<sup>[34]</sup>

Effective harassment training for supervisors and managers includes, for example:

- Information about how to prevent, identify, stop, report, and correct harassment, such as:
  - Identification of potential risk factors for harassment and specific actions that may minimize or eliminate the risk of harassment;<sup>[35]</sup>
  - Easy to understand, realistic methods for addressing harassment that they observe, that is reported to them, or that they otherwise learn of;
  - Clear instructions about how to report harassment up the chain of command; and
  - Explanations of the confidentiality rules associated with harassment complaints;
- An unequivocal statement that retaliation is prohibited, along with an explanation of the types of conduct that are protected from retaliation under federal employment discrimination laws, such as:
  - Complaining or expressing an intent to complain about harassing conduct;
  - Resisting sexual advances or intervening to protect others from such conduct; and
  - Participating in an investigation about harassing conduct or other alleged discrimination;<sup>[36]</sup> and
- Explanations of the consequences of failing to fulfill their responsibilities related to harassment, retaliation, and other prohibited conduct.

To help prevent conduct from rising to the level of unlawful workplace harassment, employers also may find it helpful to consider and implement new forms of training, such as workplace civility or respectful workplace training and/or bystander intervention training.<sup>[37]</sup> In addition, employers may find it helpful to meet with employees as needed to discuss issues related to current or upcoming events and to share relevant resources.

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[1] See, e.g., EEOC, *Select Task Force Meeting of October 22, 2015 - Workplace Harassment: Promising Practices to Prevent Workplace Harassment*, [https://www.eeoc.gov/eeoc/task\\_force/harassment/10-22-15/index.cfm](https://www.eeoc.gov/eeoc/task_force/harassment/10-22-15/index.cfm). Promising practices may vary based on the characteristics of the workplace and/or workforce.

[2] See Chai R. Feldblum & Victoria A. Lipnic, EEOC, *Select Task Force on the Study of Harassment in the Workplace, Report of Co-Chairs Chai R. Feldblum & Victoria A. Lipnic* (2016), [https://www.eeoc.gov/eeoc/task\\_force/harassment/upload/report.pdf](https://www.eeoc.gov/eeoc/task_force/harassment/upload/report.pdf) [hereinafter *Select Task Force Co-Chairs' Report*].

[3] See *Select Task Force Co-Chairs' Report*, *supra* note 2, at 79-82 (noting that the checklists are intended as a resource for employers, rather than as a measurement of legal compliance).

[4] This document focuses primarily on several practices identified in Select Task Force testimony and the subsequent Select Task Force Co-Chair Report. While EEOC believes that these practices may help employers prevent and address harassment, these practices do not represent an exhaustive list of promising preventative and corrective actions. We encourage employers to continue to develop, implement, and share additional promising practices.

[5] We note, however, that refraining from taking certain actions recommended here as promising practices may increase an employer's liability risk in certain circumstances. For example, failing to develop and implement an adequate anti-harassment policy and complaint procedure may preclude an employer from establishing an affirmative defense to a supervisory harassment complaint, or a defense to a coworker harassment complaint.

Moreover, state and/or local laws may impose certain harassment prevention-related responsibilities on covered employers that are similar to specific promising practices described in this Appendix; failing to comply with those laws may result in liability. See, e.g., Cal. Gov. Code §§ 12950 - 12950.1 (West 2017) (requiring California employers to provide information to employees regarding sexual harassment, internal complaint procedures, and remedies; and requiring California private sector employers with at least 50 employees and all California public sector employers to provide sexual harassment training to supervisors); Conn. Gen. Stat. Ann. § 46a-54(15) - (16) (West 2017) (requiring Connecticut employers with at least three employees to prominently post information about sexual harassment prohibitions and remedies, requiring Connecticut employers with at least 50 employees to provide sexual harassment training to supervisors, and requiring Connecticut public sector employers to provide discrimination training to supervisory and nonsupervisory employees); Me. Rev. Stat. tit. 26, § 807 (2017) (requiring Maine employers to prominently post information about sexual harassment and the external complaint process, and to annually provide employees with a written notice regarding sexual harassment and internal and external complaint processes; and requiring Maine employers with at least 15 employees to provide sexual harassment training to employees and supervisors); Mass. Gen. Laws Ann. ch. 151B, § 3A (West 2017) (requiring Massachusetts employers with at least six employees to develop a written sexual harassment policy and to provide the policy to new employees upon hire, and to all employees annually).

[6] For example, in addition to regularly disseminating the organization's harassment policy and complaint procedure, senior leaders could notify employees about relevant policies and resources in response to high profile events.

[7] See, e.g., Patti Perez, *Written Testimony for the October 22, 2015 Meeting of the EEOC Select Task Force on the Study of Harassment in the Workplace*, [https://www.eeoc.gov/eeoc/task\\_force/harassment/10-22-15/perez.cfm](https://www.eeoc.gov/eeoc/task_force/harassment/10-22-15/perez.cfm) [hereinafter *Perez Task Force Testimony*] (observing that companies that are committed to preventing inappropriate conduct develop, implement, and incorporate "robust" and "creative" programs into "the fabric of their being").

For example, leaders could direct human resources staff to request information from supervisory and managerial applicants and/or their references about applicants' demonstrated commitment to and experience with enforcing harassment policies and other EEO policies, practices, and procedures. Leaders could also instruct HR to ensure that employee orientation and training material includes information about the organization's harassment policy, complaint procedure, and any related rules, policies, and expectations. In addition, leaders could ensure that enforcement of, and compliance with, the organization's harassment policy and related policies and procedures is included in executive competencies and performance plans for employees with supervisory or managerial responsibilities.

[8] See *Select Task Force Co-Chairs' Report*, *supra* note 2, at 25-30, 83-88 (identifying select risk factors for harassment and proposing strategies to reduce the risk of harassment); see also, e.g., *Preventing Unlawful*

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*Workplace Harassment in California*, Soc'y for Human Res. Mgmt. (Apr. 16, 2016) (noting that human resources and information technology staff can monitor workplace communications for prohibited or unacceptable conduct, such as transmission of pornography, obscenities, and threats); Alexander et al., United States Army Research Institute for the Behavioral and Social Sciences, *Best Practices in Sexual Harassment Policy and Assessment* 29 (2005) [hereinafter *Army Research Institute Best Practices Report*] (explaining a practice at one company in which Human Resources staff and managers make unannounced visits during night shifts, which tend to have less managerial supervision and therefore greater opportunity for harassment).

[9] See, e.g., Heidi-Jane Olguin, *Written Testimony for the October 22, 2015 Meeting of the EEOC Select Task Force on the Study of Harassment in the Workplace*, [https://www.eeoc.gov/eeoc/task\\_force/harassment/10-22-15/olguin.cfm](https://www.eeoc.gov/eeoc/task_force/harassment/10-22-15/olguin.cfm) [hereinafter *Olguin Task Force Testimony*] (noting that senior leadership involvement is "crucial" in "set[ting] the tone for the entire organization" and describing an organization in which corporate executives were promptly notified of harassment complaints (assuming no conflict of interest), updated about investigation determinations, and involved in prevention analysis).

For example, organizations could include harassment prevention and corrective activity, as well as other equal employment opportunity-related information, in reports submitted to Boards of Directors or similar advisory or oversight entities. Employers should consult with legal counsel as necessary regarding any relevant legal considerations, such as confidentiality restrictions associated with complaints or disciplinary action.

[10] See *infra* section B for additional information about promising practices related to harassment policies.

[11] See *infra* section C for additional information about promising practices related to complaint procedures.

[12] See *infra* section D for additional information about promising practices related to training.

[13] See *infra* section D for additional information about promising practices related to training.

[14] See *Olguin Task Force Testimony*, *supra* note 9 (explaining that appropriate acknowledgement of well-handled complaints - such as by privately praising complainants and managers who promptly reported complaints - may help create a compliance-oriented culture, and noting that senior leaders' willingness to critically examine and "aggressively deal with" managers who participate in harassment or who refrain from properly reporting harassment may enhance workplace morale and productivity).

[15] See, e.g., *Perez Task Force Testimony*, *supra* note 7 (describing a company that tracked complaint trends, discovered multiple complaints of racial harassment and discrimination, and implemented a training program to address the perception of race-based conduct); *Army Research Institute Best Practices Report*, *supra* note 8, at 30 (describing a company's efforts to measure the success of its sexual harassment policy, including tracking sexual harassment questions and allegations and conducting periodic employee surveys that included questions regarding sexual harassment).

When evaluating the effectiveness of harassment prevention and correction strategies, it may be helpful for organizations to carefully analyze complaint trends. A relatively high number of internal complaints may signify that harassment has occurred or was perceived to have occurred, but may also indicate employees' awareness of and confidence in the internal complaint process. See, e.g., *Perez Task Force Testimony*, *supra* note 7 (discussing a company that perceives increases in internal complaints positively as a "testament to the comfort and trust employees put in the [complaint] system"). A relatively low number of internal complaints may result from employees' lack of awareness or trust in the complaint process, or, alternatively, from the absence of harassing conduct in the organization. Organizations may find it helpful to solicit information from employees in anonymous surveys, harassment training sessions, or other settings in which employees may feel comfortable, regarding their awareness of and confidence in the organization's harassment policies and complaint procedures. Organizations could also solicit suggestions from employees about how to enhance employees' knowledge of and faith in the organization's harassment prevention and correction efforts.

[16] See, e.g., *Select Task Force Co-Chairs' Report*, *supra* note 2, at 33 (addressing the development and use of climate surveys to assess perceptions of harassment among employees and members of the military).

[17] It may be helpful to explain and/or provide examples of the non-employees covered by the policy, who may include individuals who interact with the organization's employees during the course of business, such as delivery or repair workers, security guards, and food service workers, as well as individuals otherwise affiliated with the organization, such as members of Boards of Directors or similar advisory or oversight entities.

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[18] Federal law prohibits workplace harassment based on race, color, national origin, religion, sex, age, disability, and genetic information. State and/or local laws may prohibit workplace harassment on additional bases. See, e.g., Cal. Gov. Code § 12940(a) (West 2017) (prohibiting workplace harassment based on, among other things, marital status and military and veteran status); D.C. Code Ann. § 2-1402.11 (West 2017) (prohibiting workplace harassment based on, among other things, marital status, personal appearance, family responsibilities, political affiliation, and matriculation); Mich. Comp. Laws Ann. § 37.2202 (West 2017) (prohibiting workplace harassment based on, among other things, height, weight, and marital status); N.J. Stat. Ann. § 10:5-12 (West 2017) (prohibiting workplace harassment based on, among other things, marital status, civil union status, domestic partnership status, and military service); Wis. Stat. Ann. § 111.321 (West 2017) (prohibiting workplace harassment based on, among other things, arrest or conviction records, marital status, and military service). Employers may wish to consult with legal counsel as necessary to ensure that their harassment policies cover, at a minimum, all applicable legally protected bases.

[19] To encourage employees to share and obtain information about harassment, employers may find it helpful to provide a process, such as a phone line or website, that enables employees (anonymously or identified, at their discretion) to ask questions or share concerns about harassment.

[20] See *infra* note 27.

[21] For example, the National Labor Relations Act restricts the circumstances under which employers may require employees to keep information shared or obtained during ongoing disciplinary investigations confidential. See, e.g., *Banner Health System d/b/a Banner Estrella Medical Center*, 362 NLRB 137, 2015 WL 4179691, at \*3 (2015) (holding that employers may restrict employee discussions regarding discipline or ongoing disciplinary investigations involving themselves or their coworkers only if employers can establish a "legitimate and substantial business justification that outweighs employees' Section 7 rights"), *enforced in part*, 851 F.3d 35, 40 (D.C. Cir. 2017) (describing employees' right to discuss investigations with coworkers as "settled Board precedent" (quoting *Inova Health Sys. v. NLRB*, 795 F.3d 68, 85 (D.C. Cir. 2015))).

[22] See, e.g., EEOC, *Facts About Retaliation*, <https://www.eeoc.gov/laws/types/retaliation.cfm> (last visited Nov. 20, 2017).

[23] Small businesses may be able to prevent and correct harassment without the use of formal, written harassment policies, though they may develop and use such policies at their discretion. For example, small business owners may verbally inform employees that harassment is prohibited; encourage employees to report harassment promptly; advise employees that harassment may be reported directly to the owner; conduct a prompt, thorough, impartial investigation; and take swift and appropriate corrective action. For additional information about how small businesses can prevent and address harassment, see EEOC, *Frequently Asked Questions #5: How can I prevent harassment?*, [https://www.eeoc.gov/employers/smallbusiness/faq/how\\_can\\_i\\_prevent\\_harassment.cfm](https://www.eeoc.gov/employers/smallbusiness/faq/how_can_i_prevent_harassment.cfm) (last visited Nov. 20, 2017); EEOC, *Tips for Small Businesses: Harassment Policy Tips*, [https://www.eeoc.gov/employers/smallbusiness/checklists/harassment\\_policy\\_tips.cfm](https://www.eeoc.gov/employers/smallbusiness/checklists/harassment_policy_tips.cfm) (last visited Nov. 20, 2017).

[24] It may also be helpful for employers to periodically determine whether to translate the policy and complaint system into additional languages as a result of any changes in workforce composition and employees' linguistic abilities.

[25] See, e.g., *Army Research Institute Best Practices Report*, *supra* note 8, at 35 (noting the importance of a coordinated communications campaign to disseminate information about the harassment policy to employees, including policy distribution and strategic, sequenced use of a variety of communication methods and strategies, including bulletin board postings, newsletter and magazine articles, training sessions, and internal website postings); *Olguin Task Force Testimony*, *supra* note 9 (suggesting that distributing pens or magnets with the complaint hotline phone number or website address may help remind employees about their complaint filing options); cf. *Perez Task Force Testimony*, *supra* note 7 (describing a company that posted the diversity program mission statement in every elevator in the corporate office).

Employers may need to take additional steps to ensure that employees who work off-site or outside of regular business hours, or who otherwise may have limited access to the organization's employee handbook, internal website, or relevant officials, receive information about harassment policies and complaint systems, participate in harassment training, and are able to communicate with relevant officials. For example, employers could include information about the policy and complaint procedure with employees' schedules or paychecks; schedule training at a time and location convenient for these employees, if possible, or offer online training; provide contact information for

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appropriate individuals and/or offices; and ensure that employees receive prompt responses to questions, concerns, and complaints.

[26] See *supra* note 24.

[27] See, e.g., *Olguin Task Force Testimony*, *supra* note 9 (describing a "multifaceted" complaint system as "critical," and recommending that organizations provide multilingual complaint hotlines and online complaint systems, in addition to traditional management and Human Resources Department complaint options). Smaller organizations may have fewer avenues of complaint available, due to their size, but may still consider designating multiple individuals to receive harassment complaints, if possible.

[28] See, e.g., HR Specialist, *Preventing and Handling Workplace Harassment of Teen Workers*, III. Emp't Law 7, 7 (2012) (observing that teenagers may not be comfortable discussing harassment and recommending that employers train supervisors to be receptive to harassment complaints from teenage workers' parents).

[29] Organizations that allow employees to submit anonymous complaints telephonically, online, or through some other process, may find it helpful to include a summary of this information in an introductory message for employees, while recognizing that anonymous complainants may not provide all of the requested information.

[30] To address potential Privacy Act concerns related to sharing corrective or disciplinary action with complainants, federal agencies may either: (1) maintain harassment complaint records that include information about corrective or disciplinary action by complainants' names; or (2) ensure that the agency's complaint records system includes a routine use permitting disclosure of corrective or disciplinary action to complainants.

[31] See, e.g., *Perez Task Force Testimony*, *supra* note 7 (describing a company that provides "comprehensive investigation and conflict resolution training" to internal investigators annually that includes, among other things, information about how to recognize and eliminate implicit or unconscious bias in investigations).

[32] To facilitate participation and communication and to ensure that relevant information is shared with the appropriate audience, organizations may find it helpful to train employees, managers, and Human Resources staff separately. See, e.g., *Olguin Task Force Testimony*, *supra* note 9 (noting that this approach may enhance participation and enable organizations to obtain information about potential compliance issues).

[33] See EEOC, *Best Practices of Private Sector Employers* sections 2.B, 2.G, 3.F (1997), [https://www.eeoc.gov/eeoc/task\\_reports/best\\_practices.cfm](https://www.eeoc.gov/eeoc/task_reports/best_practices.cfm) (identifying several creative dispute prevention and resolution strategies used by employers).

[34] See, e.g., *Army Research Institute Best Practices Report*, *supra* note 8, at 29 (noting a company that designated several workers with long-standing positive reputations who were perceived as trustworthy and good listeners as points of contact for their fellow employees, and trained those workers about how to refer sexual harassment complaints to Human Resources).

[35] See *supra* note 8.

[36] See, e.g., EEOC, *Facts About Retaliation*, <https://www.eeoc.gov/laws/types/retaliation.cfm> (last visited Nov. 20, 2017).

[37] Broad workplace civility rules that may be interpreted to restrict employees' conduct and/or speech may raise issues under the National Labor Relations Act. Employers may wish to consult with legal counsel prior to implementing training and/or policies to ensure that they do so in a legally compliant manner.

See also *Select Task Force Co-Chairs' Report*, *supra* note 2, at 54-58 (describing workplace civility and bystander intervention training, and noting that such trainings "show[] significant promise for preventing harassment in the workplace"); Lilia Cortina, *Written Testimony for the June 20, 2016 Commission Meeting*, <https://www.eeoc.gov/eeoc/meetings/6-20-16/cortina.cfm> (describing and providing examples of workplace civility training); Dorothy J. Edwards, *Written Testimony for the October 22, 2015 Meeting of the EEOC Select Task Force on the Study of Harassment in the Workplace*, [https://www.eeoc.gov/eeoc/task\\_force/harassment/10-22-15/edwards.cfm](https://www.eeoc.gov/eeoc/task_force/harassment/10-22-15/edwards.cfm) (describing bystander intervention training Green Dot); Melissa Emmal, *Written Testimony for the October 22, 2015 Meeting of the EEOC Select Task Force on the Study of Harassment in the Workplace*, [https://www.eeoc.gov/eeoc/task\\_force/harassment/10-22-15/emmal.cfm](https://www.eeoc.gov/eeoc/task_force/harassment/10-22-15/emmal.cfm) (describing the successful implementation of Green Dot training in Anchorage).

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The City of Berwyn



Jeanine L. Reardon  
3<sup>rd</sup> Ward Alderman

**A Century of Progress with Pride**

October 5, 2018

To: Mayor Robert J Lovero  
City Council Members

Re: Draft Policy Against Sexual Harassment, Discrimination and Sexual Misconduct

In December of 2017, the Sexual Harassment Policy and Culture committee was formed to consider current sexual harassment policies and provide recommendations going forward. Members of this committee were faithful and persistent seeking to understand this societally pervasive issue. We consulted with the city and sought best practices from other municipalities. The results of our work are documented in a previous communication. Included in the recommendations we made was that the current policy be revised. Attached is a draft of a Policy Against Sexual Harassment, Discrimination and Sexual Misconduct. This policy was based on models other municipalities have adopted and meets our best efforts to include current sound best practices.

We urge City Council to consider this policy and make all necessary and speedy efforts to adopt this policy.

Sincerely,

Jeanine L Reardon  
Committee Chair  
3<sup>rd</sup> Ward Alderman

Attached:1



# DRAFT POLICY AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT

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## I. STATEMENT OF POLICY

It is the policy of the City of Berwyn ("the City") that all employees engage in the highest possible professional standards and that all persons be treated fairly, civilly and with respect. To this end, It is the policy of the City of Berwyn ("the City") that it will not tolerate or condone discrimination or harassment on the basis of race, color, religion, sex, gender, gender-identity, gender-expression, sexual orientation, genetic information, national origin, age, physical or mental disability, pregnancy, childbirth (or common conditions related thereto) ancestry, marital status, military status, arrest record, unfavorable discharge from military service, order of protection status, citizenship status, or any other classification prohibited under federal or state law. Sexual misconduct is also prohibited.

The City will neither tolerate nor condone discrimination, harassment or sexual misconduct by employees, managers, supervisors, elected officials, co-workers, or non-employees with whom the City has a business, service, or professional relationship. "Employee" for purposes of this Policy includes any individual performing services for the City, an apprentice, an applicant for apprenticeship, an unpaid intern or volunteers. Retaliation against an employee who complains about or reports any act of discrimination, harassment or misconduct in violation of this policy is prohibited. Retaliation against any employee who participates in an investigation pursuant to this policy is likewise prohibited. The City is committed to ensuring and providing a work place free of discrimination, harassment, sexual misconduct and retaliation. The City will take disciplinary action, up to and including termination, against an employee who violates this policy.

## II. DEFINITION OF SEXUAL HARASSMENT

This policy adopts the definition of sexual harassment as stated in the Illinois Human Rights Act, which currently defines sexual harassment as:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Conduct which may constitute sexual harassment includes:

- Verbal: sexual innuendos, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature.
- Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises.
- Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites.
- Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault.
- Textual/Electronic: "sexting" (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and

## DRAFT POLICY AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT

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threats via all forms of electronic communication (e-mail, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter).

The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is more subtle and depends, to some extent, on individual perception and interpretation.

### III. RESPONSIBILITIES

#### A. Supervisors

Each supervisor shall be responsible for ensuring compliance with this policy, including the following:

1. Monitoring the workplace environment for signs of discrimination, harassment or sexual misconduct;
2. Immediately notifying law enforcement where there is reasonable belief that the observed or complained of conduct violates the criminal laws of the State of Illinois.
3. Immediately notifying the Department of Children and Family Services (DCFS) Hotline (1-800-25-ABUSE or 1-800-252-2873) if the observed or complained of conduct involves the abuse of a minor.
4. Immediately stopping any observed acts of discrimination, harassment or sexual misconduct and taking appropriate steps to intervene, whether or not the involved employees are within his/her line of supervision;
5. Immediately reporting any complaint of harassment, discrimination or sexual misconduct to their Department Head; and
6. Take immediate action to limit the work contact between the individuals when there has been a complaint of discrimination, harassment or sexual misconduct, pending investigation.

#### B. Employees

Each employee is responsible for assisting in the prevention of discrimination, harassment and sexual misconduct through the following acts:

1. Refrain from participation in, or encouragement of, actions that could be perceived as discrimination, harassment or sexual misconduct.
2. Immediately reporting any violations of this policy to a supervisor and law enforcement ((if appropriate under the circumstances) and/or DCFS (if appropriate under the circumstances). Employees are obligated to report violations of this policy as soon as they occur. An Employee should not wait until the conduct becomes unbearable before reporting the prohibited conduct. All Employees are obligated to report instances of prohibited conduct, even if the conduct is merely observed and directed toward another individual, and even if the other person does not appear to be bothered or offended by the conduct. All Employees are obligated to report instances of prohibited conduct regardless of the identity of the alleged offender (e.g. man, woman, supervisor, elected official, co-worker, volunteer, vendor, and/or member of the public.
3. Encouraging any employee who confides that he/she is the victim of conduct in violation of this policy to report these acts to a supervisor.

## DRAFT POLICY AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT

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Failure to take action to stop known discrimination, harassment or sexual misconduct may be grounds for discipline.

#### IV. PROCEDURE FOR REPORTING AN ALLEGATION OF SEXUAL HARASSMENT

An employee who either observes sexual harassment or believes herself/himself to be the object of sexual harassment should, if they feel safe doing so, deal with the incident(s) as directly and firmly as possible by clearly communicating her/his position to the offending employee and her/his immediate supervisor. If the employee is a union member, it may be reported to their union representative as well. It is not necessary for sexual harassment to be directed at the person making the report.

Any employee may report conduct, which is believed to be sexual harassment, in any of the following ways:

- **Electronic/Direct Communication.** If there is sexual harassing behavior in the workplace, the harassed employee should, if they feel safe doing so, directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.
- **Contact with Supervisory Personnel.** At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor of the person making the report (unless that person is the harasser/offender) and/or to any of the following: a department head, an ethics officer, the city manager, or the Mayor.
- **The employee experiencing what he or she believes to be sexual harassment must not assume that the employer is aware of the conduct.** If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the municipality will not be presumed to have knowledge of the harassment.
- **Resolution Outside Municipality.** The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every report and incident so that problems can be identified and remedied by the municipality. However, all municipal employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

Documentation of any incident may be submitted with any report (what was said or done, the date, the time and the place), including, but not limited to, written records such as letters, notes, memos and telephone messages.

Supervisors shall immediately report any conduct that may violate this policy of which they become aware of to their Department Head who will in turn report to the Mayor. The Mayor will advise the City Council of all such complaints.

**DRAFT POLICY**  
**AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT**

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**V. INVESTIGATION PROCEDURES**

All reported violations of this policy will be investigated. The investigation will be conducted thoroughly and promptly. It may include interviews with the person making the complaint; the person against whom the complaint is made, any potential witnesses identified by either person, as well as with others whom the City believes may have relevant information. Employees are expected to cooperate in this process. The investigation may also include review of pertinent documents and other materials. In most circumstances, the person making the complaint will be requested to put their complaint in writing, honestly setting forth full particulars (such as the date, time, location, presence of any witnesses, etc.) to ensure that all possible violations of this policy are properly investigated.

The investigation will be conducted in a manner that protects the confidentiality of those involved to the extent reasonably possible. Employees involved in an investigation may be instructed to or instructed not to discuss the investigation with other employees depending upon the specific circumstances of the investigation. The City will use the criteria set forth in rulings of the National Labor Relations Board in making these determinations.

The results of the investigation will be discussed with the person making the complaint and the person against whom the complaint is made. This complaint procedure is a critical part of the City's efforts to eliminate unlawful workplace harassment. Persons who believe they have been unlawfully harassed or who receive reports of unlawful harassment of others are required to use it. A request not to investigate a reported violation of this policy cannot be honored.

The results of the investigation shall be reported to the Mayor and the City Council along with a prevention analysis.

**VI. PROHIBITION ON RETALIATION FOR REPORTING SEXUAL HARASSMENT ALLEGATIONS**

No municipal official, manager or employee or any municipal agency or office shall take any retaliatory action against any municipal employee due to a municipal employee's or any other person/resident's:

1. Disclosure or threatened disclosure of any violation of this policy,
2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy, or
3. Assistance or participation in a proceeding to enforce the provisions of this policy.

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of any municipal employee that is taken in retaliation for a municipal employee's involvement in protected activity pursuant to this policy.

No individual making a report will be retaliated against even if a report made in good faith is not substantiated. In addition, any witness will be protected from retaliation.

Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:

**DRAFT POLICY**  
**AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT**

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1. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule, or regulation,
2. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
3. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.

Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).

According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.

An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.

**VII. CONSEQUENCES OF A VIOLATION OF THE PROHIBITION ON SEXUAL HARASSMENT**

Where harassment, discrimination or sexual misconduct has been found to have occurred, the City will take prompt and proportionate disciplinary action, up to and including discharge, based on the behavior(s) at issue and the severity of the infraction. This disciplinary action may, but need not necessarily, include:

- a. Verbal or written reprimand;
- b. Placing the offending employee on a corrective action plan for a period of time to be identified;
- c. Delay in pay increases or promotions;
- d. Suspending the offending employee from work without pay;
- e. Demotion;
- f. Immediate termination.

In addition to any and all other disciplinary action that may be taken by the City, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the municipality and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the municipality

**DRAFT POLICY**  
**AGAINST DISCRIMINATION, HARASSMENT, AND SEXUAL MISCONDUCT**

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shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.

Upon completion of the investigation, the City will advise the complaining employee of the results of the investigation, including action taken, if any, against the offending individual.

**VIII. CONSEQUENCES FOR KNOWINGLY MAKING A FALSE REPORT**

A false report is a report of sexual harassment made by an accuser using the sexual harassment report to accomplish some end other than stopping sexual harassment or retaliation for reporting sexual harassment. A false report is not a report made in good faith, which cannot be proven. Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable municipal policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreements.

In addition, any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

**IX. ADDITIONAL RESOURCES**

If you have any questions concerning the City's policies on this matter, please see your supervisor or the City Attorney. Further information may also be obtained from the Illinois Department of Human Rights, 312-814-6200, or the Equal Employment Opportunity Commission (EEOC), 800-669-4000 or for matters involving the abuse of minors the Illinois Department of Children and Family Services (DCFS), 800-25-ABUSE.

I-5

The City of Berwyn



Alicia Ruiz  
6<sup>th</sup> Ward Alderman

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

October 4, 2018

City Council Members  
City of Berwyn

Dear Council Members:

I would like to rescind our vote to approve the handicap parking spot at 1820 Wesley Avenue that occurred at the City Council meeting on 8/28/18. I regret this application was confused with another handicap parking spot in the 6<sup>th</sup> Ward. I would like to motion to move forward with the original deny placed on the Agenda for our meeting on 8/28/18.

Respectfully,

A handwritten signature in black ink that reads "Alicia M Ruiz". The signature is written in a cursive, flowing style.

Alicia M Ruiz  
6<sup>th</sup> Ward Alderman

I-6

**The City of Berwyn**



**Alicia Ruiz**  
**6<sup>th</sup> Ward Alderman**

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

October 5, 2018

City Council Members  
City of Berwyn

Due to the increased diversity of our City's demographics especially, the Hispanic population (65% Hispanic) it is in the City's best interest to provide language translations in our documents but more importantly provide translation at City wide and Aldermanic meetings for all to be able to attend and receive vital information in the comfort of their language.

Therefore, I would like to request that Alderman Lennon, Chair of the Outreach committee conduct a research for options to provide materials and translation for City wide and Aldermanic meetings.

Respectfully,

A handwritten signature in black ink that reads "Alicia M Ruiz". The signature is written in a cursive style.

Alicia M Ruiz  
6<sup>th</sup> Ward Alderman



3-1



Mayor  
Robert J. Lovero

# BERWYN POLICE DEPARTMENT

*"Serving with Pride"*



Chief of Police  
Michael D. Cimaglia

**September 25, 2018**

Honorable Mayor Robert J. Lovero and  
Members of the Berwyn City Council  
6700 W. 26<sup>th</sup> Street  
Berwyn, Illinois 60402

**RE: Life Saving Recognition Award**

Ladies and Gentlemen,

I would like to present Officer Casey Stefano with a Life Saving Award at the Berwyn City Council meeting on Tuesday, October 9<sup>th</sup>, 2018.

On August 30, 2018, the Berwyn Police began offering and a new service to our community. All of our police officers began their training on how to utilize Narcan, a narcotic that is used to reverse Opioid overdoses. Once trained, officers were all issued Narcan that they can use on calls for service until emergency medical technicians can arrive on the scene.

On Monday, September 10, 2018, Officer Casey Stefano responded to the McDonald's Restaurant for a report of a man in the bathroom not responding and barely breathing. The patient showed multiple signs of an Opioid overdose. Officer Stefano took quick action and administrated a dose of Narcan. Paramedics arrived shortly thereafter and transported the individual to the hospital. Because of Officer Stefano's quick actions, the citizen's life was saved and the individual made a complete recovery in the hospital.

Officer Stefano acted professionally and should be commended for his outstanding work!

Thank you in Advance,

Michael D. Cimaglia  
Chief of Police  
Berwyn Police Department

6401 West 31<sup>st</sup> St Berwyn, IL 60402 - Emergency 9-1-1 -708-795-5600 – Fax 708-795-5627

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

5-2

The City of Berwyn



Anthony T. Bertuca  
City Attorney

**A Century of Progress with Pride**

October 9, 2018

Margaret M. Paul  
City Clerk  
City of Berwyn  
6700 W. 26<sup>th</sup> Street  
Berwyn, Illinois 60402

Re: 2018 WC 009829 & 2018 WC 009830

Dear Ms. Paul:

Please put this item on the October 9, 2018 agenda authorizing the settlement of the above referenced matter for the total of \$38,759.00 based upon City Council authority granted in Executive session.

Very truly yours,

*Anthony T. Bertuca*

Anthony T. Bertuca  
City Attorney



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6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 738-2660 (708) 749-6468  
www.berwyn-il.gov

Date: October 9, 2018

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

Subject: Surplus Property

Based on the recommendation from the Public Works Director, Robert Schiller, the Finance Department declares the following vehicle as surplus property:

1. 1997 GMC Yukon (VIN# 1GKEK13R13R1VJ719229)

The vehicle is over 20 years old and is in need of several mechanical repairs.

Respectfully submitted,

Rasheed Jones  
Finance Director

54

The City of Berwyn



Rasheed Jones  
Finance Director

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 (708) 749-6468  
www.berwyn-il.gov

Date: October 9, 2018

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

Subject: Surplus Property

Based on the recommendation from the Recreation Director, Anthony Martinucci, the Finance Department declares the following vehicle as surplus property:

1. 1987 Chevrolet Suburban Silverado (VIN# 1GNGK26K3PJ366771)

The vehicle is over 30 years old and is in need of several mechanical repairs.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "R. Jones", is written over the typed name.

Rasheed Jones  
Finance Director



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6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 (708) 788-1427  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

Date: September 28, 2018

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

Re: Demolition of the 2538 S. Grove Ave

I am respectfully requesting permission to be granted to demolish the house and garage at 2538 S. Grove. Current property owner will be rebuilding the new house and garage to meet all current zoning codes.

Respectfully

Charles D. Lazzara  
Building Director

  
**Robert J. Lovero**  
Mayor



**Charles Lazzara**  
Building Director

**The City of Berwyn**  
**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov


October 1, 2018

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

Re: Remodeling City Hall / CDBG

I am respectfully requesting permission be granted to move forward with the remodeling of the basement of city hall to accommodate the director and two employees of the CDBG. The cost of the work is less than \$10,000.00, however I have attached three proposals for the same scope of work to ensure competitive pricing.

Thank You

  
Charles D. Lazzara  
Building Director

**Don Kusper**  
**DBA K'S**  
3833 Grove  
Brookfield, Il 60513  
630-675-8710  
Fax – 708-485-2961

Berwyn Build Dept  
Attn Chuck  
708-788-2660

8/1/18

**Basement Build Out**

**CDBG Reception area**

Build and finish one wall to separate the area.  
Remove a section of another wall and install 1 window and half door.  
Install peel and stick floor.  
Reconfigure the electric and lighting as needed.

**Conference space**

Remove and reconfigure one wall.  
Remove a section of wall and install one door and one window as per plan.  
Add a drop ceiling to the back section of this room as needed.

**Regina**

Remove a section of wall and install one window.  
Install a drop ceiling in entire area with 2x4 drop in lighting.  
Reconfigure the electric as needed.  
Flooring to be determined.

**Rasheed/Finance**

Build a new wall in order to separate the area.  
Install two doors as needed per plan.  
Reconfigure the lighting and drop ceiling in order to make this happen.


All new walls and affected areas will be finished drywall and painted with colors to be determined.

**Total \$9,350.00**

**Solid Remodeling Inc.**  
1340 St. Vincents Drive  
Lemont, IL 60439  
Phone: 708-987-1515

Date: 09/10/2018

This proposal is for the Remodeling of the Berwyn city hall basement to accommodate three additional CDBG employees. The scope of work provided by the city is attached and total cost for the job is \$13,375.00



Joe Nardulli Solid Remodeling Inc



### **Basement Build Out**

#### **CDBG Reception area**

**Build and finish one wall to separate the area.**

**Remove a section of another wall and install 1 window and half door.**

**Install peel and stick floor.**

**Reconfigure the electric and lighting as needed.**

#### **Conference space**

**Remove and reconfigure one wall.**

**Remove a section of wall and install one door and one window as per plan.**

**Add a drop ceiling to the back section of this room as needed.**

#### **Regina**

**Remove a section of wall and install one window.**

**Install a drop ceiling in entire area with 2x4 drop in lighting.**

**Reconfigure the electric as needed.**

**Flooring to be determined.**

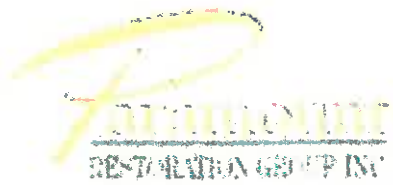
#### **Rasheed/Finance**

**Build a new wall in order to separate the area.**

**Install two doors as needed per plan.**

**Reconfigure the lighting and drop ceiling in order to make this happen.**

**All new walls and affected areas will be finished drywall and painted with colors to be determined.**



### **Basement Build Out**

#### **CDBG Reception area**

- Build and finish one wall to separate the area.**
- Remove a section of another wall and install 1 window and half door.**
- Install peel and stick floor.**
- Reconfigure the electric and lighting as needed.**

#### **Conference space**

- Remove and reconfigure one wall.**
- Remove a section of wall and install one door and one window as per plan.**
- Add a drop ceiling to the back section of this room as needed.**

#### **Regina**

- Remove a section of wall and install one window.**
- Install a drop ceiling in entire area with 2x4 drop in lighting.**
- Reconfigure the electric as needed.**
- Flooring to be determined.**

#### **Rasheed/Finance**

- Build a new wall in order to separate the area.**
- Install two doors as needed per plan.**
- Reconfigure the lighting and drop ceiling in order to make this happen.**

**All new walls and affected areas will be finished drywall and painted with colors to be determined.**

**\$ 12,000.00**

5-7

The City of Berwyn



Robert P. Schiller  
Director of Public Works

A Century of Progress with Pride

October 4, 2018

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

Re: Recommend award for the Program Year 2017 CDBG water main and sewer section replacements and roadway improvement projects.

On September 21, 2018, staff opened sealed Request for Proposal responses for the CDBG program year 2017 water main replacement and sectional sewer replacement on Cuyler Avenue from Roosevelt Road to 14<sup>th</sup> Street, and roadway, sidewalk, sewer and ADA improvements for the same area. The tabulation of bids is included with each recommendation.

In the past, the water main replacement projects were specified with 1 inch service taps and new 1 inch lines to the round way/buffalo box. This year we specified 1.5 inch taps and an alternate price with our standard minimum 1 inch tap and service to compare pricing. The proposals came in a little above the engineers estimate and the difference between the 1.5 inch service lines and the 1 inch service lines was a savings to the City of \$55,369. Staff will also discuss with the contractor, the option of residents obtaining proposals to replace their water service from the new round way to the house. Staff has reviewed the tabulation of bids and the engineer's opinion and concurs with their recommendation to award the project including the use of 1 inch service connections to Riccio Construction for the proposal amount of \$663,016 and include a 5% contingency (\$33,150) for any unforeseen items that arise during the construction project. This project will begin immediately after award of the contract and signed contracts.

**Recommended Action**

City Council award the program year 2017 CDBG project for water main and sewer section replacements and roadway improvement to Riccio Construction Corporation for the proposal amount of \$663,016 with a 5% contingency of \$33,150.

Respectfully,

Robert Schiller  
Director of Public Works

September 24, 2018

Mr. Robert Schiller  
Director of Public Works  
City of Berwyn  
1 Public Works Drive  
Berwyn, Illinois 60402

Re: **PY 2017 C.D.B.G. Roadway Sewer & Water Main Replacement**  
**HUD Activity NOS. 651, 652, 653**

Dear Bob:

Bids were received and opened for the above-referenced project at 10:00 a.m. on September 21, 2018. Five (5) bids were received, checked for accuracy, and their SAM.gov registration verified. Only (1) bidder was not registered and active with SAM.gov., resulting in their bid being rejected.

Enclosed are two (2) bid tabulations of the bids for your review. The first is entitled "Bid Tabulation with Water Service Connection, 1-1/2"" and the other is entitled "Bid Tabulation with Water Service Connection, 1". The Specifications for this project afforded the Contractor the option to provide prices for two Alternate Bid Items, as shown on Page 2 of the enclosed Tabulations. Alternate items 1 and 2 use one inch (1") water service connections for near and far side connections.

The low bidder on the base bid only items was Suburban General Construction, submitting a bid in the amount of \$718,385.00, which was \$54,955.00 (8.28%) above the Engineer's Estimate of \$663,430.00

The low bidder on the base bid with alternate items was Riccio Construction Corporation, submitting a bid in the amount of \$663,016.00, which was \$36,786.00 (5.87%) above the Engineer's Estimate of \$626,230.00.

As discussed with city staff, the alternate bid items would meet the required service needs of the residents. In addition, by utilizing the alternate bid items, there would be a cost savings of almost \$55,000 towards the original project budget. Therefore, it is our recommendation to award the contract to Riccio Construction Corporation, P.O. Box 672, Palos Park, IL 60464, in the amount of **\$663,016.00**.

Please call if you have any questions regarding this matter.

Sincerely,

**NOVOTNY ENGINEERING**



Thomas R. Brandstedt, P.E.

TRB/trb

Enclosure

cc: Ms. Regina Mendicino, Director  
File No. 18147

**TABULATION OF BIDS**

**OWNER:** City of Berwyn  
**PROJECT DESCRIPTION:** PY 2017 CDBG Roadway, Sewer and Water Main Replacement  
 HUD Activity Nos. 651, 652, 653  
 September 21, 2018 @ 10:00 A.M.

**PROJECT NO.:** 18147

**BID TABULATION WITH 1-1/2" WATER SERVICE**

Item No	Description	Unit	Quantity	Unit Price	Amount	Engineers Estimate	Suburban General Constr. 10419 E. 31st Street LaGrange Park, IL 60526 5% Bid Bond	Riscoe Construction Corp. P.O. Box 672 Peoria Park, IL 60484 5% Bid Bond	Trina Construction Corp. 2773264 North Avenue West Chicago, IL 60083 5% Bid Bond	Unkusa Plumbing Co., Inc. 9409 W. 47th Street Brookfield, IL 60083 5% Bid Bond	Pateltek Construction, Inc. 8760 Franklin Ave., #604 Franklin Park, IL 60131 5% Bid Bond	
1	WATER MAIN IN TRENCH, DUCTILE IRON, 6"	FOOT	50	70.00	3,500.00		40.00	2,000.00	98.25	4,892.50	80.00	4,000.00
2	WATER MAIN IN TRENCH, DUCTILE IRON, 6"	FOOT	1300	75.00	97,500.00		96.00	124,800.00	93.85	121,745.00	80.00	125,100.00
3	WATER MAIN IN ENCASING PIPE, DUCTILE IRON, 6"	FOOT	40	75.00	3,000.00		30.00	800.00	108.45	4,338.00	50.00	2,000.00
4	ENCASING PIPE IN TRENCH, PVC SDR 26, 12"	FOOT	40	85.00	3,400.00		16.00	600.00	48.55	1,948.00	80.00	3,200.00
5	ENCASING PIPE, DIRECTIONALLY BORED & PULLED, PVC (SCHEDULE 40), 3"	FOOT	1200	25.00	30,000.00		2.00	2,400.00	21.00	25,200.00	28.00	33,600.00
6	FIRE HYDRANTS	EACH	4	5,000.00	20,000.00		6,500.00	34,000.00	5,695.25	22,781.00	4,625.00	17,700.00
7	FIRE HYDRANT EXTENSIONS	V.F.	30	150.00	4,500.00		1.00	300.00	284.00	6,520.00	789.00	25,970.00
8	REMOVE EXISTING FIRE HYDRANTS	EACH	4	400.00	1,600.00		500.00	2,000.00	388.26	1,545.00	500.00	2,000.00
9	REMOVE VALVE BOXES	EACH	2	250.00	500.00		250.00	500.00	84.00	166.00	200.00	400.00
10	CONNECTION TO EXISTING WATER MAIN, 6"	EACH	2	3,000.00	6,000.00		7,500.00	15,000.00	2,284.75	4,569.50	3,400.00	6,800.00
11	DISCONNECT AND CAP EXISTING WATER MAIN, 6"	EACH	2	2,000.00	4,000.00		2,500.00	5,000.00	2,949.25	4,085.50	1,800.00	3,600.00
12	WATER SERVICE CONNECTION, NEAR SIDE, 1 1/2"	EACH	81	1,500.00	121,500.00		2,450.00	75,850.00	2,517.50	75,042.50	1,885.00	96,965.00
13	WATER SERVICE CONNECTION, FAR SIDE, 1 1/2"	EACH	31	3,200.00	99,200.00		3,250.00	100,750.00	3,695.75	111,468.25	2,275.00	70,625.00
14	PIPE FITTINGS (MECHANICAL JOINTS), DUCTILE IRON	LBS.	1000	4.00	4,000.00		15.00	15,000.00	5.60	5,600.00	4.00	4,000.00
15	INSTALL CORPORATION IN VALVE VAULT, 1"	EACH	2	275.00	550.00		500.00	1,000.00	143.75	267.50	180.00	360.00
16	SELECTED GRANULAR BACKFILL, COMPACTED (CA-6)	CU YD	1100	35.00	38,500.00		1.00	1,100.00	0.01	11.00	38.00	41,800.00
17	TRENCH BACKFILL, COMPACTED	CU YD	440	40.00	17,600.00		1.00	440.00	0.01	4.40	4.00	1,760.00
18	EXPLOSIVE EXCAVATION	CU YD	60	60.00	3,600.00		20.00	1,200.00	1.00	60.00	75.00	4,500.00
19	INLET FILTERS	EACH	12	125.00	1,500.00		105.00	1,260.00	108.85	1,318.20	120.00	1,440.00
20	ADJUSTING SANITARY SEWERS, 6" DIA. OR LESS	FOOT	200	20.00	4,000.00		5.00	1,000.00	25.95	5,190.00	35.00	7,000.00
21	MANHOLES, TYPE A, 4' DIA., TYPE 1 FRAME, CLOSED LID, SPECIAL	EACH	2	5,000.00	10,000.00		3,750.00	7,500.00	3,641.75	7,283.50	3,800.00	7,600.00
22	CONNECTION TO EXISTING COMBINED SEWER PIPE, 12"	EACH	1	1,000.00	1,000.00		500.00	500.00	2,808.75	2,808.75	880.00	880.00
23	CONNECTION TO EXISTING COMBINED SEWER PIPE, 6"	EACH	3	3,000.00	9,000.00		400.00	1,200.00	1,415.50	4,246.50	700.00	2,100.00
24	CATCH BASINS, TYPE A, 6' DIA., TYPE 1 FRAME, OPEN LID, SPECIAL	EACH	3	3,000.00	9,000.00		4,250.00	12,750.00	3,532.50	10,597.50	3,000.00	10,800.00
25	CONNECTION TO EXISTING STRUCTURE, 6 INCH	EACH	4	400.00	1,600.00		1,000.00	4,000.00	448.50	1,794.00	1,100.00	4,400.00
26	STORM SEWER, TYPE 2, PVC SDR 26 ASTM 224-1, 6"	FOOT	75	60.00	4,500.00		65.00	4,875.00	65.70	4,927.65	80.00	6,000.00
27	STORM SEWER, TYPE 2, PVC SDR 26 ASTM 224-1, 12"	FOOT	380	65.00	24,700.00		66.00	33,250.00	82.85	26,957.50	82.00	28,050.00
28	INLETS TO BE ADJUSTED	EACH	1	350.00	350.00		325.00	325.00	704.10	704.10	400.00	400.00
29	MANHOLES TO BE ADJUSTED	EACH	2	350.00	700.00		325.00	650.00	704.10	1,408.20	400.00	800.00
30	CATCH BASINS TO BE ADJUSTED	EACH	1	350.00	350.00		325.00	325.00	704.10	704.10	450.00	450.00
31	FRAMES AND LIDS TO BE ADJUSTED (SPECIAL)	EACH	6	750.00	4,500.00		485.00	4,350.00	1,033.25	6,288.25	650.00	6,850.00
32	FRAMES AND LIDS, TYPE 1, OPEN LID	EACH	2	275.00	550.00		250.00	500.00	431.25	862.50	350.00	700.00
33	FRAMES AND LIDS, TYPE 1, CLOSED LID	EACH	8	275.00	2,200.00		250.00	2,000.00	442.75	3,894.75	350.00	3,150.00
34	TOPSOIL FURNISH AND PLACE	CU YD	125	30.00	3,750.00		10.00	1,250.00	84.45	8,065.25	70.00	8,750.00
35	SODDING, SPECIAL	SQ YD	1100	10.00	11,000.00		15.00	16,500.00	8.95	9,735.00	11.00	12,100.00
<b>Sub Totals:</b>					<b>485,125.00</b>		<b>460,285.00</b>	<b>455,680.00</b>	<b>487,280.75</b>	<b>506,350.00</b>		<b>506,350.00</b>
<b>Big Error Corrections:</b>												
<b>Corrected Totals</b>												
<b>Over / Under</b>												
<b>Percent</b>												

**TABULATION OF BIDS**

**OWNER:** City of Benmyn  
**PROJECT DESCRIPTION:** PY 2017 CDBG Roadway, Sewer and Water Main Replacement  
 HUD Activity Nos. 651, 652, 653  
 September 21, 2018 @ 10:00 A.M.

**PROJECT NO.:** 18147

**BID TABULATION WITH 1-1/2" WATER SERVICE**

Item No.	Description	Unit	Quantity	Unit Price	Amount	Suburban General Constr. 1019 E. 31st Street LaGrange Park, IL 60528 8% Bid Bond	Ricco Construction Corp. P.O. Box 672 Palos Park, IL 60464 8% Bid Bond	Trine Construction Corp. 279264 North Avenue West Chicago, IL 60185 8% Bid Bond	Unique Plumbing Co., Inc. 8402 W. 47th Street Brookfield, IL 60613 8% Bid Bond	Patrick Construction, Inc. 3780 Franklin Ave., #504 Franklin Park, IL 60131 8% Bid Bond
36	COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT	FOOT	500	23.00	11,500.00					
37	P. C. CONCRETE DRIVEWAY PAVEMENT, 8"	SQ YD	80	85.00	6,800.00					
38	P. C. CONCRETE DRIVEWAY PAVEMENT, 7"	SQ YD	60	80.00	4,800.00					
39	P. C. CONCRETE SIDEWALK, 8"	SQ FT	2500	6.00	15,000.00					
40	DETECTABLE WARNINGS (SPECIAL)	SQ FT	40	30.00	1,200.00					
41	COARSE AGGREGATE, GRADE CA-6	TON	300	25.00	7,500.00					
42	DRIVEWAY PAVEMENT REMOVAL	SQ YD	110	11.00	1,210.00					
43	PAVEMENT REPLACEMENT SURFACE COURSE, 3"	SQ YD	200	23.00	4,600.00					
44	SIDEWALK REMOVAL	SQ FT	2500	1.50	3,750.00					
45	CLASS D PATCHES, SPECIAL, 10"	SQ YD	175	85.00	14,875.00					
46	CLASS C PATCHES, SPECIAL, 8"	SQ YD	1125	50.00	56,250.00					
47	THE BARS, 5/8"	EACH	450	10.00	4,500.00					
48	BITUMINOUS MATERIALS (TACK COAT)	POUND	2100	0.35	735.00					
49	HOT-MIX ASPHALT LEVELING BINDER (MACHINE METHOD), NSD	TON	220	70.00	15,400.00					
50	HOT-MIX ASPHALT SURFACE COURSE, MIX D, NSD	TON	475	75.00	35,625.00					
51	TEMPORARY PAVEMENT, 2"	TON	40	50.00	2,000.00					
52	HOT-MIX ASPHALT SURFACE REMOVAL, 3"	SQ YD	4000	3.00	12,000.00					
53	THERMOPLASTIC PAVEMENT MARKINGS - LINE 8"	FOOT	540	4.00	2,160.00					
54	THERMOPLASTIC PAVEMENT MARKINGS - LINE 6"	FOOT	50	5.00	250.00					
55	THERMOPLASTIC PAVEMENT MARKINGS - LINE 24"	FOOT	55	10.00	550.00					
56	RAISED REFLECTIVE PAVEMENT MARKER	EACH	8	200.00	1,600.00					
57	RECORD DRAWINGS	L SUM	1	1,500.00	1,500.00					
58	TRAFFIC CONTROL AND PROTECTION	L SUM	1	5,000.00	5,000.00					
59	INSURANCE PROVISIONS - COMPLETE	L SUM	1	2,500.00	2,500.00					
1	ALTERNATE BIDDING ITEMS									
2	WATER SERVICE CONNECTION, NEAR SIDE, 1"	EACH	31	1,000.00	31,000.00					
2	WATER SERVICE CONNECTION, FAR SIDE, 1"	EACH	31	2,500.00	77,500.00					
<b>Totals:</b>					<b>685,450.00</b>	<b>716,385.00</b>	<b>719,516.00</b>	<b>765,000.00</b>	<b>805,160.00</b>	
<b>Bid Error Corrections:</b>										
<b>Corrected Totals</b>						<b>716,385.00</b>	<b>718,516.00</b>	<b>765,000.00</b>	<b>805,160.00</b>	
<b>Over / Under</b>						<b>54,955.00</b>	<b>56,388.00</b>	<b>66,670.00</b>	<b>889,160.00</b>	
<b>Percent</b>						<b>8.28%</b>	<b>8.35%</b>	<b>8.72%</b>	<b>11.05%</b>	

**TABULATION OF BIDS**

OWNER: City of Benwon  
 PROJECT DESCRIPTION: PY 2017 CDBG Roadway, Sewer and Water Main Replacement  
 HUD Activity Nos. 651, 652, 653  
 September 21, 2018 @ 10:00 A.M.

PROJECT NO: 18147

**BID TABULATION WITH 1" WATER SERVICE**

Item No.	Description	Unit	Quantity	Unit Price	Amount	Engineers Estimate	Ricico Construction Corp. P.O. Box 672 Pelee Park, IL 60464 8% Bid Bond	Suburban General Const. 1019 E. 31st Street LaGrange Park, IL 60526 6% Bid Bond	Trine Construction Corp. 27W264 North Avenue West Chicago, IL 60185 6% Bid Bond	Unique Plumbing Co., Inc. 9408 W. 47th Street Brookfield, IL 60073 8% Bid Bond	Painick Construction, Inc. 9750 Franklin Ave., #504 Franklin Park, IL 60131 5% Bid Bond
1	WATER MAIN IN TRENCH, DUCTILE IRON, 6"	FOOT	60	70.00	3,500.00		3,850.00	40.00	80.25	1,000.00	
2	WATER MAIN IN TRENCH, DUCTILE IRON, 8"	FOOT	1300	75.00	97,500.00		97,500.00	98.00	80.00	125,100.00	
3	WATER MAIN IN TRENCH, DUCTILE IRON, 8"	FOOT	40	75.00	3,000.00		2,000.00	20.00	121,745.00	2,000.00	
4	ENCASING PIPE IN TRENCH, PVC SDR 26, 12"	FOOT	40	85.00	3,400.00		2,400.00	18.00	4,398.00	3,200.00	
5	ENCASING PIPE, DIRECTIONALLY BORED & PULLED, PVC (SCHEDULE 40), 3"	FOOT	1200	25.00	30,000.00		35,950.00	2.00	25,300.00	33,500.00	
6	FIRE HYDRANTS	EACH	4	5,000.00	20,000.00		20,000.00	8,500.00	22,781.00	17,700.00	
7	FIRE HYDRANT EXTENSIONS	V.F.	50	100.00	4,500.00		1,950.00	1.00	3,020.00	23,970.00	
8	REMOVE EXISTING FIRE HYDRANTS	EACH	4	400.00	1,600.00		1,740.00	900.00	900.00	2,000.00	
9	REMOVE VALVE BOXES	EACH	2	250.00	500.00		150.00	250.00	188.00	400.00	
10	CONNECTION TO EXISTING WATER MAIN, 6"	EACH	2	3,000.00	6,000.00		5,200.00	7,500.00	4,589.50	6,800.00	
11	DISCONNECT AND CAP EXISTING WATER MAIN, 6"	EACH	2	2,000.00	4,000.00		2,800.00	2,500.00	4,088.50	3,800.00	
12	WATER SERVICE CONNECTION, NEAR SIDE, 1 1/2"	EACH	31	4.00	1,240.00		6,000.00	10.00	5,600.00	4,000.00	
13	WATER SERVICE CONNECTION, FAR SIDE, 1 1/2"	EACH	81	275.00	22,275.00		325.00	800.00	287.50	300.00	
14	PIPE FITTINGS (MECHANICAL JOINTS), DUCTILE IRON	LBS.	1000								
15	INSTALL CORPORATION IN VALVE VAULT, 1"	EACH	2								
16	SELECTED GRANULAR BACKFILL, COMPACTED (CA-9)	CU YD	1100	35.00	38,500.00		34,100.00	1.00	11.00	41,900.00	
17	TRENCH BACKFILL, COMPACTED	CU YD	440	40.00	17,600.00		13,200.00	1.00	4.40	1,760.00	
18	EXPLORATORY EXCAVATION	CU YD	50	50.00	2,500.00		900.00	20.00	50.00	3,750.00	
19	INLET FILTERS	EACH	12	125.00	1,500.00		480.00	105.00	109.66	120.00	
20	ADJUSTING SANITARY SEWERS, 6" DIA. OR LESS	FOOT	200	20.00	4,000.00		10,000.00	5.00	26.86	7,000.00	
21	MANHOLES, TYPE A, 4' DIA., TYPE 1 FRAME, CLOSED LID, SPECIAL	EACH	2	5,000.00	10,000.00		6,800.00	3,750.00	3,641.75	7,800.00	
22	CONNECTION TO EXISTING COMBINED BEWER PIPE, 12"	EACH	1	1,000.00	1,000.00		500.00	500.00	2,008.75	650.00	
23	CONNECTION TO EXISTING COMBINED BEWER PIPE, 8"	EACH	3	1,000.00	3,000.00		1,200.00	350.00	1,415.50	2,100.00	
24	CATCH BASINS, TYPE A, 4' DIA., TYPE 1 FRAME, OPEN LID, SPECIAL	EACH	3	3,000.00	9,000.00		8,700.00	4,250.00	3,832.50	10,600.00	
25	CONNECTION TO EXISTING STRUCTURE, 6 INCH	EACH	4	400.00	1,600.00		2,000.00	1,000.00	448.50	4,400.00	
26	STORM SEWER, TYPE 2, PVC SDR 26 ASTM 2241, 6"	FOOT	75	60.00	4,500.00		4,500.00	85.00	4,927.50	8,000.00	
27	STORM SEWER, TYPE 2, PVC SDR 26 ASTM 2241, 12"	FOOT	350	65.00	22,750.00		24,500.00	82.00	28,967.50	26,050.00	
28	INLETS TO BE ADJUSTED	EACH	1	350.00	350.00		280.00	325.00	704.10	400.00	
29	MANHOLES TO BE ADJUSTED	EACH	2	350.00	700.00		650.00	325.00	704.10	800.00	
30	CATCH BASINS TO BE ADJUSTED	EACH	1	350.00	350.00		250.00	325.00	704.10	450.00	
31	FRAMES AND LIDS TO BE ADJUSTED (SPECIAL)	EACH	8	750.00	6,000.00		4,650.00	485.00	8,288.25	5,850.00	
32	FRAMES AND LIDS, TYPE 1, OPEN LID	EACH	2	275.00	550.00		500.00	225.00	662.80	700.00	
33	FRAMES AND LIDS, TYPE 1, CLOSED LID	EACH	8	275.00	2,200.00		2,350.00	225.00	3,064.75	3,150.00	
34	TOPSOIL FURNISH AND PLACE	CU YD	125	30.00	3,750.00		4,000.00	10.00	6,445.00	8,750.00	
35	SCODDING, SPECIAL	SQ. YD	1100	10.00	11,000.00		11,000.00	15.00	9,755.00	12,100.00	

Sub-Totals:	307,390.00	284,255.00	307,600.00	379,470.00
Bid Error Corrections:				
Corrected Totals ---				
Over / Under ----				
Percent -----				

**TABULATION OF BIDS**

**OWNER:** City of Berwyn  
**PROJECT DESCRIPTION:** PY 2017 CDBG Roadway, Sewer and Water Main Replacement  
 HUD Activity Nos. 861, 652, 653  
**BID OPENING:** September 21, 2018 @ 10:00 A.M.

**PROJECT NO.:** 18147

**BID TABULATION WITH 1" WATER SERVICE**

Item No	Description	Unit	Quantity	Engineers Estimate		Riesco Construction Corp. P.O. Box 672 Palos Park, IL 60464 5% Bid Bond		Suburban General Constr. 1019 E. 31st Street L'Orange Park, IL 60826 5% Bid Bond		Tims Construction Corp. 270364 North Avenue West Chicago, IL 60185 5% Bid Bond		Unique Plumbing Co., Inc. 8403 W. 47th Street Brookfield, IL 60613 5% Bid Bond		Patriack Construction, Inc. 9780 Franklin Ave, #604 Franklin Park, IL 60131 5% Bid Bond		
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
36	COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT	FOOT	500	23.00	11,600.00	37.00	18,600.00	34.00	17,000.00	26.00	14,800.00	40.00	20,000.00			
37	P. C. CONCRETE DRIVEWAY PAVEMENT, 6"	SQ YD	30	65.00	1,950.00	65.00	2,550.00	65.00	2,550.00	68.00	2,040.00	84.00	2,520.00			
38	P. C. CONCRETE DRIVEWAY PAVEMENT, 7"	SQ YD	80	77.00	6,160.00	77.00	6,160.00	75.00	6,000.00	78.00	6,240.00	88.00	7,040.00			
39	P. C. CONCRETE SIDEWALK 6"	2500	2500	6.00	15,000.00	6.00	15,000.00	6.00	15,000.00	5.90	14,750.00	7.20	18,240.00			
40	DETECTABLE WARNING (SPECIAL)	SQ FT	40	30.00	1,200.00	33.00	1,320.00	28.00	1,120.00	41.40	1,656.00	55.00	2,200.00			
41	COARSE AGGREGATE, GRADE CA-6	TON	30	25.00	750.00	21.00	630.00	18.00	540.00	28.75	862.50	24.00	720.00			
42	DRIVEWAY PAVEMENT REMOVAL	SQ YD	110	11.00	1,210.00	15.00	1,650.00	21.00	2,310.00	11.50	1,265.00	15.00	1,650.00			
43	PAVEMENT REPLACEMENT-SURFACE COURSE, 3"	SQ YD	200	25.00	5,000.00	33.00	6,600.00	28.00	5,600.00	34.50	6,900.00	38.00	7,600.00			
44	SIDEWALK REMOVAL	SQ FT	2500	1.50	3,750.00	3.00	7,500.00	4.75	11,875.00	1.45	3,625.00	1.80	4,500.00			
45	CLASS D PATCHES, SPECIAL, 10"	SQ YD	175	85.00	14,875.00	90.00	15,750.00	70.00	12,250.00	74.75	13,071.25	104.00	18,280.00			
46	CLASS C PATCHES, SPECIAL, 6"	SQ YD	1125	50.00	56,250.00	60.00	67,500.00	72.00	81,000.00	68.45	77,081.25	125.00	140,625.00			
47	THE BARS, 3/4"	EACH	450	10.00	4,500.00	12.00	5,400.00	8.00	3,600.00	8.20	3,690.00	12.00	5,400.00			
48	BITUMINOUS MATERIALS (TACK COAT)	POUND	2100	0.35	735.00	0.01	21.00	0.30	630.00	0.45	945.00	0.02	42.00			
49	HOT-MIX ASPHALT LEVELING BINDER (MACHINE METHOD), N60	TON	200	70.00	14,000.00	95.00	19,000.00	92.00	18,400.00	110.00	22,000.00	95.00	19,000.00			
50	HOT-MIX ASPHALT SURFACE COURSE, MIX D, N60	TON	475	75.00	35,625.00	95.00	45,000.00	78.00	37,050.00	76.00	36,060.00	95.00	45,000.00			
51	TEMPORARY PAVEMENT, 3"	TON	40	50.00	2,000.00	105.00	4,200.00	100.00	4,000.00	1.00	40.00	140.00	5,600.00			
52	HOT-MIX ASPHALT SURFACE REMOVAL, 6"	SQ YD	400	3.00	1,200.00	8.00	3,200.00	3.50	1,400.00	7.05	2,820.00	5.77	2,308.00			
53	THERMOPLASTIC PAVEMENT MARKINGS - LINE 6"	FOOT	540	4.00	2,160.00	5.00	2,700.00	4.00	2,160.00	5.75	3,105.00	4.30	2,322.00			
54	THERMOPLASTIC PAVEMENT MARKINGS - LINE 6"	FOOT	60	8.00	480.00	8.00	480.00	6.00	480.00	7.50	450.00	6.90	414.00			
55	THERMOPLASTIC PAVEMENT MARKINGS - LINE 24"	FOOT	55	10.00	550.00	13.00	715.00	11.00	605.00	22.15	1,218.25	11.90	654.50			
56	RAISED REFLECTIVE PAVEMENT MARKER	EACH	8	200.00	1,600.00	250.00	2,000.00	235.00	1,880.00	821.00	6,568.00	247.00	1,976.00			
57	RECORD DRAWINGS	L SUN	1	1,500.00	1,500.00	1,000.00	1,000.00	1,000.00	1,000.00	2,395.25	2,395.25	1,200.00	1,200.00			
58	TRAFFIC CONTROL AND PROTECTION	L SUN	1	5,000.00	5,000.00	8,000.00	8,000.00	21,800.00	21,800.00	3,698.50	3,698.50	27,238.00	27,238.00			
59	INSURANCE PROVISIONS - COMPLETE	L SUN	1	2,500.00	2,500.00	3,000.00	3,000.00	1,250.00	1,250.00	1,857.25	1,857.25	2,000.00	2,000.00			
1	ALTERNATE BID ITEMS															
2	WATER SERVICE CONNECTION, NEAR SIDE, 1"	EACH	31	1,000.00	31,000.00	1,200.00	37,200.00	1,850.00	57,350.00	1,738.25	53,885.75	1,635.00	50,685.00			
2	WATER SERVICE CONNECTION, FAR SIDE, 1"	EACH	31	2,500.00	77,500.00	1,800.00	55,800.00	2,450.00	75,950.00	2,810.75	87,133.25	1,520.00	50,120.00			
<b>Totals:</b>					638,230.00		653,915.00		663,765.00		701,508.25		845,775.00			
<b>Big Error Corrections:</b>																
<b>Corrected Totals</b>					638,230.00		653,915.00		663,765.00		701,508.25		845,775.00			
<b>Over / Under</b>					38,760.00		38,760.00		42,155.00		75,278.25		219,645.50			
<b>Percent</b>					5.97%		5.97%		6.90%		12.07%		85.05%			



KH

The City of Berwyn



Robert J. Lovero  
Mayor

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

October 5, 2018

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

Subject: Payroll October 3, 2018

Ladies and Gentlemen:

The current payroll has been prepared for review by the finance department and is ready for approval at the October 9, 2018 meeting.

Payroll: October 3, 2018 in the amount of \$1,139,356.48

Respectfully Submitted,

Finance Department

K-2

The City of Berwyn



Robert J. Lovero  
Mayor

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

October 5, 2018

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

Subject: Payables October 9, 2018

Ladies and Gentlemen:

The current payables were prepared for review by the finance department and are ready for approval at the October 9, 2018 meeting.

Payables: October 9, 2018 in the amount of \$1,738,092.52

Respectfully Submitted,

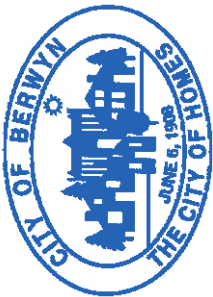
Finance Department



# Accounts Payable by G/L Distribution Report

Payment Date Range 09/27/18 - 10/10/18

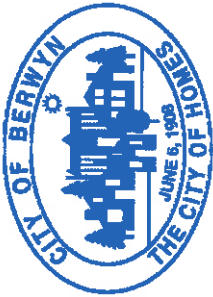
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 02 - Mayor's Office										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	952443-0	Mayors Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	120.79
								Invoice Transactions 1		\$120.79
								Department 02 - Mayor's Office Totals		\$120.79
Department 03 - City Administrator's Office										
Account 5235 - Postage & Printing										
2705 - Lawndale News	831447	Cleaning Services Ad	Paid by Check # 47487		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	158.16
								Account 5235 - Postage & Printing Totals		\$158.16
Account 5290 - Other General Expenses										
2233 - Brian Pabst	3769721883	Expense Reimbursement	Paid by Check # 47438		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	93.52
2233 - Brian Pabst	3782804920	Expense Reimbursement	Paid by Check # 47438		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	90.75
2233 - Brian Pabst	3756614708	Expense Reimbursement	Paid by Check # 47438		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	88.49
5994 - Chase	2018-00001212	Chase Credit Card Purchases	Paid by Check # 47444		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	50.50
								Account 5290 - Other General Expenses Totals		\$323.26
Account 5300 - Professional Services										
2961 - Miguel A. Santiago Consulting, Inc	OCTOBER2018	Consulting Services Oct.2018	Paid by Check # 47492		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	5,000.00
								Account 5300 - Professional Services Totals		\$5,000.00
								Department 03 - City Administrator's Office Totals		\$5,481.42
Department 04 - City Clerk's Office										
Account 5610 - Codification										
860 - American Legal Publishing Corporation	0123520	Code Supplement Pages	Paid by Check # 47425		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	583.00
860 - American Legal Publishing Corporation	0123847	Internet Renewal	Paid by Check # 47425		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	450.00
860 - American Legal Publishing Corporation	0124527	Berwyn II Code of Ordinances	Paid by Check # 47425		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	33.15
860 - American Legal Publishing Corporation	0124467	September 2018 S-33 Editing	Paid by Check # 47425		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	340.00
								Account 5610 - Codification Totals		\$1,406.15
								Department 04 - City Clerk's Office Totals		\$1,406.15
Department 10 - Legal										
Account 5300 - Professional Services										
2251 - Storino, Ramello & Durkin	76142	Legal Services Aug. 2018	Paid by Check # 47417		09/24/2018	09/24/2018	09/24/2018	Invoice Transactions 4	09/27/2018	10,557.05
2231 - Storino, Ramello & Durkin	76143	Legal Services Aug. 2018	Paid by Check # 47417		09/24/2018	09/24/2018	09/24/2018	Invoice Transactions 4	09/27/2018	1,060.40



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Vendor Fund 100 - General Fund</b>										
<b>Department 10 - Legal</b>										
Account 5300 - Professional Services										
5083 - Gary T. Copp	SEPTEMBER2018	Adjudication Hearings	Paid by Check # 47469		10/04/2018	10/04/2018	10/04/2018		10/10/2018	990.00
5083 - Gary T. Copp	JULY2018	Adjudication Hearings	Paid by Check # 47469		10/04/2018	10/04/2018	10/04/2018		10/10/2018	330.00
5693 - Geogantas Claims Services, Inc	05186728	Surveillance	Paid by Check # 47471		10/04/2018	10/04/2018	10/04/2018		10/10/2018	1,563.00
5097 - Veritext	CHI3488032	Legal Services Sept. 2018	Paid by Check # 47528		10/04/2018	10/04/2018	10/04/2018		10/10/2018	651.65
Account 5300 - Professional Services Totals										
Department 10 - Legal Totals										
<b>\$15,152.10</b>										
<b>\$15,152.10</b>										
<b>Department 12 - Finance</b>										
Account 5220 - Training, Dues & Publications										
5594 - Chase	2018-00001212	Chase Credit Card Purchases	Paid by Check # 47444		09/28/2018	09/28/2018	09/28/2018		10/10/2018	122.82
Account 5220 - Training, Dues & Publications Totals										
<b>\$122.82</b>										
<b>Account 5225 - Supplies</b>										
4961 - Chicago Office Products Co.	951669-0	Finance Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	80.65
4961 - Chicago Office Products Co.	952159-0	Finance Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	26.98
4961 - Chicago Office Products Co.	952268-0	Finance Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	29.58
4961 - Chicago Office Products Co.	C 952230-0	Credit	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	(12.99)
4961 - Chicago Office Products Co.	C 952158-0	Credit	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	(21.99)
Account 5225 - Supplies Totals										
<b>\$102.23</b>										
<b>Sub Department 11 - Collector's Office</b>										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	951770-0	Collectors Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	331.63
Account 5290 - Other General Expenses										
4700 - EIS Elevator Inspection Services	79490	Inspection Refund	Paid by Check # 47460		09/25/2018	09/25/2018	09/25/2018		10/10/2018	2,848.00
Account 5290 - Other General Expenses Totals										
<b>\$2,848.00</b>										



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Fund 100 - General Fund										
Department 12 - Finance										
Sub Department 11 - Collector's Office										
Account 5300-03 - Professional Services Collection Service Fees										
1447 - MRA	SEPTEMBER2018	Parking Tickets / Collection Fee /Local Ordinance Hearing	Paid by Check # 47496		10/04/2018	10/04/2018	10/04/2018	10/10/2018	10/10/2018	20,094.00
	8	Account 5300-03 - Professional Services Collection Service Fees Totals								\$20,094.00
		Sub Department 11 - Collector's Office Totals								\$23,273.63
		Department 12 - Finance Totals								\$23,498.68
Department 14 - Human Resources										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	950973-0	Benefits Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	10/10/2018	10/10/2018	94.63
		Account 5225 - Supplies Totals								\$94.63
		Department 14 - Human Resources Totals								\$94.63
Department 16 - Information Technology										
Account 5290 - Other General Expenses										
5820 - SYNCB / AMAZON	2018-00001205	I.T. Supplies	Paid by Check # 47418		09/24/2018	09/24/2018	09/24/2018	09/27/2018	09/27/2018	27.97
		Account 5290 - Other General Expenses Totals								\$27.97
Account 5505 - Equipment Lease										
1344 - Delage Landen Financial Services	60703136	Final lease payment: Cisco Core switches year 5	Paid by Check # 47455		09/25/2018	09/25/2018	09/25/2018	10/10/2018	10/10/2018	19,018.35
		Account 5505 - Equipment Lease Totals								\$19,018.35
Account 5510 - Hardware Purchase										
5820 - SYNCB / AMAZON	2018-00001206	IT supplies/RAM 8GB, 2 Pent. Gold G5600s, 8PIN to SATA converter	Paid by Check # 47418		09/24/2018	09/24/2018	09/24/2018	09/27/2018	09/27/2018	485.20
		IT supplies vid cards/ 4 amazon	Paid by Check # 47518		09/25/2018	09/25/2018	09/25/2018	10/10/2018	10/10/2018	931.34
		Account 5510 - Hardware Purchase Totals								\$1,416.54
Account 5530 - Network Infrastructure										
4024 - AT & T	708Z02001709-1	AT&T Monthly City Hall Tel Bills	Paid by Check # 47429		09/25/2018	09/25/2018	09/25/2018	10/10/2018	10/10/2018	2,467.64
4025 - AT&T	5667040040-18264	ASE Monthly connectivity / 8 sites fiber	Paid by Check # 47430		09/25/2018	09/25/2018	09/25/2018	10/10/2018	10/10/2018	7,482.84



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 16 - Information Technology										
Account 5530 - Network Infrastructure	8018743400	AT&T Citywide internet connectivity circuits monthly	Paid by Check # 47431		09/25/2018	09/25/2018	09/25/2018		10/10/2018	3,235.29
4026 - AT&T		Three months cloud vmware hosting	Paid by Check # 47478		09/25/2018	09/25/2018	09/25/2018		10/10/2018	7,969.65
3792 - Iland Internet Solutions Corporation	434845			Account 5530 - Network Infrastructure Totals				Invoice Transactions 4		\$21,155.42
				Department 16 - Information Technology Totals				Invoice Transactions 8		\$41,618.28
Department 17 - Administrative										
Account 5035-01 - Benefits Health Insurance										
15 - Health Care Service Corporation	2018-00001211	10/18 insurance premiums	Paid by Check # 47476		10/01/2018	10/01/2018	10/01/2018		10/10/2018	950,877.53
				Account 5035-01 - Benefits Health Insurance Totals				Invoice Transactions 1		\$950,877.53
504 - AETNA										
Account 5035-02 - Benefits Dental Insurance										
16 - Dearborn National Life Insurance Company	2018-00001209	10/18 insurance premiums	Paid by Check # 47421		10/01/2018	10/01/2018	10/01/2018		10/10/2018	36,858.69
				Account 5035-02 - Benefits Dental Insurance Totals				Invoice Transactions 1		\$36,858.69
16 - Dearborn National Life Insurance Company										
Account 5035-03 - Benefits Life Insurance										
16 - Dearborn National Life Insurance Company	2018-00001210	10/18 insurance premiums	Paid by Check # 47454		10/01/2018	10/01/2018	10/01/2018		10/10/2018	7,553.12
				Account 5035-03 - Benefits Life Insurance Totals				Invoice Transactions 1		\$7,553.12
Department 18 - Fire Department										
Account 5205 - Utilities										
4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018		10/10/2018	347.79
				Account 5205 - Utilities Totals				Invoice Transactions 1		\$347.79
117 - Village of Romeoville Fire Academy	2018-468	Rope Operations Training/ John Gray	Paid by Check # 47530		09/27/2018	09/27/2018	09/27/2018		10/10/2018	450.00
				Account 5220 - Training, Dues & Publications Totals				Invoice Transactions 1		\$450.00
4061 - Chicago Office Products Co.	951086-0	Fire Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	171.87
4007 - Building Services of America, LLC	55248	Soft Touch Roll Towels	Paid by Check # 47440		09/27/2018	09/27/2018	09/27/2018		10/10/2018	355.80
				Account 5225 - Supplies Totals				Invoice Transactions 2		\$527.67
4057 - Emergency Medical Products, Inc.	2014870	EKG Paper	Paid by Check # 47462		09/27/2018	09/27/2018	09/27/2018		10/10/2018	127.00



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Department 18 - Fire Department										
Account 5290 - Other General Expenses										
1757 - Emergency Medical Products, Inc.	2014941	Oxygen Masks	Paid by Check # 47462		09/27/2018	09/27/2018	09/27/2018		10/10/2018	53.52
Account 5290 - Other General Expenses Totals								Invoice Transactions 2		\$180.52
Account 5400-30 - Repairs & Maintenance Building										
1879 - Fox Valley Fire & Safety	IN00203477	Ansul Single Tank System Maintenance	Paid by Check # 47467		09/27/2018	09/27/2018	09/27/2018		10/10/2018	167.90
1883 - Sta-Kleen, Inc	114954	Duct Work & Filter Cleaning	Paid by Check # 47514		09/27/2018	09/27/2018	09/27/2018		10/10/2018	330.00
Account 5400-30 - Repairs & Maintenance Building Totals								Invoice Transactions 2		\$497.90
Account 5400-31 - Repairs & Maintenance Fleet										
32052 - Just Tires	304275	Tire Repairs	Paid by Check # 47484		09/27/2018	09/27/2018	09/27/2018		10/10/2018	20.00
Account 5400-31 - Repairs & Maintenance Fleet Totals								Invoice Transactions 1		\$20.00
Account 5500-01 - Equipment Turnout Gear										
4390 - The Eagle Uniform Company, Inc.	268361	Fire Dept Uniforms	Paid by Check # 47521		09/27/2018	09/27/2018	09/27/2018		10/10/2018	738.25
Account 5500-01 - Equipment Turnout Gear Totals								Invoice Transactions 1		\$738.25
Department 20 - Police Department										
Account 5040 - Tuition Reimbursement										
4232 - Michael Fellows	2018-00001204	Tuition Reimbursement	Paid by Check # 47415		09/21/2018	09/21/2018	09/21/2018		09/27/2018	1,928.75
Account 5040 - Tuition Reimbursement Totals								Invoice Transactions 10		\$2,762.13
Account 5205 - Utilities										
4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018		10/10/2018	556.51
Account 5205 - Utilities Totals								Invoice Transactions 1		\$556.51
Account 5215-01 - Telephone In-House										
4024 - AT & T	708795560109-1	Aug.14 - Sep.13 2018	Paid by Check # 47429		10/04/2018	10/04/2018	10/04/2018		10/10/2018	232.33
4024 - AT & T	708788401909-1	Aug.17 - Sep.16 2018	Paid by Check # 47429		10/04/2018	10/04/2018	10/04/2018		10/10/2018	571.99
478 - Comcast Cable	2018-00001266	Cable TV & Internet	Paid by Check # 47450		10/04/2018	10/04/2018	10/04/2018		10/10/2018	211.98
Account 5215-01 - Telephone In-House Totals								Invoice Transactions 3		\$1,016.30
Account 5225 - Supplies										
2578 - Aqua Chill of Chicago # 22	2251131	Water Cooler Rentals	Paid by Check # 47428		10/04/2018	10/04/2018	10/04/2018		10/10/2018	123.00



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Fund 100 - General Fund										
Department 20 - Police Department										
Account 5225 - Supplies										
291 - Tele-Tron Ace Hardware	80716	P.D. Building Supplies	Paid by Check # 47519		10/04/2018	10/04/2018	10/04/2018		10/10/2018	80.30
Account 5235 - Postage & Printing								Invoice Transactions 2		\$203.30
390 - Citadel	136740	Record Destruction	Paid by Check # 47448		10/04/2018	10/04/2018	10/04/2018		10/10/2018	107.40
465 - Diamond Graphics, Inc.	0102829076	Printing	Paid by Check # 47457		10/04/2018	10/04/2018	10/04/2018		10/10/2018	325.00
459 - Federal Express Corporation	6-319-32024	Shipping	Paid by Check # 47465		10/04/2018	10/04/2018	10/04/2018		10/10/2018	205.14
545 - The Blue Line	37677	Job Posting	Paid by Check # 47520		10/04/2018	10/04/2018	10/04/2018		10/10/2018	298.00
Account 5290 - Other General Expenses								Invoice Transactions 4		\$935.54
5259 - Conrad Polygraph, Inc.	3084	Polygraph Exams	Paid by Check # 47452		10/04/2018	10/04/2018	10/04/2018		10/10/2018	130.00
STERICYCLE	4008119707	BIO HAZARD DISPOSAL	Paid by Check # 47564		10/04/2018	10/04/2018	10/04/2018		10/10/2018	47.32
Account 5400-30 - Repairs & Maintenance Building								Invoice Transactions 2		\$177.32
260 - Door Systems, Inc.	859057	Building Repairs	Paid by Check # 47459		10/04/2018	10/04/2018	10/04/2018		10/10/2018	716.11
929 - McDonough Mechanical Services, Inc.	33959	HVAC Duct Repair	Paid by Check # 47489		10/04/2018	10/04/2018	10/04/2018		10/10/2018	2,990.00
929 - McDonough Mechanical Services, Inc.	110531	HVAC Maintenance	Paid by Check # 47489		10/04/2018	10/04/2018	10/04/2018		10/10/2018	506.00
929 - McDonough Mechanical Services, Inc.	110513	HVAC Repairs	Paid by Check # 47489		10/04/2018	10/04/2018	10/04/2018		10/10/2018	960.00
294 - Moore Construction	September2018	Building Repairs	Paid by Check # 47495		10/04/2018	10/04/2018	10/04/2018		10/10/2018	320.00
345 - Professional Pest Control, Inc.	2018-00001267	Pest Control Sept. 2018	Paid by Check # 47503		10/04/2018	10/04/2018	10/04/2018		10/10/2018	65.00
345 - Professional Pest Control, Inc.	2018-00001268	Exterminator Fee	Paid by Check # 47503		10/04/2018	10/04/2018	10/04/2018		10/10/2018	95.00
1559 - Scout Electric Supply	165100	Building Repairs	Paid by Check # 47510		10/04/2018	10/04/2018	10/04/2018		10/10/2018	331.25
790 - Thyssenkrupp Elevator Corporation	3004173146	Elevator maintenance quarterly	Paid by Check # 47522		10/04/2018	10/04/2018	10/04/2018		10/10/2018	1,322.52
Account 5400-30 - Repairs & Maintenance Building								Invoice Transactions 9		\$7,305.88





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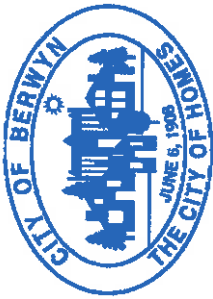
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Department 20 - Police Department</b>										
Account 5400-31 - Repairs & Maintenance Fleet										
606 - Infinity Communications Group	11226	Printed Vinyl Decals	Paid by Check # 47479		10/04/2018	10/04/2018	10/04/2018		10/10/2018	666.92
32052 - Just Tires	303699	Tire Repairs	Paid by Check # 47484		10/04/2018	10/04/2018	10/04/2018		10/10/2018	20.00
32052 - Just Tires	304787	Tire Repairs	Paid by Check # 47484		10/04/2018	10/04/2018	10/04/2018		10/10/2018	20.00
32052 - Just Tires	304686	New Tires	Paid by Check # 47484		10/04/2018	10/04/2018	10/04/2018		10/10/2018	191.24
1678 - Mike & Sons	33785	Vehicle Maintenance	Paid by Check # 47493		10/04/2018	10/04/2018	10/04/2018		10/10/2018	646.00
1678 - Mike & Sons	33805	Vehicle Maintenance	Paid by Check # 47493		10/04/2018	10/04/2018	10/04/2018		10/10/2018	120.00
Account 5400-31 - Repairs & Maintenance Fleet Totals										
										<b>\$1,664.16</b>
<b>Account 5500 - Equipment</b>										
655 - United Radio Communications	106015581-1	Radio Rentals	Paid by Check # 47526		10/04/2018	10/04/2018	10/04/2018	Invoice Transactions 6	10/10/2018	1,680.00
Account 5500 - Equipment Totals										
										<b>\$1,680.00</b>
<b>Department 24 - Building/Neighborhood Affairs</b>										
Account 5205 - Utilities										
4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	281.34
Account 5205 - Utilities Totals										
										<b>\$281.34</b>
<b>Account 5225 - Supplies</b>										
4961 - Chicago Office Products Co.	952716-0	Building Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	260.68
4961 - Chicago Office Products Co.	950859-0	Building Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	188.46
4961 - Chicago Office Products Co.	951580-0	Building Dept Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	240.87
Account 5225 - Supplies Totals										
										<b>\$690.01</b>
<b>Account 5300 - Professional Services</b>										
294 - B. Davids Landscaping	2018-00001208	Lawn care & Misc. Services	Paid by Check # 47432		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3	10/10/2018	680.00
6425 - Blades of Glory, Inc.	45	Lawn care & Misc. Services	Paid by Check # 47437		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3	10/10/2018	240.00
2696 - Chicago Metropolitan Fire Prevention Company	IN00189573	F/A Radio Use / Maintenance /Monitoring	Paid by Check # 47445		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3	10/10/2018	105.00
167 - Frank Novotny & Associates, Inc.	17212-1	Engineering Services May 2017	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3	10/10/2018	600.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Department 24 - Building/Neighborhood Affairs Account 5300 - Professional Services										
167 - Frank Novotny & Associates, Inc.	15332-6	Engineering Services May 2017	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	510.00
167 - Frank Novotny & Associates, Inc.	17212-4	Engineering Services May 2017	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	190.00
167 - Frank Novotny & Associates, Inc.	17439-2	Engineering Services March 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	190.00
167 - Frank Novotny & Associates, Inc.	17439-3	Engineering Services March 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	152.00
167 - Frank Novotny & Associates, Inc.	15126-11	Engineering Services May 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	380.00
167 - Frank Novotny & Associates, Inc.	17145-4	Engineering Services Feb. 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	170.00
167 - Frank Novotny & Associates, Inc.	15379-7	Engineering Services May 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	342.00
167 - Frank Novotny & Associates, Inc.	18236-1	Engineering Services Aug. 2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	304.00
167 - Frank Novotny & Associates, Inc.	17145-2	Engineering Services May 2017	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018		10/10/2018	600.00
3014 - JNC Consulting, Inc.	1190	Permit Inspections Oct. 2018	Paid by Check # 47483		09/25/2018	09/25/2018	09/25/2018		10/10/2018	3,200.00
1074 - K's Quality Construction, Inc.	18-125	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	303.00
1074 - K's Quality Construction, Inc.	18-126	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	303.00
1074 - K's Quality Construction, Inc.	18-128	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	335.00
1074 - K's Quality Construction, Inc.	18-127	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	490.00
1074 - K's Quality Construction, Inc.	18-129	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	320.00
1074 - K's Quality Construction, Inc.	18-130	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	186.00
1074 - K's Quality Construction, Inc.	18-131	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	1,092.00
1074 - K's Quality Construction, Inc.	18-132	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	490.00
1074 - K's Quality Construction, Inc.	18-133	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	253.00
1074 - K's Quality Construction, Inc.	18-134	Emergency Board Up	Paid by Check # 47485		09/25/2018	09/25/2018	09/25/2018		10/10/2018	918.00
Account 5300 - Professional Services Totals Invoice Transactions 24										<b>\$12,353.00</b>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Department 24 - Building/Neighborhood Affairs Account 5400 - Repairs & Maintenance										
167 - Frank Novotny & Associates, Inc.	17145-5	Engineering Services Aug.2018	Paid by Check # 47468		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 1	10/10/2018	304.00
Department 24 - Building/Neighborhood Affairs Totals										\$304.00
Department 26 - Public Works Sub Department 35 - Streets Account 5015 - Stipends - Uniform										\$13,628.35
280 - Roscoe Company	1556648	P.W. Uniforms	Paid by Check # 47507		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	97.44
280 - Roscoe Company	1557664	P.W. Uniforms	Paid by Check # 47507		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 2	10/10/2018	35.00
Account 5015 - Stipends - Uniform Totals										\$132.44
0995 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	466.20
Account 5205 - Utilities Totals										\$466.20
4024 - AT & T	708788456909-1	Aug.17 - Sep.16 2018	Paid by Check # 47429		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	631.11
Account 5215 - Telephone Totals										\$631.11
4002 - All Traffic Solutions	SIN021271	radar feedback renewal	Paid by Check # 47424		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	7,650.00
Account 5220 - Training, Dues & Publications Totals										\$7,650.00
0961 - Chicago Office Products Co.	952167-0	Public Works Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018	Invoice Transactions 1	10/10/2018	97.23
162 - Jack's Rental, Inc.	75978	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	189.99
162 - Jack's Rental, Inc.	75929	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	118.68
162 - Jack's Rental, Inc.	75925	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	57.20
162 - Jack's Rental, Inc.	75991	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	899.40
162 - Jack's Rental, Inc.	75993	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	214.20
162 - Jack's Rental, Inc.	75992	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	169.78
391 - Tele-Tron Ace Hardware	80733	P.W. Supplies	Paid by Check # 47519		10/01/2018	10/01/2018	10/01/2018	Invoice Transactions 1	10/10/2018	214.50



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b> Department 26 - Public Works Sub Department 35 - Streets Account 5225 - Supplies	93975	P.W. Supplies	Paid by Check # 47523		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	216.00
Account 5225 - Supplies Totals Invoice Transactions 9										
<b>\$2,176.98</b>										
Account 5300 - Professional Services AMS Electric, Inc.	1628	Breaker Maintenance	Paid by Check # 47426		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	780.00
Cintas Corporation	5011213431	First Aid Cabinet Restocked	Paid by Check # 47447		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	575.87
Engineering Solutions Team	2018-00001258	Engineering Services Aug.31- Sept.28 2018	Paid by Check # 47464		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	5,022.00
Account 5300 - Professional Services Totals Invoice Transactions 3										
<b>\$6,377.87</b>										
Account 5400 - Repairs & Maintenance ABC Commercial Maintenance Services, Inc.	2018-PW103	Janitorial Services Sept. 2018	Paid by Check # 47419		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	490.00
K-Five Hodgkins LLC	11573	HMA	Paid by Check # 47486		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	401.93
Ozinga Ready Mix Concrete Inc.	1151865	concrete	Paid by Check # 47500		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	1,085.00
Account 5400 - Repairs & Maintenance Totals Invoice Transactions 3										
<b>\$1,976.93</b>										
Account 5400-04 - Repairs & Maintenance Landscape Gus & Sons Landscaping, LLC	518	2018 Cermak rd landscaping	Paid by Check # 47474		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	1,999.71
Gus & Sons Landscaping, LLC	519	2018 ogden landscaping	Paid by Check # 47474		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	2,057.14
Gus & Sons Landscaping, LLC	520	2018 roosevelt landscaping	Paid by Check # 47474		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	942.57
Account 5400-04 - Repairs & Maintenance Landscape Totals Invoice Transactions 3										
<b>\$4,999.42</b>										
Sub Department 37 - Fleet Account 5225 - Supplies Monroe Truck Equipment, Inc.	321698	P.W. Supplies	Paid by Check # 47494		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	21.35
Rush Truck Centers of Illinois, Inc.	3012096650	P.W. Supplies	Paid by Check # 47509		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	66.90
Standard Equipment Company	P09294	fleet supplies	Paid by Check # 47515		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	978.37
Standard Equipment Company	P09376	fleet supplies	Paid by Check # 47515		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	177.37
Standard Equipment Company	P09377	fleet supplies	Paid by Check # 47515		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	129.29
Account 5400-04 - Repairs & Maintenance Landscape Totals Invoice Transactions 3										
<b>\$24,410.95</b>										



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Department 26 - Public Works Sub Department 37 - Fleet Account 5225 - Supplies	1000 - Standard Equipment Company	P09378	fleet supplies	Paid by Check # 47515		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	754.91
	1364 - Tryad Automotive	006-204644	P.W. Supplies	Paid by Check # 47524		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	371.20
	1364 - Tryad Automotive	006-204612	P.W. Supplies	Paid by Check # 47524		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	75.24
					Account 5225 - Supplies Totals				Invoice Transactions 8		\$2,574.63
	161 - Bus & Truck of Chicago, Inc.	41831	truck repair	Paid by Check # 47441		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	1,965.00
					Account 5300 - Professional Services Sub Department 37 - Fleet Totals				Invoice Transactions 1		\$1,965.00
					Department 26 - Public Works Totals				Invoice Transactions 9		\$4,539.63
									Invoice Transactions 32		\$28,950.58
Department 30 - Committee & Planning Account 5290 - Other General Expenses	4441 - Gilbert Pena	2018-00001255	Expense Reimbursement	Paid by Check # 47472		10/04/2018	10/04/2018	10/04/2018	10/10/2018	10/10/2018	230.18
	JITHZEL SALCEDO	2018-00001260	1st Runner Up Prize Money	Paid by Check # 47546		10/04/2018	10/04/2018	10/04/2018	10/10/2018	10/10/2018	500.00
	PATRICIA STURDEVANT	2018-00001259	Houly Pageant Contestant Gifts	Paid by Check # 47557		10/04/2018	10/04/2018	10/04/2018	10/10/2018	10/10/2018	530.03
					Account 5290 - Other General Expenses Totals				Invoice Transactions 3		\$1,260.21
					Department 30 - Committee & Planning Totals				Invoice Transactions 3		\$1,260.21
Department 32 - Recreation Account 5100 - Special Events	3750 - Rose's Catering	862492	Senior Luncheon / Halloween Meals	Paid by Check # 47508		09/26/2018	09/26/2018	09/26/2018	10/10/2018	10/10/2018	1,580.00
					Account 5100 - Special Events Totals				Invoice Transactions 1		\$1,580.00
Account 5205 - Utilities	4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018	10/10/2018	10/10/2018	410.38
					Account 5205 - Utilities Totals				Invoice Transactions 1		\$410.38
Account 5215 - Telephone	4024 - AT & T	708788265709-2	Aug.17 - Sep.16 2018	Paid by Check # 47429		09/26/2018	09/26/2018	09/26/2018	10/10/2018	10/10/2018	285.02
	4024 - AT & T	708788155009-2	Aug.17 - Sep.16 2018	Paid by Check # 47429		09/26/2018	09/26/2018	09/26/2018	10/10/2018	10/10/2018	63.17
	4024 - AT & T	708788233409-2	Aug.17 - Sep.16 2018	Paid by Check # 47429		09/26/2018	09/26/2018	09/26/2018	10/10/2018	10/10/2018	63.21



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Department 32 - Recreation Account 5215 - Telephone										
302 - Sprint	380311334-068	Cell Phones & Wifi Hotspots	Paid by Check # 47513		09/26/2018	09/26/2018	09/26/2018		10/10/2018	419.00
Account 5215 - Telephone Totals Invoice Transactions 4										
										<u>\$830.40</u>
32406 - BSN Sports	902985418	Wilson Evolution Basketballs	Paid by Check # 47439		09/26/2018	09/26/2018	09/26/2018		10/10/2018	1,403.76
3116 - GSBS Basketball	FALL2018	Basketball League Fee	Paid by Check # 47473		09/26/2018	09/26/2018	09/26/2018		10/10/2018	1,100.00
3013 - Horizon Screen Print	18-8979	Soccer Shirts	Paid by Check # 47477		09/26/2018	09/26/2018	09/26/2018		10/10/2018	631.50
3013 - Horizon Screen Print	18-8981	Soccer Shirts	Paid by Check # 47477		09/26/2018	09/26/2018	09/26/2018		10/10/2018	1,199.50
162 - Jack's Rental, Inc.	75979	Rec Supplies	Paid by Check # 47482		09/26/2018	09/26/2018	09/26/2018		10/10/2018	54.98
162 - Jack's Rental, Inc.	75982	Rec Supplies	Paid by Check # 47482		09/26/2018	09/26/2018	09/26/2018		10/10/2018	15.98
2844 - US Games	300188579	Dodge Balls	Paid by Check # 47527		09/26/2018	09/26/2018	09/26/2018		10/10/2018	470.30
Account 5225 - Supplies Totals Invoice Transactions 7										
										<u>\$4,876.02</u>
75 - Empire Cooler Service, Inc.	000208591	Ice Machine Rental	Paid by Check # 47463		09/26/2018	09/26/2018	09/26/2018		10/10/2018	92.00
0692 - M. K. Sports	2018-00001254	Umpires for Adult Soft Ball	Paid by Check # 47488		09/26/2018	09/26/2018	09/26/2018		10/10/2018	2,635.00
Account 5290 - Other General Expenses Totals Invoice Transactions 2										
										<u>\$2,727.00</u>
2577 - ABC Commercial Maintenance Services, Inc.	2018-RC108	Janitorial Services Sept 2018	Paid by Check # 47419		09/26/2018	09/26/2018	09/26/2018		10/10/2018	1,245.00
162 - Jack's Rental, Inc.	76060	Disinfectant Spray	Paid by Check # 47482		09/26/2018	09/26/2018	09/26/2018		10/10/2018	101.88
5123 - Nationwide Transmission & Complete Auto Service	2018-00001245	Vehicle Maintenance	Paid by Check # 47497		09/26/2018	09/26/2018	09/26/2018		10/10/2018	15.75
5123 - Nationwide Transmission & Complete Auto Service	131313	Vehicle Repairs	Paid by Check # 47497		09/26/2018	09/26/2018	09/26/2018		10/10/2018	441.23
280 - Roscoe Company	1556656	Building Maintenance Supplies	Paid by Check # 47507		09/26/2018	09/26/2018	09/26/2018		10/10/2018	470.44
391 - Tele-Tron Ace Hardware	79561	Rec Supplies	Paid by Check # 47519		09/26/2018	09/26/2018	09/26/2018		10/10/2018	402.28
Account 5400 - Repairs & Maintenance Totals Invoice Transactions 6										
										<u>\$2,676.58</u>
Department 32 - Recreation Totals Invoice Transactions 21										
										<u>\$13,100.38</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Vendor Fund 100 - General Fund</b>										
Department 46 - Senior Citizen Program										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	952155-0	Senior Services Office Supplies	Paid by Check # 47446		09/28/2018	09/28/2018	09/28/2018		10/10/2018	141.01
4811 - Casam LLC	82242	Safety Step Stools	Paid by Check # 47442		09/25/2018	09/25/2018	09/25/2018		10/10/2018	159.98
Account 5235 - Postage & Printing										
465 - Diamond Graphics, Inc.	0102829064	Senior Newsletter	Paid by Check # 47457		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 2		\$300.99
Account 5400 - Repairs & Maintenance										
5165 - All Door Check & Lock Service	27606	Locksmith Services	Paid by Check # 47423		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 1		475.00
Account 5400-04 - Repairs & Maintenance Landscape										
394 - B. Davids Landscaping	2018-00001214	Senior Lawn care	Paid by Check # 47432		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 1		\$103.74
4425 - Blades of Glory, Inc.	11-1	Senior Lawn care	Paid by Check # 47437		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 1		1,140.00
7932 - Richard C. Dahms	SEPTEMBER2018	Senior Lawn care	Paid by Check # 47505		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 1		1,575.00
Account 5400-04 - Repairs & Maintenance Landscape										
96 - PACE Suburban Bus	522640	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3		1,200.00
96 - PACE Suburban Bus	522670	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3		\$3,915.00
96 - PACE Suburban Bus	522671	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3		100.00
96 - PACE Suburban Bus	522710	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3		100.00
96 - PACE Suburban Bus	522644	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 3		100.00
Account 5505 - Equipment Lease										
96 - PACE Suburban Bus	522640	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 5		\$500.00
96 - PACE Suburban Bus	522670	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 12		\$5,294.73
96 - PACE Suburban Bus	522671	1 Van @100 each	Paid by Check # 47501		09/25/2018	09/25/2018	09/25/2018	Invoice Transactions 174		\$1,163,125.53
Account 5505 - Equipment Lease Totals										
Department 46 - Senior Citizen Program Totals										
Fund 100 - General Fund Totals										
<b>Vendor Fund 205 - Library Fund</b>										
Department 40 - Library										
Account 5105-07 - Community Programs Adult/Children Programs										
5827 - Berwyn Bettys Bath and Body, Ltd	2018-00001216	Library Programs	Paid by Check # 47434		10/03/2018	10/03/2018	10/03/2018	Invoice Transactions 5		320.00
388 - Demco Educational Corporation	6448009	Library Supplies	Paid by Check # 47456		10/03/2018	10/03/2018	10/03/2018	Invoice Transactions 12		35.15



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Department 40 - Library</b> <b>Account 5105-07 - Community Programs Adult/Children Programs</b>										
DONALYN VOJTA	2018-00001240	Programs Adults / Children	Paid by Check # 47537		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	50.00
4246 - Gene Ha	2018-00001236	Library Programs	Paid by Check # 47470		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	50.00
LORI HARRIS	2018-00001238	Programs Adults/Children	Paid by Check # 47552		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	125.00
263 - Oriental Trading Company	691711285-01	Supplies, Programs, & Promotions	Paid by Check # 47499		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	12.98
828 - SYNCB / AMAZON	2018-00001237	Supplies, Programs, & Promotions	Paid by Check # 47517		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	994.20
T--REXPLORERS, LLC	2018-00001239	Programs Adults / Children	Paid by Check # 47565		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	400.00
TERRANCE LYNCH	2018-00001241	Programs Adults / Children	Paid by Check # 47566		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	275.06
<b>Account 5105-07 - Community Programs Adult/Children Programs Totals</b> <b>Invoice Transactions 9</b> <b>\$2,262.39</b>										
<b>Account 5205 - Utilities</b>										
4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018	10/10/2018	10/10/2018	253.28
<b>Account 5215 - Telephone</b>										
4024 - AT & T	708795579409-1	Aug. 14 - Sep. 13 2018	Paid by Check # 47429		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	88.34
4024 - AT & T	708795608209-1	Aug. 14 - Sep. 13 2018	Paid by Check # 47429		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	2,153.15
31245 - Verizon Wireless - LeHigh	9814024061	Aug. 5 - Sept. 4 2018	Paid by Check # 47529		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	152.04
<b>Account 5215 - Telephone Totals</b> <b>Invoice Transactions 3</b> <b>\$2,393.53</b>										
<b>Account 5225 - Supplies</b>										
2032 - Shelfwiz	3452-1 R	Library Supplies	Paid by Check # 47416		09/21/2018	09/21/2018	09/21/2018	09/27/2018	09/27/2018	160.50
4961 - Chicago Office Products Co.	952239-0	Library Supplies	Paid by Check # 47446		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	92.22
498 - Demco Educational Corporation	6448009	Library Supplies	Paid by Check # 47456		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	145.41
498 - Ingram Library Services LLC	36457332	Books, Book Supplies, Databases	Paid by Check # 47480		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	195.27
5426 - Menards	90137	Library Supplies	Paid by Check # 47490		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	19.93
31183 - Office Depot	196357569001	General Supplies	Paid by Check # 47498		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	196.74
263 - Oriental Trading Company	691711285-01	Supplies, Programs, & Promotions	Paid by Check # 47499		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	20.90

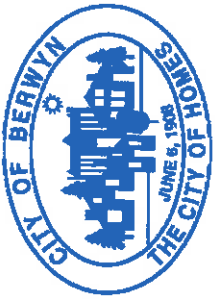




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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 205 - Library Fund										
Department 40 - Library										
Account 5225 - Supplies										
299 - Sherwin Williams Company	2152-3	Paint & Supplies	Paid by Check # 47511		10/03/2018	10/03/2018	10/03/2018		10/10/2018	50.38
828 - SYNCB / AMAZON	2018-00001237	Supplies, Programs, & Promotions	Paid by Check # 47517		10/03/2018	10/03/2018	10/03/2018		10/10/2018	300.30
Account 5245 - Books								Invoice Transactions 9		\$1,181.65
531 - Baker & Taylor Entertainment, Inc.	5015162950	Book Jackets	Paid by Check # 47433		10/03/2018	10/03/2018	10/03/2018		10/10/2018	290.11
5832 - Digitalita	2018122	Books & Databases	Paid by Check # 47458		10/03/2018	10/03/2018	10/03/2018		10/10/2018	3,920.00
398 - Ingram Library Services LLC	36457332	Books, Book Supplies, Databases	Paid by Check # 47480		10/03/2018	10/03/2018	10/03/2018		10/10/2018	5,689.48
30520 - Midwest Tape	96427479	Books	Paid by Check # 47491		10/03/2018	10/03/2018	10/03/2018		10/10/2018	2,401.31
828 - SYNCB / AMAZON	2018-00001237	Supplies, Programs, & Promotions	Paid by Check # 47517		10/03/2018	10/03/2018	10/03/2018		10/10/2018	22.33
Account 5245-82 - Books Other Grants								Invoice Transactions 5		\$12,323.23
398 - Ingram Library Services LLC	36457332	Books, Book Supplies, Databases	Paid by Check # 47480		10/03/2018	10/03/2018	10/03/2018		10/10/2018	206.41
Account 5250 - Audio Visual								Invoice Transactions 1		\$206.41
828 - SYNCB / AMAZON	2018-00001237	Supplies, Programs, & Promotions	Paid by Check # 47517		10/03/2018	10/03/2018	10/03/2018		10/10/2018	163.73
Account 5255 - Periodicals								Invoice Transactions 1		\$163.73
2527 - Suburban Life Media	5255	Periodical Subscription	Paid by Check # 47516		10/03/2018	10/03/2018	10/03/2018		10/10/2018	99.00
Account 5400 - Repairs & Maintenance								Invoice Transactions 1		\$99.00
2577 - ABC Commercial Maintenance Services, Inc.	2018-PL104	Blanket PO - Cleaning Service	Paid by Check # 47419		10/03/2018	10/03/2018	10/03/2018		10/10/2018	2,300.00
3673 - Affiliated Customer Service, Inc.	R62013	Building Repairs & Maintenance	Paid by Check # 47422		10/03/2018	10/03/2018	10/03/2018		10/10/2018	1,122.00
4931 - Elite Document Solutions	6111	Printer Supplies	Paid by Check # 47461		10/03/2018	10/03/2018	10/03/2018		10/10/2018	368.96
4851 - Forest Security	75593	Repairs & Maintenance	Paid by Check # 47466		10/03/2018	10/03/2018	10/03/2018		10/10/2018	291.00
Account 5660 - Promotions								Invoice Transactions 4		\$4,081.96
365 - Amsterdam Printing & Litho Corporation	6073133	Library Promotions	Paid by Check # 47427		10/03/2018	10/03/2018	10/03/2018		10/10/2018	428.94



# Accounts Payable by G/L Distribution Report

Payment Date Range 09/27/18 - 10/10/18

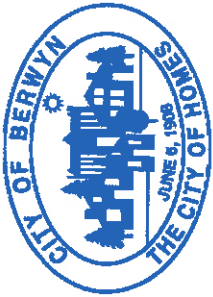
Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 205 - Library Fund										
Department 40 - Library										
Account 5660 - Promotions										
5663 - Oriental Trading Company	691711285-01	Supplies, Programs, & Promotions	Paid by Check # 47499		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	19.37
5628 - SYNCB / AMAZON	2018-00001237	Supplies, Programs, & Promotions	Paid by Check # 47517		10/03/2018	10/03/2018	10/03/2018	10/10/2018	10/10/2018	104.05
				Account 5660 - Promotions Totals				Invoice Transactions 3		\$552.36
				Department 40 - Library Totals				Invoice Transactions 37		\$23,517.54
				Fund 205 - Library Fund Totals				Invoice Transactions 37		\$23,517.54
Fund 210 - Community Development Fund										
Department 42 - CDBG										
Account 5105 - Community Programs										
5834 - Coast To Coast Masonry Group, Inc	2018-00001269	Masonry Work	Paid by Check # 47449		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	7,782.00
5839 - Robert R. Andreas & Sons	092518-01	Concrete Repairs	Paid by Check # 47506		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	5,450.00
5576 - VS Printing Services, LLC	17461	SRF Rehab Letters	Paid by Check # 47531		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	120.00
				Account 5105 - Community Programs Totals				Invoice Transactions 3		\$13,352.00
4095 - CenterPoint Energy Services, Inc.	7019991	Natural Gas Deliveries	Paid by Check # 47443		09/28/2018	09/28/2018	09/28/2018	10/10/2018	10/10/2018	144.24
				Account 5205 - Utilities				Invoice Transactions 1		\$144.24
5577 - ABC Commercial Maintenance Services, Inc.	2018-CC100	Janitorial Services Sept. 2018	Paid by Check # 47419		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	300.00
				Account 5400 - Repairs & Maintenance				Invoice Transactions 1		\$300.00
				Department 42 - CDBG Totals				Invoice Transactions 5		\$13,796.24
				Fund 210 - Community Development Fund Totals				Invoice Transactions 5		\$13,796.24
Fund 215 - Motor Fuel Tax Fund										
Account 5205 - Utilities										
61 - ComEd	2018-00001243	September 2018 electric	Paid by Check # 47451		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	22,653.28
61 - ComEd	2018-00001244	Aug. 16 - Sept. 17 2018	Paid by Check # 47451		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	6.97
				Account 5205 - Utilities Totals				Invoice Transactions 2		\$22,660.25
3047 - H & H Electric Company	31544	Traffic control car show electric service	Paid by Check # 47475		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	1,759.11
3047 - H & H Electric Company	31543	street light repair	Paid by Check # 47475		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	3,916.84
				Account 5400-03 - Repairs & Maintenance Traffic control Totals				Invoice Transactions 2		\$5,675.95
				Fund 215 - Motor Fuel Tax Fund Totals				Invoice Transactions 4		\$28,336.20



# Accounts Payable by G/L Distribution Report

Payment Date Range 09/27/18 - 10/10/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 220 - South Berwyn Corridor TIF Fund										
Account 5700 - Principal Expenses										
78 - Berwyn Development Corporation	2018-00001263	S.Berwyn / Depot TIF	Paid by Check # 47435		09/28/2018	09/28/2018	09/28/2018		10/10/2018	38,790.14
Account 5700 - Principal Expenses Totals								Invoice Transactions 1		\$38,790.14
Account 5705 - Interest Expense										
78 - Berwyn Development Corporation	2018-00001263	S.Berwyn / Depot TIF	Paid by Check # 47435		09/28/2018	09/28/2018	09/28/2018		10/10/2018	581.85
Account 5705 - Interest Expense Totals								Invoice Transactions 1		\$581.85
Fund 230 - Roosevelt Road TIF Fund										
Account 5705 - Interest Expense										
78 - Berwyn Development Corporation	2018-00001215	Interest	Paid by Check # 47435		09/28/2018	09/28/2018	09/28/2018		10/10/2018	1,250.00
Account 5705 - Interest Expense Totals								Invoice Transactions 1		\$1,250.00
Fund 230 - Roosevelt Road TIF Fund Totals								Invoice Transactions 2		\$39,371.99
Fund 240 - Grants Fund										
Department 20 - Police Department										
Account 5500 - Equipment										
845 - Intoximeters	601619	New Breathalyzer Machine	Paid by Check # 47481		10/04/2018	10/04/2018	10/04/2018		10/10/2018	8,195.00
Account 5500 - Equipment Totals								Invoice Transactions 1		\$8,195.00
Fund 240 - Grants Fund Totals								Invoice Transactions 1		\$8,195.00
Fund 245 - Asset Forfeiture Fund										
Department 20 - Police Department										
Account 5191-15 - State Law Enforcement Expenses										
5256 - Partners & Paws Veterinary Services	57148	K-9 Medical	Paid by Check # 47502		10/04/2018	10/04/2018	10/04/2018		10/10/2018	175.30
Account 5191-15 - State Law Enforcement Expenses Totals								Invoice Transactions 1		\$175.30
Fund 302 - Sprint										
Account 5191-25 - State Communications / Comp										
713752663-039	Aug.22 - Sep.21 2018		Paid by Check # 47513		10/04/2018	10/04/2018	10/04/2018		10/10/2018	451.07
Account 5191-25 - State Communications / Comp Totals								Invoice Transactions 1		\$451.07
Fund 309 - Berwyn Police Explorer #94										
Account 5192-20 - Federal Drug,Gang,Education / Awareness										
251967970	Six Flags Trip		Paid by Check # 47436		10/04/2018	10/04/2018	10/04/2018		10/10/2018	839.75
Account 5192-20 - Federal Drug,Gang,Education / Awareness Totals								Invoice Transactions 1		\$839.75
Fund 318 - ACS										
Account 5192-25 - Federal Contracting for Services										
1250	Policy and Grant Consulting		Paid by Check # 47420		10/04/2018	10/04/2018	10/04/2018		10/10/2018	3,750.00
Account 5192-25 - Federal Contracting for Services Totals								Invoice Transactions 1		\$3,750.00



# Accounts Payable by G/L Distribution Report

Payment Date Range 09/27/18 - 10/10/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 245 - Asset Forfeiture Fund										
Department 20 - Police Department										
Account 5192-30 - Federal LE, PS, Detention Facilities										
245 - Professional Pest Control, Inc.	2018-00001265	Pest Control Sept. 2018	Paid by Check # 47503		10/04/2018	10/04/2018	10/04/2018		10/10/2018	45.00
Account 5192-30 - Federal LE, PS, Detention Facilities Totals								Invoice Transactions 1		\$45.00
Account 5192-55 - Federal LE Equipment										
5256 - Partners & Paws Veterinary Services	57265	K-9 Medical	Paid by Check # 47502		10/04/2018	10/04/2018	10/04/2018		10/10/2018	29.75
Account 5192-55 - Federal LE Equipment Totals								Invoice Transactions 1		\$29.75
Fund 400 - Capital Bond Fund										
Department 20 - Police Department										
Account 5800 - Capital Outlay										
4313 - Currie Motors	M3418	New Vehicle	Paid by Check # 47453		10/04/2018	10/04/2018	10/04/2018		10/10/2018	25,641.00
Account 5800 - Capital Outlay Totals								Invoice Transactions 1		\$25,641.00
Fund 500 - Utilities Fund										
Department 44 - Water & Sewer										
Account 5225 - Supplies										
162 - Jack's Rental, Inc.	76029	supplies	Paid by Check # 47482		10/01/2018	10/01/2018	10/01/2018		10/10/2018	218.10
Account 5400 - Repairs & Maintenance										
4127 - Reliable Materials-Lyons LLC	224065	debris dump	Paid by Check # 47504		10/01/2018	10/01/2018	10/01/2018		10/10/2018	2,041.00
4127 - Reliable Materials-Lyons LLC	224743	debris dump	Paid by Check # 47504		10/01/2018	10/01/2018	10/01/2018		10/10/2018	1,894.00
4127 - Reliable Materials-Lyons LLC	224547	debris dump	Paid by Check # 47504		10/01/2018	10/01/2018	10/01/2018		10/10/2018	1,727.00
4127 - Reliable Materials-Lyons LLC	223091	debris dump	Paid by Check # 47504		10/01/2018	10/01/2018	10/01/2018		10/10/2018	785.00
Account 5600 - Cost of Water										
4264 - City of Chicago	315-R	Aug.03 - Aug. 16 2018	Paid by Check # 47413		09/21/2018	09/21/2018	09/21/2018		09/27/2018	94,368.00
4264 - City of Chicago	316-R	July 17 - Aug. 16 2018	Paid by Check # 47413		09/21/2018	09/21/2018	09/21/2018		09/27/2018	86,789.07
4264 - City of Chicago	317-R	Aug. 03 - Aug. 16 2018	Paid by Check # 47413		09/21/2018	09/21/2018	09/21/2018		09/27/2018	99,705.69
Account 5400 - Repairs & Maintenance Totals								Invoice Transactions 4		\$6,437.00



# Accounts Payable by G/L Distribution Report

Payment Date Range 09/27/18 - 10/10/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 500 - Utilities Fund										
Department 44 - Water & Sewer										
Account 5600 - Cost of Water										
4264 - City of Chicago	318-R	July 17 - Aug. 16 2018	Paid by Check # 47413		09/21/2018	09/21/2018	09/21/2018	09/27/2018	09/27/2018	83,338.74
				Account 5600 - Cost of Water Totals				Invoice Transactions 4		\$364,201.50
1702 - Unique Plumbing	20180970	inv #20180970	Paid by Check # 47525		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	5,380.32
1702 - Unique Plumbing	20180968	inv #20180968	Paid by Check # 47525		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	5,167.10
1702 - Unique Plumbing	20180965	inv #20180965	Paid by Check # 47525		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	1,315.00
1702 - Unique Plumbing	20180967	inv #20180967	Paid by Check # 47525		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	7,944.21
				Account 5800 - Capital Outlay Totals				Invoice Transactions 4		\$19,806.63
ESTHER MACCHIONE	298	Flood Mitigation Program / 6924 W. 30th Pl	Paid by Check # 47542		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	3,500.00
RONALD KINDER	2018-00001256	Flood Mitigation Reimbursement / 2106 Maple	Paid by Check # 47561		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	3,500.00
				Account 5800-41 - Capital Outlay Flood Mitigation Program Totals				Invoice Transactions 2		\$7,000.00
				Department 44 - Water & Sewer Totals				Invoice Transactions 15		\$397,663.23
				Fund 500 - Utilities Fund Totals				Invoice Transactions 15		\$397,663.23
Fund 550 - Parking Garage Fund										
Account 5300 - Professional Services										
5172 - Johnson Controls Security Solutions	29565703 B-R	Parking Garage Alarm System Service	Paid by Check # 47414		09/21/2018	09/21/2018	09/21/2018	09/27/2018	09/27/2018	1,816.80
2577 - ABC Commercial Maintenance Services, Inc.	2018-PW103	Janitorial Services Sept. 2018	Paid by Check # 47419		10/01/2018	10/01/2018	10/01/2018	10/10/2018	10/10/2018	41.65
				Account 5300 - Professional Services Totals				Invoice Transactions 2		\$1,858.45
				Fund 550 - Parking Garage Fund Totals				Invoice Transactions 2		\$1,858.45
				Grand Totals				Invoice Transactions 248		\$1,708,046.05

✓-3

**Christian Congregation of Jehovah's Witnesses**

4108 S. Oak Park Ave

Stickney, IL 60402

708-945-2404 - 708-795-6526

englishciceropw@gmail.com

October 1st, 2018

Dear City Clerk,

This is our official request to apply for permission to conduct our Community Service in Berwyn, starting **Monday, October 15th** through **Saturday, December, 22nd 2018** at the following locations, days and times:

**Locations:**

Windsor & Oak Park

Windsor & Grove

Windsor & Harlem

Cermak & Home

Cermak & Elmwood

Cermak & Scoville

Cermak & Lombard

3308 & Oak Park

**Days & Times:**

Monday - Friday 7am-12pm & 4:30pm-6:30pm

Saturdays - 7am-1pm

Locations, days and times will vary due to the amount of volunteers available and weather but will not exceed the above locations, days and times.

Thank you again for your assistance and the privilege of serving the community!

Sincerely,



Art Gonzalez

Minister of Jehovah's Witnesses



**City Council Communication – Request for Block Party**

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

From: Residents of the 23 00 Block of Scoville Ave. (i.e. 1200 Block of Home)

Date: 10/4/2018

Re: Request for Block Party Approval

Dear Mayor Lovero and City Council:

The residents of the above listed street request approval for our Block Party to be held on:

Requested Date: 10/20, 2018 from 8:00 a.m. until 9:00 p.m.

Rain Date: 10/21, 2018 from 8:00 a.m. until 9:00 p.m.

We have also submitted the following forms with this request:

- Completed City of Berwyn Event Application, and
- A petition signed by at least 50% of the homeowners residing on our block.

I am the organizer of the Block Party. I have received and read the Berwyn Code of Ordinances regarding Block Parties and Bounce Houses. My neighbors and I agree to abide by all the laws of the City of Berwyn and State of Illinois. In addition, we state that:

- We understand that the use of fireworks is illegal in Berwyn and in Illinois. We understand that our use of fireworks during our block party may result in the cancelling of our permit resulting in the ending of our party along with the possible issuance of tickets and fines.
- We also understand that Live Bands, DJ's or any amplified music must be kept at a reasonable level so as not to disturb other neighbors.
- We agree to clean up our block after the party.

As the permit holder, I understand that I am accepting responsibility for the activities conducted during the time of this permit. I also agree to notify all my neighbors of the date and time of the Block Party.

Thank you for considering our Block Party request,

Giloviatt Harrington

Print Name

2311 Scoville Ave.

[Redacted area containing phone number and email address]

Phone Number

E-mail Address

EMAIL.COM

PLEASE RETURN TO THE OFFICE OF THE CITY CLERK 8 WEEKS PRIOR TO YOUR REQUESTED DATE  
6700 W 26<sup>th</sup> St, Berwyn, IL 60402 Phone: 708-749-6452

K-5  
Mayor  
Robert J. Lovero



7th Ward Alderman  
Rafael Avila

October 9, 2018

The Honorable Robert J. Lovero  
Members of the City Council

RE: Handicap Parking Application #1220  
1517 S. Maple Ave, Apt. #2, Berwyn, IL 60402

Ladies and Gentlemen:

The attached application has been reviewed and is submitted for your consideration with a recommendation for **APPROVAL** of a handicap **SPACE**.

<u>Address</u>	<u>Applicant Name</u>	<u>Application #</u>
1517 S. Maple Ave, Apt. #2	Gail Dranke	1220

Thank you very much,

Rafael Avila

RA/sla

Enc: Handicap Application





# 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. Loyero  
From : Berwyn Police Department Community Service Division  
Date : 9/14/2018  
Officer: T Young#183

Applicant Name: Gail Drankie

Address: 1517 Maple Ave Apt 2 Berwyn Il 60402

Telephone:

Nature of Disability:

### Information

Doctor's Note/ Affidavit:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Interviewed:	Yes <input checked="" type="checkbox"/> No <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 checked="" type="checkbox"/> <input type="checkbox"/>
Driveway:	<input type="checkbox"/> <input checked="" type="checkbox"/>	Wheelchair:	<input type="checkbox"/>
Off Street:	<input type="checkbox"/> <input checked="" type="checkbox"/>	Walker / Cane:	<input type="checkbox"/>
On Street:	<input checked="" type="checkbox"/> <input type="checkbox"/>	Oxygen:	<input type="checkbox"/>

Meets Police Dept Requirements	Space <input checked="" type="checkbox"/> Zone <input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Report #: 18-08695
--------------------------------	--	--	--------------------

7TH Ward Alderman: RAFAEL AVILA

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

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

Incident#: 18-08695

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)				INCIDENT # 18-08695	
REPORT TYPE Incident Report	RELATED CAD # C18-053577	DESCRIPTION Applicant File			
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1517 S MAPLE AV Berwyn, IL 60402				
HOW RECEIVED	WHEN REPORTED 09/12/2018 08:57	TIME OF OCCURRENCE 09/12/2018 08:57	STATUS CODE	STATUS DATE	

**INVOLVED ENTITIES**

NAME Drankie, Gail						DOB	AGE 62
ADDRESS 1517 S MAPLE AV - 2 Berwyn, IL 60402					FBI #	IR #	
SEX F	RACE	HGT	WGT	HAIR	PHONE Mobile		
EYES	SID #	DL #	DL State		ALT PHONE		
CLOTHING					Handcuff Double Locked	Prints Taken	Criminal History
Employer							
UCR 9041 Applicant File, 1				TYPE Reporting Party		RELATED EVENT #	Count 1
STATUTE							

**DRAFT**

**INVOLVED VEHICLES**

VEH/PLATE #	STATE IL	TYPE Carryall/SUV	INVOLVEMENT Involved	VIN #
YEAR 2010	MAKE Ford	MODEL Escape	COLOR Gray	OWNER Drankie, Gail
COMMENTS				
Towed	Towed By		Tow Number	Impounded
Hold				

**NARRATIVES**

PRIMARY NARRATIVE

Gail Drankie is requesting a handicapped parking space in front of her residence located at 1517 Maple. She drives a gray 2010 Ford Escape II Berwyn VT# 47073, and has a Valid II handicapped placard# MA049850. She resides in a multi unit building with a 2 car garage. Gail has no access to garage, the building owner parks in it. There are no handicapped signs on the block. Maple Pool and the Skate Park are located across the street. The block is mostly multi unit apartment buildings.

OFFICIAL SWORN POLICE REPORT

**Berwyn Police Department**

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

Incident#: 18-08695

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)				INCIDENT # 18-08695	
REPORT TYPE Incident Report	RELATED CAD # C18-053577	DESCRIPTION Applicant File			
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1517 S MAPLE AV Berwyn, IL 60402				
HOW RECEIVED	WHEN REPORTED 09/12/2018 08:57	TIME OF OCCURRENCE 09/12/2018 08:57	STATUS CODE	STATUS DATE	
Gail meets the requirements for handicapped parking according to the City of Berwyn ordinance 484.05					
REPORTING OFFICER YOUNG, TERRY	Unit # 183	SUPERVISOR			Unit #

DRAFT

## Handicapped Space/Zone Police Department Site Inspection

Application # 1220

Police Department Designee C.S.O. Terry Young

Comments: Resides in multi unit building with 2 car garage. No handicapped signs on block. The Maple Pool and skate park are located across the street. The block is mostly multi unit buildings.

Date: 9/14/2018

Police Report # 18-08695

## Handicapped Space/Zone Public Works Site Inspection

Application # 1220

Public Works Director or Designee Dan Schiller

Comments: There are no obstructions to installation of a reserved space at this location. There are no existing reserved spaces on the block. The block is zoned 7-1 parking. The applicant's vehicle was parked in front of the subject property at the time of inspection. There is a 2 car garage on the property wuth no access.

**Meets Public Works Criteria:**

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

Date: 9/28/2018

Police Report # 18-08695

## Handicapped Space/Zone Traffic Engineer Site Inspection

<b>Traffic Engineer or Designee</b>	<u>Nicole Campbell</u>	<b>Application #</b>	<b>1220</b>
<b>Comments:</b> <u>No additional comments.</u>			
<b>Meets Traffic Criteria for:</b>			
Parking Space	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
Parking Zone	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Date:</b> <u>10/2/2018</u>		<b>Police Report #</b> <u>18-08695</u>	

**Rec'd by City Clerk:** 10/2/2018  
**To Alderman:** 10/2/2018  
**To Council:** 10/09/18  
**Determination:** APPROVE  
**Notice to Applicant:**  
**Paid:**  
**Sign #:**

**Comments:**


The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

*app # 1220*

A Century of Progress with Pride  
6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

**Affidavit For Handicapped Parking Sign or Drop Off Zone**

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

INITIAL  RENEWAL

Gail Drankie  
(Name of Handicapped Applicant)

\_\_\_\_\_  
(Date of Birth)

1517 Maple Ave  
(Berwyn Address)

\_\_\_\_\_  
(Name of caregiver, or guardian if minor)

\_\_\_\_\_  
(Date of Birth)

\_\_\_\_\_  
(Telephone /Cell Phone Number)

Are you the homeowner? Yes  No

Is there a Driveway/Carport on the property? Yes  No

Is there a garage on the property? Yes  No   
tenants use garage

If so, what is the garage currently being used for? other

\*\*\*\*\*

**Vehicle Information**

2010 Ford Escape  
(Vehicle make and model)

2010 - Gray/Silver  
(Year / Color)

\_\_\_\_\_  
(Illinois License Plate Number)

47073  
(Current City Vehicle Sticker Number)

I am the driver of the vehicle Yes  No

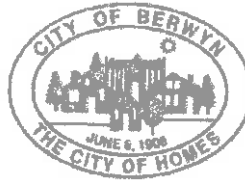
MA049050  
(Illinois Permanent Handicap Placard Number)

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 of Applicant or Legal Guardian

June 29, 2018  
Date

Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois



**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

**Physician Form (A)**

**This form must be filled out in its entirety and signed by your physician.**

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does the patient utilize any of the following? :

Walker \_\_\_\_\_ Wheel Chair \_\_\_\_\_ Cane \_\_\_\_\_ Oxygen \_\_\_\_\_

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.)

[Handwritten Signature]  
(Physician's Signature/Stamp)

6-29-2018  
(Date)

JASANO FANADOU, D.O.  
(Print Physician's Name)

105 East Burlington  
(Address and Telephone Number)  
Street Suite C.  
Pleasanton, IL

Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois



**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
www.berwyn-il.gov

**Form B**

**Owner Consent For Handicap Sign**

**Placement/Drop-off Zone**

I \_\_\_\_\_, owner/manager of the property at  
1517 Maple Ave, state as follows:

1) That Gail Drankie is a tenant at the above listed property.

2) That Gail Drankie has no access to any parking on the premises.

3) That if Gail Drankie is granted a handicapped sign or drop-off zone by the City of Berwyn, I have no objection to the placement of signs in front of this address.

4) I agree to notify the City of Berwyn if Gail Drankie no longer resides on the premises.

\_\_\_\_\_  
Signature/Date

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_



*K.L.*

**Robert J. Lovero**  
Mayor



**Charles D. Lazzara**  
Building Director

**A Century of Progress with Pride**

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

October 1, 2018

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

Re: Building and Local Improvement Permits

Gentlemen:

Attached is the financial report of Building and Local Improvement Permits issued by the City of Berwyn for the month of September 2018, along with a copy of Permit Statistics for this same period.

Respectfully,

Charles D. Lazzara  
Building Director

# Report Of Building Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	Issued	Permit No.	Improvements	Cost Of	Cost Of Permit
3 Mich Investments Inc 2235 S. East Avenue	9/24/2018	Bldg-B 8680-4	repair sewer piping . Repair sewer in the parkway only. Accorded to state code and city code. Julie dtg # a2620970	\$0.00	\$210.00
Elizabeth Martinez & Baldomero 1918 S. Maple Avenue	9/13/2018	Bldg-B 8688-2	FEES ONLY FOR PLUMBING UNDERGROUND, ELECTRICAL ROUGH, PLUMBING ROUGH, STACK TEST, WATER PRESSURE TEST	\$0.00	\$250.00
Shivani Anand 2224 S. Highland Avenue	9/14/2018	Bldg-B 8743-4	electrical final reinspection R/R INTERIOR DOOR, TILE BATHROOM DOWNSTAIRS, REMODEL KITCHEN WITH NEW CABINETS, INSTALL NEW BACK SPLASH AND GRANITE IN KITCHEN, RE-SAND HARDWOOD FLOORING, INSTALL AND REMOVE FRONT ENTRANCE DOOR, R/R BACK DOOR, PAINT AS NEEDED	\$0.00	\$50.00
Savas Partners LLC 3636 S. Grove Avenue	9/24/2018	Bldg-B 8853-3	REPLACE BROKEN SEWER MAIN LINE IN FRONT OF THE HOUSE.	\$0.00	\$165.00
De Wise Holding, LLC 2726 S. East Avenue	9/5/2018	Bldg-B 8942-1	PAYING FOR BACFILL INSPECTION	\$0.00	\$65.00
De Wise Holding, LLC 2726 S. East Avenue	9/21/2018	Bldg-B 8942-2	PRE-POUR REINSPECTION FOR CITY SIDEWALKS.	\$0.00	\$50.00
Miriam Gonzalez & Irma Gomez 2522 S. Scoville Avenue	9/13/2018	Bldg-B 8953-1	REINSPECTION FOR ELECTRICAL SERVICE AND FINAL ADDING 2ND STORY ADDITION TO INCLUDE 2 NEW BATHROOMS AND 3 BEDROOMS. ALL ELECTRIC, PLUMBING AND HVAC TO CURRENT CODE. ALL BEDROOMS REQUIRE A RETURN. BRING WINDOWS TO EGRESS CODE WHERE NEEDED.----- 4/13/2018	\$0.00	\$100.00
L & MC INVESTMENTS LLC SE 1225 S. Home Avenue	9/17/2018	Bldg-B 8954-1	INSTALL A NEW SEWER FOR THE NEW CONSTRUCTION OF A SINGLE FAMILY HOME.	\$5,000.00	\$275.00
Blue Line Investment LLC 3227 S. Wenonah Avenue	9/26/2018	Bldg-B 9055-1	INSTALL A 1" WATER SERVICE	\$2,000.00	\$515.00
Koko Marina West LLC 7001 W. Ogdan Avenue	9/6/2018	Bldg-B 9076-1	electrical rough reinspection - REMODEL AND BUILD OUT FOR DENTAL OFFICE -- RELOCATE EXISTING BATHROOM AND EXPAND FRONT DENTAL OFFICE INTO REAR APT. - IN THE RESIDENTIAL SPACE - RELOCATE BATHROOM, TURN BEDROOM INTO OPERATORY ROOM, CONVERT KITCHEN INTO LUNG	\$0.00	\$50.00
Elias Lopez Vazquez 2640 S. Lombard Avenue	9/4/2018	Bldg-B 9093-1	ELECTRIC ROUGH REINSPECTION FEE ONLY.	\$0.00	\$50.00
North Shore Holdings, Ltd 3836 S. Lombard Avenue	9/10/2018	Bldg-B 9102-0	KITCHEN AND BATHROOM REMODEL, REPLACE ALL OUTLETS AND SWITCHES, REPLACE GFCI, INSTALL NEW LIGHT FIXTURES, HARD WIRE SMOKES AND CARBONS, R/R HOT WATER HEATER, R/R FURNACE AND A/C UNITS INSTALL EGRESS WHERE NEEDED, ATF FOR FULL BASEMENT REMODEL WITH NEW 3/4	\$28,000.00	\$1,000.00
Conrado Carrillo 3526 S. Elmwood Avenue	9/11/2018	Bldg-B 9103-0	SECOND FLOOR ADDITION TO RESIDENTIAL HOME. (3) BEDROOMS AND BATHROOM. NEW STAIR CASE ON 1ST FL. BEDROOMS/BATHROOMS LOCATED ON 2ND FL. NEW ELECTRICAL, PLUMBING, AND HVAC. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTR	\$50,000.00	\$1,660.00

# Report Of Building Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	Issued	Permit No.	Improvements	Cost Of	Cost Of Permit
CP Property Investments, Inc 1819 S. Scoville Avenue	9/11/2018	Bldg-B 9104-0	GUT AND REHAB PROPERTY, ALL NEW ELECTRIC, HVAC AND PLUMBING TO CODE, FRAMING AND DRYWALL, UPGRADING ELECTRICAL SERVICE, EGRESS WINDOWS WERE NEEDED, R/R SIDING ON GARAGE ONLY, REMODEL KITCHEN AND EXISTING BATHROOMS, ADD SHOWER TO BASEMENT BATHROOM, INSTALL	\$120,000.00	\$765.00
Ewa Stobiecki 3428 S. Clarence Avenue	9/14/2018	Bldg-B 9105-0	ATF BUILDING PERMIT FOR BASEMENT REMODEL ORIGINALLY OPEN UNFINISHED MADE FAMILY ROOM, SEPARATED LAUNDRY AND FURNACE AND INSTALLED BATHROOM, ATF FOR INSTALLING RECESSED LIGHTS IN LIVING ROOM, BASEMENT FAMILY ROOM REQUIRED EGRESS, KITCHEN ELECTRICAL UP TO C	\$1,450.00	\$600.00
Robert & Sally Wyant 1227 S. Scoville Avenue	9/21/2018	Gar-B 9106-0	DEMO AND REBUILD GARAGE 15X20 11.92HEIGHT, NEW CONCRETE ON NORTH SIDE OF GARAGE-MUST LEAVE 4" GAP.	\$17,000.00	\$325.00
Gloria Melendez 3421 S. Harvey Avenue	9/21/2018	Gar-B 9107-0	DEMO AND REBUILD GARAGE 26X18 WITH 11.92 HEIGHT.	\$16,987.00	\$325.00
JOSE GODINEZ & HECTOR CAR 2346 S. Oak Park Avenue	9/21/2018	Bldg-B 9108-0	2ND FLOOR ADDITION TO INCLUDE 3 BEDROOM AND 2 FULL BATHROOMS. 1ST FLOOR REMODEL KITCHEN, 1/2 BATHROOM, LIVING AND DINING ROOM. BASEMENT TO INCLUDE 1 BEDROOM, 1 BATHROOM, RECREATIONAL ROOM, MECHANICAL AND LAUNDRY ROOM. R/R WINDOWS, NEW SHINGLE ROOF, BOILER	\$60,000.00	\$3,705.00
Merriam Homes Inc 6535 W. 16th Street	9/27/2018	Bldg-B 9109-0	NEW CONSTRUCTION OF A SINGLE FAMILY HOME - 200 AMP SERVICE, 1" WATER SERVICE, OVERHEAD SEWER SYSTEM, NEW SEWER SYSTEM - BASEMENT TO INCLUDE: FAMILY ROOM, BATHROOM, BEDROOM, LAUNDRY AND MECHANICAL ROOM -- WINDOWS TO EGRESS CODE, 1ST FLOOR TO INCLUDE: KITCH	\$190,000.00	\$5,910.00
Nathan J. Carreno & Gwendolyn 3809 S. Euclid Avenue	9/26/2018	Bldg-B 9110-0	TURN (2) STORAGE ROOMS IN BMST INTO BEDROOMS ATF: INSTALL BOILERS TO FORCED AIR NEW A/C UNIT. EGRESS SIGNED. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTRICAL METER.	\$4,500.00	\$445.00
Adam Borzecki 3843 S. Wesley Avenue	9/26/2018	Bldg-B 9111-0	INTERIOR REMODEL: ADD BEDROOM AND BATHROOM (1 EXISTING, 1 NEW) NEW ELECTRICAL FIXTURES AND UPDATES, PLUMBING, INTERIOR STRUCTURAL ALTERATIONS, DEMOLITION IN KITCHEN AND (1) WALL 1ST FL. REMODEL BATHROOM, BMST, ATTIC. ADD (1) BEDROOM AND (1) NEW BATHROOM I	\$11,360.00	\$865.00
Tommaso Romano 1910 S. Scoville Avenue	9/27/2018	Gar-B 9112-0	REBUILD A 21'X22,15(H)' GARAGE.	\$4,500.00	\$100.00

# Report Of Building Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	Issued	Permit No.	Improvements	Cost Of
Rebecca & Sandy Arneson 3742 S. Wisconsin Avenue	9/27/2018	Bldg-B 9113-0	NEW FLOORING IN ATTIC AND BASEMENT, ALL NEW ELECTRIC, UPGRADING SERVICE TO 200AMP, ALL NEW DRYWALL IN ATTIC, BASEMENT AND KITCHEN, ALL NEW PLUMBING TO ATTIC NEW BATHROOM, PLUMBING TO CODE THROUGHOUT HOUSE REMODEL =EXISTING KITCHEN AND BATHROOMS, UPGRADE WA	\$2,470.00
<b>Totals . . . . .</b>				<b><u>\$540,797.00</u></b>

23 Building Permits Issued During Period

**Permit Detail**

2018	May	Bldg	49
2018	May	Dump	11
2018	May	Elec	21
2018	May	Fence	41
2018	May	Gar	4
2018	May	HVAC	20
2018	May	Impr	287
2018	May	Mural	1
2018	May	Plum	29
2018	May	POD	4
2018	May	Roof	45
2018	May	Sign	4
2018	May	SmCell	2

518

2018	April	Bldg	39
2018	April	Dump	4
2018	April	Elec	10
2018	April	Fence	32
2018	April	Gar	3
2018	April	HVAC	9
2018	April	Impr	232
2018	April	Plum	29
2018	April	POD	2
2018	April	Roof	40
2018	April	Sign	7

407

2018	March	Bldg	44
2018	March	Dump	9
2018	March	Elec	28
2018	March	Fence	19
2018	March	Gar	3
2018	March	HVAC	11
2018	March	Impr	156
2018	March	Plum	24
2018	March	POD	4
2018	March	Roof	26
2018	March	Sign	4
2018	March	SmCell	4

332

2018	February	Bldg	23
2018	February	Dump	9
2018	February	Elec	13
2018	February	Fence	1
2018	February	Gar	2
2018	February	HVAC	4
2018	February	Impr	87
2018	February	Plum	12
2018	February	POD	2
2018	February	Roof	11
2018	February	Sign	2

166

2018	January	Bldg	43
2018	January	Dump	8
2018	January	Elec	20
2018	January	Fence	1
2018	January	HVAC	16
2018	January	Impr	70
2018	January	Plum	22
2018	January	POD	4
2018	January	Roof	12
2018	January	Sign	4

200

2017	December	Bldg	47
2017	December	Dump	2
2017	December	Elec	16
2017	December	Fence	10
2017	December	Gar	2
2017	December	HVAC	10
2017	December	Impr	111
2017	December	Plum	16
2017	December	POD	4
2017	December	Roof	18
2017	December	Sign	5

241

2017	November	Bldg	33
2017	November	Dump	19
2017	November	Elec	19
2017	November	Fence	8
2017	November	Gar	1
2017	November	HVAC	8
2017	November	Impr	168
2017	November	Plum	26
2017	November	POD	2
2017	November	Roof	63
2017	November	Sign	3
2017	November	SmCell	6

356

2017	October	Bldg	36
2017	October	Dump	10
2017	October	Elec	27
2017	October	Fence	24
2017	October	Gar	4
2017	October	HVAC	13
2017	October	Impr	239
2017	October	Plum	32
2017	October	POD	1
2017	October	Roof	54
2017	October	Sign	7

447

2017	September	Bldg	35
2017	September	Dump	11
2017	September	Elec	14
2017	September	Fence	26
2017	September	Gar	5
2017	September	HVAC	5
2017	September	Impr	228
2017	September	Plum	19
2017	September	POD	2
2017	September	Roof	55
2017	September	Sign	6

406

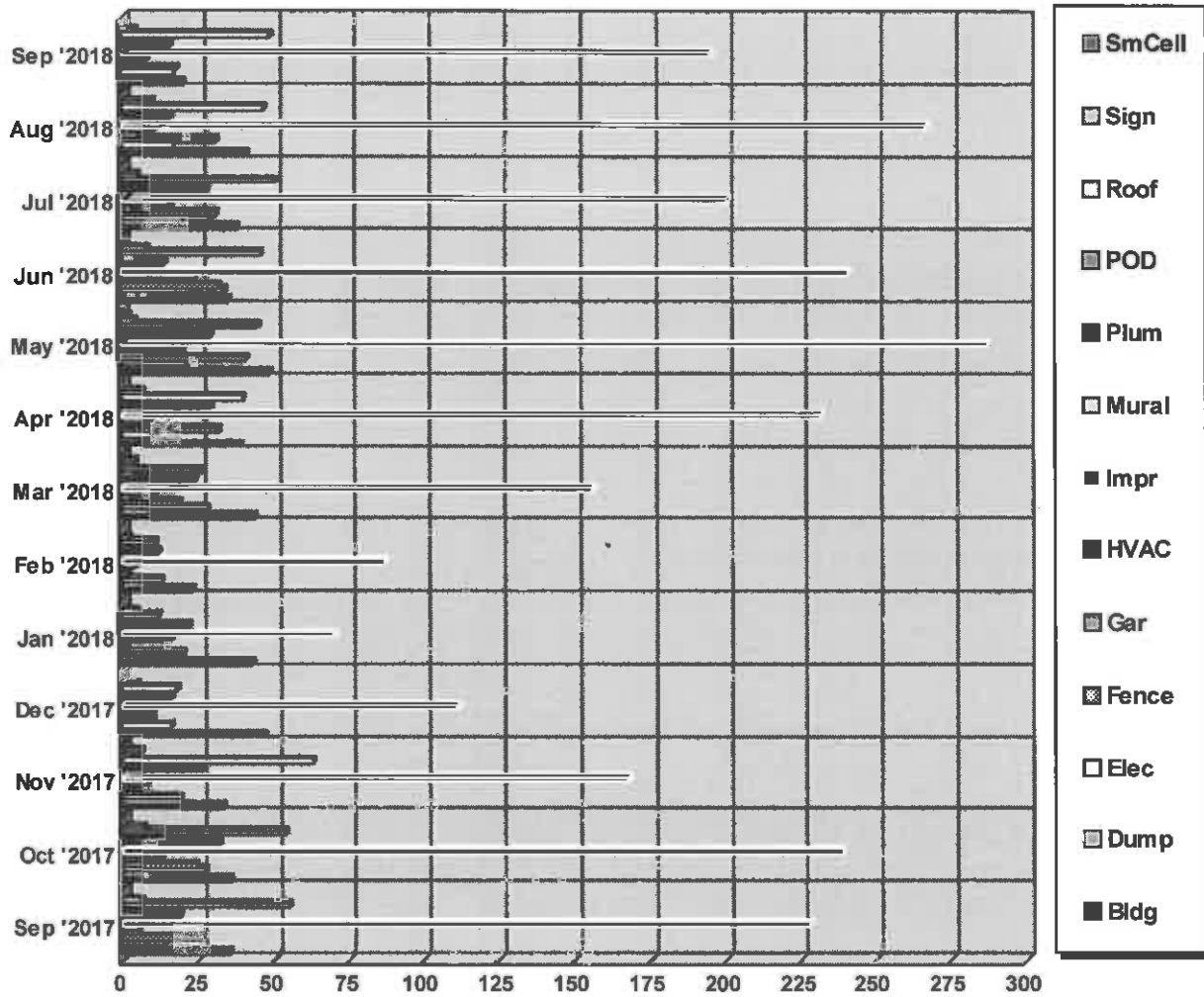
*Permit Detail*

**Total Permits Issued      4755**

# Permits Issued

Monday, October 1, 2018 11:05 AM

For Period Beginning 9/1/2017 And Ending 9/30/2018



### Permit Detail

2018	September	Bldg	20		2018	July	Bldg	38	
2018	September	Dump	6		2018	July	Dump	23	
2018	September	Elec	17		2018	July	Elec	29	
2018	September	Fence	18		2018	July	Fence	31	
2018	September	Gar	3		2018	July	Gar	3	
2018	September	HVAC	8		2018	July	HVAC	16	
2018	September	Impr	195		2018	July	Impr	201	
2018	September	Mural	2		2018	July	Mural	2	
2018	September	Plum	16		2018	July	Plum	28	
2018	September	Roof	48		2018	July	POD	1	
2018	September	Sign	4		2018	July	Roof	51	
				338	2018	July	Sign	5	
2018	August	Bldg	41						428
2018	August	Dump	13		2018	June	Bldg	35	
2018	August	Elec	17		2018	June	Dump	11	
2018	August	Fence	31		2018	June	Elec	34	
2018	August	Gar	5		2018	June	Fence	32	
2018	August	HVAC	10		2018	June	Gar	5	
2018	August	Impr	267		2018	June	HVAC	24	
2018	August	Plum	16		2018	June	Impr	241	
2018	August	POD	3		2018	June	Plum	14	
2018	August	Roof	47		2018	June	POD	5	
2018	August	Sign	10		2018	June	Roof	48	
				460	2018	June	Sign	8	
					2018	June	SmCell	1	

# Permits Issued By The Building Department

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

<u>Building</u>	Permits Issued: 20	Cost of Improvements: \$502,310.00
<u>Dumpster</u>	Permits Issued: 6	Cost of Improvements: \$650.00
<u>Electrical</u>	Permits Issued: 17	Cost of Improvements: \$27,671.00
<u>Fence</u>	Permits Issued: 18	Cost of Improvements: \$35,343.00
<u>Garage</u>	Permits Issued: 3	Cost of Improvements: \$38,487.00
<u>HVAC</u>	Permits Issued: 8	Cost of Improvements: \$107,156.00
<u>Local Improvement</u>	Permits Issued: 195	Cost of Improvements: \$807,504.21
<u>Mural Painting</u>	Permits Issued: 2	Cost of Improvements: \$0.00
<u>Plumbing</u>	Permits Issued: 16	Cost of Improvements: \$37,869.41
<u>Roofing</u>	Permits Issued: 49	Cost of Improvements: \$442,883.20
<u>Sign</u>	Permits Issued: 4	Cost of Improvements: \$13,650.00
	<b>Total Permits: <u>338</u></b>	<b>Total Improvements: <u>\$2,013,523.82</u></b>

## Fees Collected

Backfill Inspection	\$195.00
Building Permit Fee	\$6,070.00
Building Final	\$4,400.00



# Permits Issued By The Building Department

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Chimney Liner Rough	\$100.00
Chimney Liner Final	\$100.00
Gutter/Downspout Final Inspection	\$200.00
Masonry Final Inspection	\$375.00
Local Improvement Permit Fee	\$14,340.00
Electrical Rough	\$2,100.00
Electrical Permit Fees	\$750.00
Preliminary Electric	\$300.00
Electrical Underground	\$150.00
Electrical Service	\$350.00
Electrical Final	\$3,450.00
Sign Permit Fees	\$490.00
Footing Inspection	\$270.00
Framing Rough	\$1,350.00
Fence Permit Fee	\$545.00
Foundation Inspection	\$130.00
Plumbing Rough	\$1,450.00
Plumbing Permit Fees	\$640.00
Plumbing Final	\$1,800.00
Preliminary Plumbing	\$200.00
Plumbing Inspection Underground	\$1,000.00
Plumbing Underground-Tap	\$300.00
Plumbing Underground-Service	\$350.00
Plumbing Underground-Divorce	\$350.00
Plumbing Underground-PVC Installation	\$150.00
Plumbing Underground-Bedding Inspection	\$150.00
Plumbing Underground-Head Test	\$150.00
Chlorology Inspection	\$50.00
Post Hole/Pier Inspection	\$1,470.00
RPZ Test/DDCA Valve	\$100.00
HVAC Permit Fees	\$450.00
HVAC Rough	\$920.00
HVAC Final	\$1,245.00
Insulation/Fire Stopping Inspection	\$760.00
Water Meter Fee	\$1,300.00
Tap Fee	\$2,500.00
Demo Final Inspection	\$100.00
Dumpster/POD	\$900.00
Parkway Use	\$300.00
Parkway Inspection	\$350.00

# Permits Issued By The Building Department

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Pre-Pour Inspection	\$2,255.00
Slab Pre-Pour	\$130.00
Stack Test	\$700.00
Sidewalk Opening	\$75.00
Pre-Pour Strt/Sdwk/Alley	\$300.00
Street Opening	\$450.00
Roof Covering Permit Fees	\$4,210.00
Roof Final Inspection	\$3,650.00
Siding Final Inspection	\$200.00
Garage Permit Fee	\$200.00
Gas Pressure Test	\$150.00
Water Pressure Test	\$150.00
Preliminary Fire Department	\$50.00
Rough Fire Department	\$250.00
Final Fire Department	\$300.00
Restoration Inspection	\$550.00
<b>Total Fees Collected . . . . .</b>	<b>\$66,270.00</b>

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
1 Elias Lopez Vazquez 2640 S. Lombard Avenue	16-29-303-037-000	R	9/4/2018 Bldg-B	9093-1	\$0.00	\$50.00
2 ECG Industries LLC 1427 S. Grove Avenue	16-19-123-011-000	R	9/4/2018 Elec-L	77897-1	\$0.00	\$200.00
3 Timothy & Bernice Juetner 1821 S. Grove Avenue	16-19-315-009-000	R	9/4/2018 Plum-L	79441-1	\$0.00	\$50.00
4 Deron Bisbikis & David McDani 2833 S. Maple Avenue	16-30-309-019-000	R	9/4/2018 Impr-L	80417-0	\$1,479.00	\$90.00
5 Fred Bach 2125 S. Clarence Avenue	16-19-427-010-000	R	9/4/2018 Impr-L	80418-0	\$979.00	\$40.00
6 Andrew Deason & Alea Perez 2438 S. Ridgeland Avenue	16-30-223-033-000	R	9/4/2018 Impr-L	80419-0	\$2,163.00	\$105.00
7 Odilia & Manuel Reyes 3836 S. Kenilworth Avenue	16-31-329-029-000	R	9/4/2018 Impr-L	80420-0	\$200.00	\$40.00
8 Anton Mackowiak 2707 S. Wesley Avenue	16-30-408-004-000	R	9/4/2018 Impr-L	80421-0	\$1,750.00	\$90.00
9 Ewa Stobiecki 3428 S. Clarence Avenue	16-31-232-022-000	R	9/4/2018 Impr-L	80422-0	\$0.00	\$100.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Enrique Vega 2332 S. Euclid Avenue	16-30-208-029-000	R	9/4/2018 Impr-L	80423-0	\$5,500.00	\$400.00
UPGRADE ELECTRICAL METER SERVICE, ADD OUTLETS IN BASEMENT AND ADD EXIT SIGNS, ALL ELECTRIC MUST BE BROUGHT TO CODE TO INCLUDE-CLOSE OPEN BULB FIXTURES, TWO PRONG OUTLETS, MISSING GFCI OUTLETS, UNPROTECTED BATHROOM VANITY OUTLETS, DECONVERT LAUNDRY FACILIT						
Lumberto K Ornelas Gutierrez 3601 S. Clarence Avenue	16-31-410-092-000	R	9/4/2018 Impr-L	80424-0	\$0.00	\$40.00
INTERIOR DEMO FOR KITCHEN ONLY, INCLUDING (2) NON-LOAD BEARING WALLS ON 1ST FL.						
Jorge De La Cruz & Elizabeth 3513 S. Ridgeland Avenue	16-32-300-005-000	R	9/4/2018 Impr-L	80425-0	\$5,500.00	\$150.00
r/r existing side walk from front of home towards rear. Rr existing front steps/approach.						
Concordia/Cermak Plaza Asso 7111 W. Cermak Road	99-99-999-000-003	C	9/4/2018 Impr-L	80427-0	\$3,292.00	\$100.00
INSTALLATION OF ANSUL FIRE SYSTEM.						
Alara Rendon 3631 S. Gunderson Avenue	16-31-413-012-000	R	9/4/2018 Impr-L	80428-0	\$5,100.00	\$150.00
R/R CONCRETE SIDEWALK FRONT CITYWALK TO ALLEY, INSTALL NEW CONCRETE AT THE SOUTH SIDE OF PROPERTY NEXT TO GARAGE, INSTALL 5' WOOD FENCE AT ALLEY AND CLOSE OFF ON SOUTH SIDE TO MEET NEIGHBORS FENCE. NEIGHBOR PERMISSION ON FILE. JULIE DIG X2471594						
Anthony & Loretta Diaz 1331 S. Wenonah Avenue	16-19-111-015-000	R	9/4/2018 Impr-L	80429-0	\$22,878.00	\$480.00
REMOVE/REPLACE EXTERIOR SIDING. HOUSE WRAP INSPECTION MUST TAKE PLACE PRIOR TO INSTALLING SIDING. T/O AND REROOF SHIBGLES ON HOUSE TO CODE. CALL FOR ROOF FINA INSPECTION WHEN ALL WORK DONE.						
Danny & Iona Jankovic 2636 S. Clinton Avenue	16-30-303-037-000	R	9/4/2018 Roof-L	80430-0	\$72,531.00	\$170.00
TEAOR AND RE-ROOF SHINGLES ON HOUSE TO CODE. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.						
Maria Guadalupe Rodriguez & 3803 S. East Avenue	16-31-423-064-000	R	9/4/2018 Roof-L	80431-0	\$5,420.00	\$140.00
TEAR OFF AND RESHINGLE THE HOUSE - NO POWER VENTS ICE AND WATER SHIELD TO CODE						
Stephen H. & Henryka Jablons 3125 S. Wenonah Avenue	16-31-103-008-000	R	9/4/2018 Roof-L	80432-0	\$4,895.00	\$125.00
REMOVE AND REPLACE ROOF TO CODE. CALL FOR FINAL INSPECTION WHEN WORK COMPLETE.						

CITY COUNCIL (FULL PACKET) OCTOBER 9, 2018 PAGE 156

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Kurt Sander 3511 S. Oak Park Avenue	16-31-230-004-000	R	9/4/2018 Impr-L	80433-0	\$2,960.00	\$55.00
19 Adriana Sandoval 2735 S. Ridgeland Avenue	16-29-308-013-000	R	9/4/2018 Impr-L	80434-0	\$700.00	\$190.00
20 De Wise Holding, LLC 2726 S. East Avenue	16-30-409-031-000	R	9/5/2018 Bldg-B	8942-1	\$0.00	\$65.00
21 Gerardo Hermasillo 1538 S. Cuyler Avenue	16-20-123-036-000	R	9/5/2018 Impr-L	74194-1	\$0.00	\$50.00
22 Audrey A. Talsma 2629 S. Kenilworth Avenue	16-30-305-017-000	R	9/5/2018 Impr-L	79883-1	\$0.00	\$50.00
23 Nancy A Pudil 2241 S. Elmwood Avenue	16-30-207-020-000	R	9/5/2018 Dump-L	80397-1	\$0.00	\$50.00
24 Bertha Rodriguez 3514 S. Scoville Avenue	16-31-404-022-000	R	9/5/2018 Impr-L	80435-0	\$5,300.00	\$150.00
25 Luris A. Camilo 6433 W. 28th Place	16-30-413-048-000	R	9/5/2018 Impr-L	80436-0	\$5,517.00	\$150.00
26 Margaret L. Fadzé 2501 S. East Avenue	16-30-228-001-000	R	9/5/2018 Impr-L	80437-0	\$9,798.00	\$360.00
27 Jonathan Vasquez 3616 S. Wesley Avenue	16-31-401-047-000	R	9/5/2018 Impr-L	80438-0	\$2,500.00	\$105.00
28 Keith W. Bielarz & Beth Bielarz 1914 S. Wenonah Avenue	16-19-318-021-000	R	9/5/2018 Impr-L	80439-0	\$4,450.00	\$90.00
29 R & J Folkens 1328 S. Highland Avenue	16-20-108-026-000	R	9/5/2018 Impr-L	80440-0	\$0.00	\$55.00
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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Alfred Linates 1901 S. Elmwood Avenue	16-19-423-001-000	C	9/5/2018 Impr-L	80441-0	\$7,000.00	\$40.00
INTERIOR PAINTING OF FRONT AND REAR STAIR CASE CEILING AND WALLS. FOYER WALLS AND CEILING, BASEMENT WALLS AND CEILING AND CONCRETE FLOOR. -- PAINTING 3 EXTERIOR GATES ----- NO PAINTING OF EXTERIOR BRICK IS ALLOWED						
Mpemi Flores 2209 S. Highland Avenue C	99-99-999-000-038	C	9/5/2018 Plum-L	80442-0	\$0.00	\$50.00
PRELIMINARY PLUMBING INSPECTION TO DETERMINE WHAT PLUMBING WORK WILL NEED TO BE DONE TO COVERT SPACE TO A HERBALIFE.						
Triffany Griffin 1628 S. Wisconsin Avenue	16-19-301-029-000	R	9/5/2018 HVAC-L	80443-0	\$7,500.00	\$140.00
R/R A/C UNIT TO CODE. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTRICAL METER.						
Stewart Jepsen 2120 S. Harvey Avenue	16-20-331-019-000	R	9/5/2018 Impr-L	80444-0	\$1,045.00	\$140.00
FIX TOP OF CRACKED FLUE AND INSTALL NEW CHIMNEY LINER IN OTHER CHIMNEY.						
Johann Krolicki 6548 W. Fairfield Avenue	16-31-219-001-000	R	9/5/2018 Impr-L	80445-0	\$1,295.00	\$40.00
SPOT TUCKPOINT AREAS ON HOME, REMOVE 4-6 BRICKS ON LOWER CORNER OF GARAGE.						
Jean Mitchanis 3648 S. Euclid Avenue	16-31-400-049-000	R	9/5/2018 Impr-L	80446-0	\$2,595.00	\$155.00
TEAR DOWN AND REBUILD THE CHIMNEY AND INSTALL NEW LINER.						
Julie Jurish 1509 s. Euclid Avenue	16-19-225-004-000	R	9/5/2018 Impr-L	80447-0	\$1,595.00	\$40.00
TEAR DOWN CINDER BLOCK CHIMNEY AND REBUILD WITH BRICK AND INSTALL NEW CEMENT CAP. TEAR DOWN NON WORKING CHIMNEY AND CAP OFF.						
Laddie Vetrovic 2713 S. Ridgeland Avenue	16-29-308-006-271		9/5/2018 Impr-L	80448-0	\$2,500.00	\$255.00
INSTALL A FIRE ALARM SYSTEM TO CODE.						
Lucia Montano & Cynthia Stefa 1304 S. Kenilworth Avenue	16-19-113-022-000	R	9/5/2018 Fence-L	80449-0	\$1,500.00	\$135.00
INSTALL 6FT WOOD FENCE AT ALLEY - INSTALL 4FT WOOD FENCE AT FRONT OF HOUSE - INSTALL 4FT WOOD FENCE ACROSS PROPERTY -- JULIE X2481283						
Juan Ramirez 1324 S. Clarence Avenue	16-19-210-033-000	R	9/5/2018 HVAC-L	80450-0	\$5,240.00	\$115.00
R/R FURNACE TO CODE.						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address P.I.N. #

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Cecilia Morales & Martin Bote 1243 S. Cuyler Avenue	16-20-101-038-000	R	9/5/2018 Impr-L	80451-0	\$23,850.66	\$1,070.00
DUPLEX UNIT-UNIT 1 COMBINING FLOORS TO INCLUDE INTERIOR REMODELING AND ADDITION OF A STAIRCASE, INSTALL EGRESS WINDOWS, REMODEL KITCHEN, REMODEL BATHROOM, FRAME BASEMENT AND DRYWALL BASEMENT, INSTALL CAN LIGHTS, BATHROOM ELECTRICAL TO CODE, KITCHEN ELECTR						
Vimarie Rodriguez 3508 S. Euclid Avenue	16-31-230-019-000	R	9/5/2018 Roof-L	80452-0	\$8,000.00	\$170.00
T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION. NO POWER VENTS ICE AND WATER SHIELD TO CODE						
Michael Moreno 3723 S. East Avenue	16-31-418-091-000	R	9/5/2018 impr-L	80453-0	\$4,000.00	\$220.00
REMOVE THE FENCE ON THE NORTH SIDE OF THE PROPERTY AND INSTALL A 4FT + 1FT OPEN LATTICE IRON WITH WOOD FENCE - NO SHARP POINTS. R/R THE BACK PATIO, SIDEWALK FROM THE BACK GATE ON THE SOUTH SIDE OF THE PROPERTY TO THE ALLEY AND THE GARAGE SERVICE WALK(ALL)						
Alison Aukes & Nicholas Torge 1642 S. Highland Avenue	16-20-301-036-000	R	9/5/2018 Elec-L	80454-0	\$725.00	\$125.00
REPLACE METER SOCKET, INSTALL GROUND ROD, INSTALL SIMPLEX IN GARAGE, CHECK GARAGE EXISTING GFI'S FOR CORRECT WIRING						
Okoko Marina West LLC 7001 W. Ogden Avenue	16-31-311-024-000	C/R	9/6/2018 Bldg-B	9076-1	\$0.00	\$50.00
electrical rough reinspection - REMODEL AND BUILD OUT FOR DENTAL OFFICE - RELOCATE EXISTING BATHROOM AND EXPAND FRONT DENTAL OFFICE INTO REAR APT. - IN THE RESIDENTIAL SPACE - RELOCATE BATHROOM, TURN BEDROOM INTO OPERATORY ROOM, CONVERT KITCHEN INTO LUNC						
Trinity Community Church 7022 W. Riverside Drive	99-99-999-000-020	C	9/6/2018 Impr-L	80096-1	\$1,000.00	\$150.00
R/R BOILER, REUSING EXISTING CHIMNEY LINER - INSTALLING RPZ VALVE AND ELECTRICAL RUN FOR SHUT OFF.						
Matthew G. Thorsen 1436 S. Scoville Avenue	16-19-220-035-000	R	9/6/2018 Elec-L	80455-0	\$1,325.00	\$125.00
REPLACE MAIN ELECTRICAL SOCKET, GROUND INSIDE, GROUND OUTSIDE.						
Damian Gutierrez 1847 S. Scoville Avenue	16-19-413-016-000	R	9/6/2018 Roof-L	80456-0	\$4,700.00	\$125.00
T/O AND RESHINGLE HOUSE ROOF. NO POWER VENTS ICE AND WATER SHIELD TO CODE. CALL FOR FINAL INSPECTION.						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Jason Ratliff 1228 S. Wesley Avenue	16-19-201-033-000	R	9/6/2018 Impr-L	80457-0	\$8,000.00	\$205.00
T/O AND RESHINGLE HOUSE ROOF, INSTALL SIDING ON DORMERS, R/R GUTTERS AND DOWNSPOUTS ON HOUSE, INTERIOR PAINTING OF DINING ROOM, MASTER BEDROOM AND 2ND FLOOR HALLWAY. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY. NO POWER VENTS ICE AND WATER SHIELD TO						
Lonnie Resto 3735 S. Ridgeland Avenue	16-32-316-036-000	R	9/6/2018 Impr-L	80458-0	\$50.00	\$100.00
COMPLIANCE VIOLATION - ANY OPEN BULB LIGHT IN CLOSET, PANTRY AND STORAGE AREAS TO BE FULLY ENCLOSED BULB FIXTURES --- PREVIOUS OWNER DID THESE VIOLATIONS - ELECTRICAL VIOLATION IN SECOND LEVEL CLOSET, ROMEX, EXTENSION CORD TO BE BROUGHT TO CODE - FLEX PI						
Andre & Vilma Martinez 6514 W. Sinclair Avenue	16-31-227-012-000	R	9/6/2018 Impr-L	80459-0	\$250.00	\$40.00
R/R SIDING AT FRONT OF GARAGE						
Mario and Joseph Gaudio 2224 S. East Avenue	16-30-203-024-000	R	9/6/2018 Plum-L	80460-0	\$1,327.00	\$85.00
R/R HOT WATER HEATER						
Deborah A. Harper 6532 W. 27th Place	16-30-411-007-000	R	9/6/2018 Fence-L	80461-0	\$2,560.00	\$135.00
REMOVE THE FENCE THAT RUNS ALONG THE WEST OF THE PROPERTY FROM THE HOUSE TO THE GARAGE AND INSTALL A NEW 5FT WOOD FENCE. HAS PERMISSION FROM 6534 W 27TH PLACE.						
Maquain & Silvia Ochoa 1927 S. Highland Avenue	16-20-323-011-000	R	9/6/2018 Impr-L	80462-0	\$720.00	\$90.00
R/R FRONT STEPS -- REINSTALL THE EXISTING HANDRAIL.						
Juan & Margarita Estrada 7111 W. Riverside Drive	16-30-113-017-000	R	9/7/2018 Impr-L	80463-0	\$2,000.00	\$90.00
R/R CONCRETE DRIVEWAY FROM REAR OF HOUSE TO ALLEY-ALL EXISTING						
STRATA INVESTMENTS LLC 2532 S. Kenilworth Avenue	16-30-115-026-000	R	9/7/2018 Impr-L	80464-0	\$9,650.00	\$410.00
ANY OPEN LIGHT IN CLOSETS, STORAGE ROOMS, STAIRWELLS AND BASEMENT MUST BE FULLY ENCLOSED, INSTALL EGRESS WHERE NEEDED IN BEDROOM AND BASEMENT, KITCHEN EXHAUST HOOD MUST BE BROUGHT TO CODE, DECONVERT ED 2ND FLOOR BATHROOM ON PREVIOUS PULLED PERMIT, FURNACE						



# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Census Class Permit Issued Permit # Improvements Cost Of

Name and Address P.I.N. #

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Permit
Valdemar Guajardo 3647 S. Ridgeland Avenue	16-32-308-017-000	R	9/7/2018 Roof-L	80465-0	T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION. NO POWER VENTS ICE AND WATER SHIELD TO CODE	\$4,000.00	\$125.00
Storehouse Group LLC 3610 S. Ridgeland Avenue	16-31-414-024-000	R	9/7/2018 Impr-L	80466-0	INTERIOR DEMO OF KITCHEN AND BATHROOM - TO THE STUDS - NO STRUCTURAL DEMO - REMOVAL OF UNWANTED DEBRIS. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC.	\$1,500.00	\$90.00
Doss 1227 S. Gunderson Avenue	16-19-206-016-000	R	9/7/2018 Plum-L	80467-0	EMERGENCY CUT OUT SECTION AND INSTALL NEW CUT ACCESS ON PRIVATE PROPERTY, CLEAN OUT SEWER LINE AND FLUSH. CALL FOR INSPECTION. JULIE DIG # X2491165	\$8,378.00	\$195.00
Loyola University Health Syste 3249 S. Oak Park Avenue	16-31-215-016-000	C	9/7/2018 Impr-L	80468-0	apply 40lf of exterior subsoil membrane to the west foundation wall. Advised to call julie	\$4,779.00	\$85.00
Joshua & Laurel Fizer 2329 S. Scoville Avenue	16-30-213-010-000	R	9/7/2018 Impr-L	80469-0	DUMPTER AND INTERIOR DEMO OF PLASTER & DRYWALL, CABINETS AND FLOORING IN BUILDING. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC.	\$200.00	\$90.00
Mina Duenas & Hugo A. Abarca 3402 S. Harvey Avenue	16-32-132-025-000	R	9/7/2018 Impr-L	80470-0	REMOVE/REPLACE FENCE THROUGHOUT HOME, AT 34TH STREET REAR (ALLEY), IN BETWEEN HOMES (NEIGHBOR PERMISSION OBTAINED ) 15 FT SET BACK. 5" WOOD W/1FT LATTICE. INSTALL NEW CONCRETE AT ALLEY FOR APRON AND SOUTH SIDE OF GARAGE AND EXTEND PATIO- MUST LEAVE A 3-4	\$1,000.00	\$215.00
North Shore Holdings, Ltd 3836 S. Lombard Avenue	16-32-327-041-000	R	9/10/2018 Bldg-B	9102-0	KITCHEN AND BATHROOM REMODEL, REPLACE ALL OUTLETS AND SWITCHES, REPLACE GFCI, INSTALL NEW LIGHT FIXTURES, HARD WIRE SMOKES AND CARBONS, R/R HOT WATER HEATER, R/R FURNACE AND A/C UNITS INSTALL EGRESS WHERE NEEDED, ATF FOR FULL BASEMENT REMODEL WITH NEW 3/4	\$28,000.00	\$1,000.00
Oscar & Maria Martinez 6714 W. Riverside Drive	16-30-201-007-000	R	9/10/2018 Plum-L	78859-2	CHLOROLOY INSPECTION	\$0.00	\$50.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address P.I.N. # Census Class Permit Issued Permit # Improvements Cost Of Cost Of Permit

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of Permit
Francisco & Martha Resendiz 3739 S. Clinton Avenue	16-31-321-013-000	R	9/10/2018 Impr-L	79774-2	electrical final and electrical service reinspection -- REMOVE CLOTH WIRING BX AND ROMEX, INSTALL GFCI IN BATHROOM, UPGRADE METER SOCKET AND PANEL. STAIRWAYS TO SECOND LEVEL AND BSMT HANDRAILS. 3/4 BATHROOM DECONVERTED. INSTALL CARBON MONOXIDE ALARMS W/T	\$0.00	\$50.00
Chicago Title Land Trust Comp 2411 S. Kenilworth Avenue	16-30-111-013-000	R	9/10/2018 Dump-L	80341-1	DUMPSTER ON THE STREET TO REMOVE ROOFING DEBRIS. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC.	\$0.00	\$50.00
Barbara Kasper 1533 S. Elmwood Avenue	16-19-231-014-000	R	9/10/2018 Impr-L	80363-1	PLUMBING FINAL REINSPECTION FEE ONLY.	\$0.00	\$50.00
Shalas D. Wilks 2237 S. East Avenue	16-30-204-021-000	R	9/10/2018 Impr-L	80471-0	REPLACING (6) GLASS BLOCKS IN BMST. UNFINISHED BMST, OPEN W/T DRYWALL	\$2,847.00	\$55.00
Eric Rasmussen & Melissa Ras 1920 S. Kenilworth Avenue	16-19-321-023-000	R	9/10/2018 Elec-L	80472-0	PIPE AND WIRE NEW SERVICE RISER FROM 1-1/4 TO 2". INSTALL NEW 3/0 CABLE TO NEW RISER. PULL NEW WIRE FROM METER TO EXISTING PANELS. PIPE AND WIRE FROM WATER METER PANELS AND GROUND TO CODE.	\$2,800.00	\$155.00
Eugene Kwok 1934 S. Kenilworth Avenue	16-19-321-028-000	R	9/10/2018 Elec-L	80473-0	REPLACE EXISTING METER BASE, INSTALL (4) EMERGENCY LIGHTS IN STAIRWAY AND FIX SOME LIGHT FIXTURE.	\$6,960.00	\$175.00
Cavin Huigens & Anne Marie C 6431 W. 32nd Street	16-31-210-019-000	R	9/10/2018 Impr-L	80474-0	SPOT TUCKPOINTING AS NEEDED. CALL FOR FINAL INSEPTION.	\$3,200.00	\$145.00
Ronald and Martha Santoyo 6537 W. 28th Street	16-30-411-076-000	R	9/10/2018 Plum-L	80475-0	CI STACK REPAIR.	\$3,900.00	\$120.00
Joseph Clepley 6844 W. Cermak Road	16-19-330-025-000	C	9/10/2018 Impr-L	80476-0	SPOT TUCKPOINT AND TUCK THE NORTH EAST (REAR) COMMON BRICK WALLS AND THE SOUTH FACE BRICK WALL. EAST WALL GRIND AND TUCK POINT THE TOP OF THE EAST REAR WALL 100%. INSTALL NEW CONCRETE CAP W/ 2' DRIP EDGE.	\$1,685.00	\$115.00
Joel Oswald and Lorena Jimen 2502 s. Harvey Avenue	16-29-126-016-000	R	9/10/2018 Roof-L	80477-0	PARTIAL T/O FROM REAR SOUTH EAST CORNER NEXT TO SCUPPER.	\$1,400.00	\$125.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address P.I.N. # Census Class Permit Issued Permit # Improvements Cost Of Permit Cost Of

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Permit Cost Of
Nancy Rich 6847 W. Riverside Drive	16-30-107-016-000	R	9/10/2018 Impr-L	80478-0	REPLACE GUTTERS ON HOUSE AND GARAGE DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.	\$3,520.00	\$120.00
<u>75</u> Algirdas Suvazdis 1643 S. Harvey Avenue	16-20-303-018-000	R	9/10/2018 Impr-L	80479-0	GUTTER INSTALL AND SHINGLES T/O ON HOUSE. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.	\$12,750.00	\$280.00
<u>76</u> David Vasil 6522 W. 33rd Street	16-31-225-009-000	R	9/10/2018 Roof-L	80480-0	T/O ND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION.	\$6,248.00	\$155.00
<u>77</u> Mr. Jandris 3235 S. Cuyler Avenue	16-32-112-016-000	R	9/10/2018 Fence-L	80481-0	R/R FENCE ON SOUTH SIDE OF PROPERTY REPLACE WITH WOOD 5'+1' OPEN LATTICE. NEIGHBOR PERMISSION ON FILE. INSTALL FENCE AT ALLEY EVEN WITH GARAGE WOOD 5'+1' OPEN LATTICE. JULIE DIG A2532240	\$3,500.00	\$135.00
<u>78</u> Yolanda Morgan Trust 1814 S. Gunderson Avenue	16-19-413-022-000	R	9/10/2018 Fence-L	80482-0	INSTALL ALLEY FENCE/GATE ON SOUTH SIDE TO CONNECT FROM GARAGE TO NEIGHBOR GARAGE. INSTALL FRONT GATES ON SOUTH SIDE PITCHED ON NEIGHBOR'S PROPERTY. NEIGHBOR PERMISSION OBTAINED. JULIE DIG NUM X2532332	\$2,540.00	\$120.00
<u>79</u> G. Alonzo & G. Alonzo 3645 S. Gunderson Avenue	16-31-413-019-000	R	9/10/2018 Impr-L	80483-0	TUCKPOINT 2'X5' SECTION BY STAIRS. WILL ALSO TUCKPOINT AT BOTH SIDES OF BRICK GARAGE.	\$150.00	\$40.00
<u>80</u> Brandon Globke 3030 S. Euclid Avenue	16-30-415-026-000	R	9/10/2018 Impr-L	80484-0	R/R GARAGE OVERHEAD DOOR	\$1,040.00	\$40.00
<u>81</u> C.C.M. Martinez 1901 S. Highland Avenue	16-20-323-001-000	R	9/10/2018 Impr-L	80485-0	GARAGE FLOOR REPLACEMENT CONSULTATION WITH RD PER CDL. THE FOLLOWING IS THE METHOD IN WHICH H/O STATED THEY WOULD PERFORM THE WORK: 1) BREAK UP AND REMOVE OLD CEMENT. 2) DIG DOWN 8 1/2 ". 3) ADD 4" OF STONE BASE COVERED BY PLASTIC. 4) ADD WIRE MESH 5) POUR	\$0.00	\$0.00
<u>82</u> Felipe Cisneros & Blanca Brav 3147 S. Cuyler Avenue	16-32-107-022-000	R	9/10/2018 Impr-L	80486-0	REPLACE (6) WINDOWS IN 1ST FL. BEDROOMS. EGRESS SIGNED.	\$2,400.00	\$105.00
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Jose Alfredo Moran & Maria Re 1405 S. Gunderson Avenue	16-19-222-003-000	R	9/10/2018 Impr-L	80487-0	\$3,800.00	\$120.00
R/R CONCRETE FRONT STEPS AND FRONT WING WALLS, R/R LIME STONES ON WING WALLS. 9/12/18 ADDED BY OWNER T/O AND RESHINGLE GARAGE ROOF AND R/R SIDING BACK OF HOUSE SECTION						
Pedro Vasquez 2940 S. Oak Park Avenue	16-30-319-031-000	R	9/10/2018 Impr-L	80488-0	\$1,000.00	\$90.00
INSTALL EGRESS WINDOW IN BEDROOM BMST. CONTROLLABLE HEAT SOURCE MUST BE INSTALLED.						
Conrado Carrillo 3526 S. Elmwood Avenue	16-31-408-027-000	R	9/11/2018 Bldg-B	9103-0	\$50,000.00	\$1,560.00
SECOND FLOOR ADDITION TO RESIDENTIAL HOME. (3) BEDROOMS AND BATHROOM. NEW STAIR CASE ON 1ST FL. BEDROOMS/BATHROOMS LOCATED ON 2ND FL. NEW ELECTRICAL, PLUMBING, AND HVAC. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTR						
CP Property Investments, Inc 1819 S. Scoville Avenue	16-19-413-007-000	R	9/11/2018 Bldg-B	9104-0	\$120,000.00	\$915.00
GUT AND REHAB PROPERTY. ALL NEW ELECTRIC, HVAC AND PLUMBING TO CODE, FRAMING AND DRYWALL. UPGRADING ELECTRICAL SERVICE, EGRESS WINDOWS WERE NEEDED, R/R SIDING ON GARAGE ONLY. REMODEL KITCHEN AND EXISTING BATHROOMS, ADD SHOWER TO BASEMENT BATHROOM, INSTALL						
Oscar Sanchez 6213 W. Roosevelt Road	16-20-103-004-000	R	9/11/2018 Plum-L	74748-1	\$0.00	\$150.00
plumbing rough reinspection for BRING ALL OF THE FOLLOWING TO CODE INCLUDING FRAMING, ELECTRICAL, PLUMBING, INSULATION/FIRE STOPPING, DRYWALL, HVAC, INTERIOR AND EXTERIOR STAIRWAYS MUST BE REHABBED TO CODE. R/R SMOKE AND CO2 DETECTORS TO CODE. R/R WINDOWS AS						
Jesse Heatley 6606 W. 34th Street	16-31-233-006-000	R	9/11/2018 Dump-L	80489-0	\$0.00	\$50.00
DUMPSTER TO REMOVE ALL DEBRIS AT HOME						
Kathleen Hennelly 3523 S. Highland Avenue	16-32-302-009-000	R	9/11/2018 Impr-L	80490-0	\$5,897.00	\$150.00
R/R 3 WINDOWS FRONT, BEDROOMS AND BATH, ALSO REPLACE 2 STORM DOORS. CALL FOR INSPECTION						

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Helen Kozak & Jane M. Randal 2230 S. Kenilworth Avenue	16-30-102-032-000	R	9/11/2018 Impr-L	80491-0	\$6,059.00	\$165.00
91 Lawrence Boyle 3244 S. Wenonah Avenue	16-31-110-032-000	R	9/11/2018 Roof-L	80492-0	\$2,850.00	\$40.00
92 Roy Ljungberg 3002 S. Euclid Avenue	16-30-415-017-000	R	9/11/2018 Impr-L	80493-0	\$2,816.00	\$105.00
93 Jorge Luis Rodriguez 1521 S. Kenilworth Avenue	16-19-130-010-000	R	9/11/2018 Impr-L	80494-0	\$3,700.00	\$220.00
94 Katrina D. Lloyd 1416 S. Lombard Avenue	16-20-118-026-000	R	9/11/2018 Roof-L	80495-0	\$1,800.00	\$50.00
95 Anthony S. & Nick A. Cerabona 1634 S. Wenonah Avenue	16-19-302-032-000	R	9/11/2018 Impr-L	80496-0	\$5,200.00	\$200.00
96 James Allaire 1431 S. Highland Avenue	16-20-117-013-000	R	9/11/2018 HVAC-L	80497-0	\$3,980.00	\$140.00
97 Alan Garcia & Maria Garcia 1840 S. Gunderson Avenue	16-19-413-033-000	R	9/11/2018 Impr-L	80498-0	\$4,500.00	\$90.00
98 Chicago Title Land Trust 2515 S. Highland Avenue	16-29-126-007-000	R	9/11/2018 Impr-L	80499-0	\$1,200.00	\$40.00
99 Kurt Reetz, Jr. 2531 S. Elmwood Avenue	16-30-231-040-000	R	9/11/2018 Elec-L	80500-0	\$950.00	\$0.00
100 Ana Maria Silva & Maria Ortiz 2235 S. Scoville Avenue	16-30-205-016-000	R	9/11/2018 Impr-L	80501-0	\$12,198.00	\$255.00
101 ERIC & MICHELLE HAWLEY 1826 S. Euclid Avenue	16-19-408-031-000	R	9/11/2018 Impr-L	80502-0	\$2,178.00	\$105.00

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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

**Name and Address**      **P.I.N. #**      **Census Class**      **Permit Issued**      **Permit #**      **Cost Of Improvements**      **Cost Of Permit**

Antonio Rosado & Erika Rosad	1926 S. East Avenue	16-19-419-023-000	R/R 1 WINDOW IN BASEMENT FOR EGRESS. CALL FOR FINAL INSPECTION.	R	9/11/2018 Impr-L	80503-0	\$1,415.00	\$90.00
103								
Adele A. Vacek Trust	2309 S. Clinton Avenue	16-30-106-004-000	REPLACE/INSTALL 2 PRONG OUTLETS, LIGHT FIXTURES AND GFCI OUTLETS TO CODE.	R	9/11/2018 Elec-L	80504-0	\$975.00	\$90.00
104								
Jesus R. Mendiola	3411 S. Harvey Avenue	16-32-133-053-000	REMOVE UNWANTED ITEMS. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC.	R	9/11/2018 Dump-L	80505-0	\$350.00	\$50.00
105								
José & Norma Mendoza	2621 S. Clarence Avenue	16-30-403-013-000	T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION	R	9/11/2018 Roof-L	80506-0	\$6,000.00	\$140.00
106								
Rosa Mora	3726 S. Grove Avenue	16-31-322-043-000	DIG DOWN NEXT TO THE HOUSE ON THE SOUTHSIDE OF THE PROPERTY AND REPAIR CRACKS IN THE FOUNDATION. INSTALL RIVER ROCKS WITH NON-PLASTIC BARRIER. - MUST CALL FOR FINAL INSPECTION WHEN WORK IS COMPLETE.	R	9/11/2018 Impr-L	80507-0	\$1,500.00	\$40.00
107								
Onyekachim F. Anyikwa	2512 S. Clarence Avenue	16-30-226-019-000	WATER HEATER REPL.	R	9/11/2018 Plum-L	80508-0	\$1,486.91	\$85.00
108								
F. & L. Anaya	6814 W. 29th Place	16-30-319-015-000	T/O AND RESHINGLES GARAGE ONLY TO CODE.	R	9/11/2018 Roof-L	80509-0	\$1,500.00	\$40.00
109								
Teresa Maria Monteagudo	3604 S. Home Avenue	16-31-311-010-000	INSTALL 5'+1' OPEN LATTICE WOOD ON SOUTH SIDE, 6' WOOD AT ALLEY AND 4' WOOD AT FRONT OF HOUSE-CROSSING OVER TO NEIGHBOR OF THE NORTH-PERMISSION ON FILE. JULIE DIG A002291049	R	9/11/2018 Fence-L	80510-0	\$2,790.00	\$135.00
110								
Resurrection Health Care Corp.	1433 S. Cuyler Avenue	16-20-116-014-000	SIDEWALK REPL. FROM YARD REAR (OF HOME) TOWARDS ALLEY THRU YARD (WALKWAY).	R	9/11/2018 Impr-L	80511-0	\$5,850.00	\$150.00
111								
BERWYN AUTO INC	6317 W. Ogden Avenue	16-32-119-016-000	REPLACE ACRYLIC SIGN (BOTH SIDES) OF EXISTING SIGN. ILLUMINATED SIGN, OVERHANGING CITY PROPERTY. 60 SQUARE FT.	C	9/11/2018 Sign-L	80512-0	\$1,400.00	\$350.00
112								
Berwyn Health Center	6600 W. 26th Street	16-30-403-038-000	R/R 4 ROOF TOP UNITS.	M	9/11/2018 HVAC-L	80513-0	\$47,872.00	\$0.00
113								

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/11/2018 And 9/30/2018

Name and Address P.I.N. # Census Class Permit Issued Permit # Improvements Cost Of Cost Of

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of
114 Rojelio Cazares 1331 S. Home Avenue	16-19-112-015-000	R	9/11/2018 Roof-L	80514-0	T/O AND RESHINGLE HOUSE ROOF, CALL FOR FINAL INSPECTION	\$4,500.00	\$125.00
115 Alejandro M. Tamez 6854 W. 30th Street	16-30-324-002-000	R	9/11/2018 Impr-L	80515-0	R/R GARAGE OVERHEAD DOOR - NO SIZE CHANGES - HOOKING UP TO THE EXISTING ELECTRIC.	\$2,049.00	\$55.00
116 John Byers 1601 S. Ridgeland Avenue	16-20-300-039-000	R	9/11/2018 Impr-L	80516-0	INSTALL NEW PATIO APPX 10X21 IN BACK YARD-ALREADY STARTED	\$1,200.00	\$90.00
117 Gustabo Avila 2114 S. Lombard Avenue	16-20-332-018-000	R	9/11/2018 Impr-L	80517-0	R/R EXISTING SIDEWALK FROM CITY WALK TO ALLEY AND WALKS TO GARAGE AND REAR OF HOUSE. SPOT TUCKPOINTING ENTIRE HOUSE.	\$1,200.00	\$90.00
118 Daniel R. Dugo 2406 S. Cuyler Avenue	16-29-116-021-000	R	9/11/2018 Impr-L	80518-0	INSTALL 4 VINYL WINDOW REPLACEMENTS - NO EGRESS WINDOWS	\$2,480.00	\$40.00
119 Jorge Rico & Nicolasa Diaz 1550 S. Harvey Avenue	16-20-125-039-000	R	9/11/2018 Fence-L	80519-0	REMOVE AND REPLACE FENCE ON SOUTH SIDE OF PROPERTY WITH 6FT SOLID FENCE- =====JULIE#A2491781	\$3,698.00	\$135.00
120 Garcia & Robles 2513 S. Highland Avenue	16-29-126-006-000	R	9/11/2018 Impr-L	80520-0	INSTALL 11 WINDOWS ON 1ST FLOOR AND 1 WINDOW IN BSMT - ALL WINDOWS TO MEET EGRESS CODE	\$4,580.00	\$120.00
121 Thomas E. Regan 3441 S. Highland Avenue	16-32-132-060-000	R	9/11/2018 Impr-L	80521-0	SPOT TUCKPOINT HOUSE	\$350.00	\$40.00
122 Angel Tellado 1922 S. Clinton Avenue	16-19-320-024-000	R	9/11/2018 Fence-L	80522-0	REMOVE EXISTING FENCE AND INSTALL 6FT WOOD AND STEEL FENCE AT ALLEY - PART OF FENCE TO BE ON 1924 CLINTON PROPERTY - AFFIDAVIT ON FILE	\$1,000.00	\$135.00
123 Poso Remodeling Inc 6207 W. Roosevelt Road	16-20-103-007-000	C/R	9/12/2018 Impr-L	80426-0	COMMERCIAL SPACE RENOVATION - BUILD OUT AREA AS A VANILLA BOX FOR A FUTURE TENANT - REMODEL THE 2 EXISTING BATHROOM AND MAKE THEM ADA COMPLIANT, MECHANICAL ROOM AND A BAR. --- RESIDENTIAL SPACE RENOVATIONS - REMODEL THE KITCHEN, BATHROOM, 2 BEDROOM, 1 O	\$45,000.00	\$2,825.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/11/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Chicago Title Land Trust Comp 2327 S. Cuyler Avenue	16-29-109-012-000	R	9/12/2018 Roof-L	80523-0	\$5,950.00	\$140.00
124 Edgar & Winnie Garcia	16-19-118-019-000	R	9/12/2018 Impr-L	80524-0	\$6,150.00	\$165.00
125 Emmanuel Bible Church	99-99-999-000-017	CH	9/12/2018 HVAC-L	80525-0	\$24,380.00	\$150.00
126 Fluth 6727, LLC	16-31-200-038-000	C	9/12/2018 Mural-L	80526-0	\$0.00	\$0.00
127 City of Berwyn	16-31-204-016-000	C	9/12/2018 Mural-L	80527-0	\$0.00	\$0.00
128 Leonel & Maria Cardenas	16-20-300-027-000	R	9/12/2018 Impr-L	80528-0	\$9,637.61	\$285.00
129 Berwyn Health Center	16-30-403-038-000	M	9/12/2018 Roof-L	80529-0	\$64,400.00	\$0.00
130 Hector Espinoza	16-30-411-020-000	R	9/12/2018 Fence-L	80530-0	\$1,500.00	\$135.00
131 Charles Lueder & Kim Kovacic	16-31-424-106-000	R	9/12/2018 Roof-L	80531-0	\$9,270.00	\$200.00
132 George Ramirez	16-32-131-018-000	R	9/12/2018 Impr-L	80532-0	\$4,000.00	\$170.00
133						

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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Paul R. Novak 2734 S. Lombard Avenue	16-29-311-033-000	R	9/12/2018 Impr-L	80533-0	\$2,500.00	\$105.00
134 Jose and Catalina Garcia 1500 S. Grove Avenue	16-19-130-024-000	R	9/12/2018 Roof-L	80534-0	\$5,000.00	\$125.00
135 Richard Dale Cannedy 6238 W. 26th Street 502	16-29-302-038-100	R	9/12/2018 Impr-L	80535-0	\$5,842.00	\$100.00
136 Nancy Rosales 3645 S. Elmwood Avenue	16-31-414-019-000	R	9/12/2018 Roof-L	80536-0	\$9,249.00	\$200.00
137 Arnoldo & Maria Jimenez 2303 S. Clinton Avenue	16-30-106-002-000	R	9/12/2018 Impr-L	80537-0	\$8,000.00	\$205.00
138 Pedro Herrera & Francis Am 6721 W. 31st Street	16-30-415-038-000	R	9/12/2018 Fence-L	80538-0	\$1,740.00	\$135.00
139 Elizabeth Martinez & Baldomer 1918 S. Maple Avenue	16-19-316-024-000	R	9/13/2018 Bldg-B	8688-2	\$0.00	\$250.00
140 Miriam Gonzalez & Irma Gomez 2522 S. Scoville Avenue	16-30-228-017-000	R	9/13/2018 Bldg-B	8953-1	\$0.00	\$100.00
141 Salvador & Bertha Garcia 1940 S. Lombard Avenue	16-20-324-034-000	C	9/13/2018 Plum-L	69440-2	\$0.00	\$50.00
142						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Shirley & David Miedema 1939 S. Harlem Avenue 2GE	16-19-316-048-100		9/13/2018 Impr-L	80539-0	\$1,473.00	\$40.00
143 Anthony & Megan Alban 2230 S. Highland Avenue	16-29-101-024-000	R	9/13/2018 Plum-L	80540-0	\$4,000.00	\$50.00
144 Antonio Lopez 1613 S. Ridgeland Avenue	16-20-300-007-000	R	9/13/2018 Plum-L	80541-0	\$4,500.00	\$210.00
145 Jeremy Jamison & Jocelyn Po 2241 S. Home Avenue	16-30-101-024-000	R	9/13/2018 Elec-L	80542-0	\$2,256.00	\$155.00
146 Berwyn Town Plaza LLC 6623 W. Roosevelt Road	16-19-202-010-000	C	9/13/2018 Impr-L	80543-0	\$2,250.00	\$155.00
147 Majin & Teodora Ocampo 3430 S. Lombard Avenue	16-32-133-035-000	R	9/13/2018 Impr-L	80544-0	\$2,000.00	\$90.00
148 Donald & Patricia Tomasek 3728 S. Gunderson Avenue	16-31-418-087-000	R	9/13/2018 Impr-L	80545-0	\$18,373.00	\$345.00
149 Thomas J. Zitko & Maria A. Tre 6920 W. 30th Street	16-30-323-011-000	R	9/13/2018 Impr-L	80546-0	\$4,500.00	\$135.00
150 Javier Soto 6530 W. Windsor Avenue	16-31-212-008-000	R	9/13/2018 Fence-L	80547-0	\$1,000.00	\$85.00
151						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/11/2018 And 9/30/2018

Name and Address	P.I.N. #	Description	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Jesus & Lorena Gutierrez 6510 W. 34th Street	16-31-234-012-000	RESHINGLE HOUSE ROOF, R/R RIDGE CAP ON THE GARAGE ONLY, R/R SIDING ON HOUSE. INSTALL TYVEK, NEW VINYL SIDING, ALUM CAP WINDOWS ON THE HOUSE, R/R FASCIA, R/R GUTTERS AND DOWNSPOUTS. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.	R	9/13/2018 Impr-L	80548-0	\$23,644.00	\$445.00
152 Oscar Villarreal 3030 S. East Avenue	16-30-418-031-000	REBUILD REAR PORCH, R/R FRONT CONCRETE PORCH W/WOOD.	R	9/13/2018 Impr-L	80549-0	\$16,500.00	\$400.00
153 Miguel Carrasco 2212 S. Elmwood Avenue	16-30-206-023-000	TUCKPOINT ON THE ALLEY SIDE OF THE HOUSE, AND R/R 20-30 BRICKS WHERE NEEDED.	R	9/13/2018 Impr-L	80550-0	\$3,800.00	\$145.00
154 Ashley Tutchen 1331 S. Ridgeland Avenue	16-20-107-011-000	R/R 1ST FLOOR KITCHEN WINDOW	R	9/13/2018 Impr-L	80551-0	\$700.00	\$40.00
155 Carlos Santiago 1547 S. Oak Park Avenue	16-19-224-048-000	INTERIOR DEMOLITION TO OPEN ALL NEEDED WALLS TO EXPOSE ALL ELECTRICAL AND PLUMBING. NO STRUCTURAL DEMO AND NO OTHER WORK TO BE DONE WITH THIS PERMIT. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC. CALL FOR FINAL INSPECTION,	C/R	9/13/2018 Impr-L	80552-0	\$12,000.00	\$290.00
156 Shivani Anand 2224 S. Highland Avenue	16-29-101-031-000	electrical final reinspection R/R INTERIOR DOOR, TILE BATHROOM DOWNSTAIRS, REMODEL KITCHEN WITH NEW CABINETS, INSTALL NEW BACK SPLASH AND GRANITE IN KITCHEN, RE-SAND HARDWOOD FLOORING, INSTALL AND REMOVE FRONT ENTRANCE DOOR, R/R BACK DOOR, PAINT AS NEEDED	R	9/14/2018 Bldg-B	8743-4	\$0.00	\$50.00
157 Dwa Stobiecki 3428 S. Clarence Avenue	16-31-232-022-000	ATF BUILDING PERMIT FOR BASEMENT REMODEL ORIGINALLY OPEN UNFINISHED MADE FAMILY ROOM, SEPARATED LAUNDRY AND FURNACE AND INSTALLED BATHROOM, ATF FOR INSTALLING RECESSED LIGHTS IN LIVING ROOM, BASEMENT FAMILY ROOM REQUIRED EGRESS, KITCHEN ELECTRICAL UP TO C	R	9/14/2018 Bldg-B	9105-0	\$1,450.00	\$600.00
158 Allstate BK Real Estate Holding 6701 W. Roosevelt Road	16-19-201-009-000	fee only for plumbing final and pre-pour	C	9/14/2018 Impr-L	78586-1	\$0.00	\$190.00
159							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of Permit
James B. & Elizabeth Fogarty 160 3527 S. Kenilworth Avenue	16-31-306-044-000	R	9/14/2018 Impr-L	80553-0	R/R SIDING ON GARAGE-EPA ON FILE	\$400.00	\$40.00
Marcela Salazar 3219 S. Cuyler Avenue	16-32-112-009-000	R	9/14/2018 Impr-L	80554-0	NEW 1 1/2" WATER SERVICE AND METER UPGRADE-CITY TO RESTORE	\$0.00	\$275.00
161 Ericka Pino & Predrag Milic 3526 S. Ridgeland Avenue	16-31-409-042-000	R	9/14/2018 Impr-L	80555-0	REMOVE FRAMING IN BASEMENT DONE BY PREVIOUS OWNER, REPLACE KITCHEN CABINETS, RETILE KITCHEN AND BATHROOM, REFINISH HARDWOOD FLOORS, PAINT ALL HOUSE, UPGRADE ELECTRICAL SERVICE, INSTALL WIRELESS SMOKES. T/O AND RESHINGLE GARAGE	\$11,925.00	\$340.00
162 F & MC INVESTMENTS LLC S 1225 S. Home Avenue	16-19-104-045-000		9/17/2018 Bldg-B	8954-1	INSTALL A NEW SEWER FOR THE NEW CONSTRUCTION OF A SINGLE FAMILY HOME.	\$5,000.00	\$275.00
163 Diana Louise Smith 2500 S. Ridgeland Avenue	16-30-231-017-000	C	9/17/2018 Impr-L	80556-0	TUCKPOINT CHIMNEY - GRIND AND TUCKPOINT CHIMNEY COMPLETE ABOVE CHIMNEY FLASHING, CUT DRIP EDGE INTO EXISTING CHIMNEY CAP, REPAIR EXISTING CHIMNEY CROWN USING TYPE M CONCRETE MIX, REPLACE OVERSIZED DOWNSPOUT ON NORTH WEST SIDE OF THE BUILDING - SEAL CHIMNE	\$900.00	\$40.00
164 Omar Garcia & Christine M. Cz 2631 S. Grove Avenue	16-30-306-016-000	R	9/17/2018 Roof-L	80557-0	T/O AND RESHINGLE GARAGE ROOF	\$800.00	\$40.00
165 Denise Anglemire 1311 S. Maple Avenue	16-19-109-005-000	R	9/17/2018 Impr-L	80558-0	T/O AND REROOF HOUSE ONLY, REPLACING VENTS, CHIMNEY HOUSING, GUTTERS AND DOWNSPOUTS, INSTALLING ALUMINUM SOFFIT AND FASCIA AND WOOD ON FASCIA, R/R VINYL SIDING. CALL FOR HOUSE WRAP INSPECTION PRIOR TO SIDING. CALL FOR FINAL INSPECTION. THIS PERMIT WILL AL	\$13,395.00	\$295.00
166 Tabela 2217 S. Clinton Avenue	16-30-102-013-000	R	9/17/2018 Impr-L	80559-0	COMPLIANCE VIOLATION - KITCHEN WALL ELECTRIC SWITCHES/OUTLETS TO BE UPGRADED, REPAIR RO REPLACE VARIOUS WALLS. CEILING, ATTIC BEDROOM(FRONT ROOM) MUST HAVE AN EGRESS WINDOW INSTALLED TO CODE, KITCHEN COUNTERS MUST HAVE GFCI OUTLETS INSTALLED TO CODE, ANY	\$900.00	\$140.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/11/2018 And 9/30/2018

Cost Of Improvements \$0.00  
 Cost Of Permits \$50.00

Name and Address	P.I.N. #	Permit Class	Permit Issued	Permit #	Improvements	Cost Of
1942 Lombard LLC 1940 S. Lombard Avenue	16-20-324-034-000	C	9/17/2018	80560-0	DUMPSTER ON THE STREET TO REMOVE UNWANTED ITEMS - NO DEMO WORK DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMING TRAFFIC.	\$0.00
168 Ruben Pelayo 3200 S. Kenilworth Avenue	16-31-113-005-000	R	9/17/2018	80561-0	DEMO THE GARAGE ROOF, SIDING AND DOOR - GARAGE WILL BE JACKED UP ONE FOOT TO ALLOW CLEARANCE FOR A 7FT GARAGE DOOR ( OVER ALL HEIGHT OF THE GARAGE WILL NOT BE MORE THAN 14FT). EXISTING WALL STUDS WILL BE REPLACED BY 2"x4"x8". A NEW EIGHT FOOT OVER HEAD DO	\$3000.00
169 SS Greens LLC 2114 S. Highland Avenue	16-20-330-015-000	R	9/17/2018	80562-0	PRELIMINARY ELECTRICAL INSPECTION TO DETERMINE CODE COMPLIANCE OF THE HOUSE AND GARAGE.	\$50.00
170 Ernesto Cabrera 6434 W. 27th Place	16-30-411-019-000	R	9/17/2018	80563-0	COMPLIANCE VIOLATION - REPAIR WINDOWS AND INSTALL EGRESS WINDOW IN THE BASEMENT TO CODE. ENCLOSE ALL OPEN BULB LIGHTING, REPAIR BASEMENT BATHROOM CEILING, INSTALL BASEMENT HEATER, ELECTRICAL METER SOCKETS UPGRADE TO CODE, ENCLOSE GARAGE OPEN LIGHT BULBS.	\$1,700.00
171 Pac & Venancio Urbina 1848 S. Wesley Avenue	16-19-409-039-000	R	9/17/2018	80564-0	PREVIOUS OWNER ATF'S PER COMPLIANCE. 1ST FLOOR KITCHEN AND BATHROOM REMODEL, 2ND FLOOR KITCHEN AND BATHROOM REMODEL, ATF FOR INSTALLING RECESSED LIGHTS THROUGHOUT THE BUILDING, REMOVE/DECOVERT GAS SPACE HEATER IN THE BASEMENT. EXTERIOR- REPAIR GARAGE ROOF	\$500.00
172 James Pozo 3829 S. Clinton Avenue	16-31-329-042-000	R	9/17/2018	80565-0	R/R EXISTING CONCRETE APPROACH, ALSO FROM CITY WALK TO ALLEY, APPROACH AT ALLEY FOR GARAGE, AND INSTALL NEW PATIO 10X14 AT REAR OF HOUSE. DIG# A2562938	\$2,200.00
173						\$105.00

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Census Class Issued Permit # Improvements Cost Of

Name and Address P.I.N.#

Name and Address	P.I.N.#	Census Class	Issued	Permit #	Improvements	Cost Of
Antonio Jimenez & Maria Garci 1834 S. Harvey Avenue	16-20-310-027-000	R	9/17/2018	Impr-L 80566-0	COMPLIANCE: INSTALL EGRESS IN BASEMENT, R/R ATTIC CEILING LIGHTS EXPOSED WIRES, INSTALL EXHAUST IN BASEMENT TOILET ROOM, OPEN LIGHT BULBS IN BASEMENTS TO BE MADE FULLY ENCLOSED, SCRAPE AND PAINT GARAGE WHERE PEELING, PATCH CONCRETE DRIVEWAY AS NEEDED, ANY	\$2,300.00
74 Jaime Garcia 3409 S. Highland Avenue	16-32-132-048-000	R	9/17/2018	Impr-L 80567-0	R/R CITY CURBSIDE 35X2 FOR COURTESY WALK ALSO SERVICE WALK 13X2.6 FROM CITYWALK TO CURB. JULIE DIG X2552182	\$1,200.00
75 Truong & Anh Nguyen & Van T 2407 S. Ridgeland Avenue	16-29-116-004-000	R	9/17/2018	Impr-L 80568-0	r/r overhead door	\$1,510.00
76 Deborah & Michael Payne 2328 S. Euclid Avenue	16-30-208-028-000	R	9/17/2018	Elec-L 80569-0	NEW 100AMP SERVICE	\$1,090.00
77 Beth L. Ford 6431 W. 26th Place	16-30-404-053-000	R	9/18/2018	Elec-L 80192-1	A PRELIMINARY WALK THRU WITH CONTRACTOR.	\$0.00
78 Esteban Cintron 1338 S. Scoville Avenue	16-19-212-041-000	R	9/18/2018	Roof-L 80570-0	T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION.	\$2,500.00
79 Jorge & Josefina Anguilano 6336 W. 26th Street	16-29-300-006-000	C	9/18/2018	Impr-L 80571-0	EMERGENCY NEW 1" WATER SERVICE AND 1" WATER METER. CALL WATER DEPARTMENT FOR WATER METER UPGRADE - 788-2660 EXT 6463.	\$8,000.00
80 6227 PARK LLC 6715 W. 31st Street	16-30-416-037-000	R	9/18/2018	Impr-L 80572-0	DEMO INTERIOR WALLS(DRYWALL) AND REMOVE ALL GARBAGE/DEBRIS FROM PREVIOUS OWNER. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMMING TRAFFIC.	\$7,000.00
81 Eva Gomez Delacasa 3132 S. Oak Park Avenue	16-31-107-033-000	R	9/18/2018	Roof-L 80573-0	T/O AND REROOF HOUSE ROOF. CALL FOR FINAL INSPECTION. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMMING TRAFFIC.	\$3,000.00
82 Santos & Raquel Guavara 2712 S. Clinton Avenue	16-30-312-092-000	R	9/18/2018	Impr-L 80574-0	INSTALLATION OF SOLAR PANELS TO CODE.	\$1,780.00
83 Lee Mortenson 3242 S. East Avenue	16-31-218-032-000	R	9/18/2018	Elec-L 80575-0	NEW 100AMP ELECTRICAL SERVICE	\$2,940.00
184						\$125.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of Permit
Eduardo Martinez 2715 S. Euclid Avenue	16-30-407-007-000	R	9/18/2018 Elec-L	80576-0	PUT FAN SWITCH IN LIVINGROOM, TEST AND VERIFY OPERATION, REPLACE GFCI RECEPTACLES IN KITCHEN, ADD LIGHT FIXTURES IN KITCHEN PANTRY, REPLACE ALL FIXTURES IN BASEMENT AND ADD SWITCHES.	\$2,700.00	\$155.00
185 M. & E. Lopez 2615 S. Grove Avenue	16-30-306-010-000	R	9/18/2018 Fence-L	80577-0	REMOVE THE FENCES ON THE NORTH AND SOUTH SIDES OF THE PROPERTY AND INSTALL A 5FT + 1FT OPEN LATTICE WOOD FENCE. INSTALL A 6FT WOOD FENCE AT THE ALLEY -- HAS PERMISSION FROM BOTH NEIGHBORS AT 2613 & 2617 GROVE.	\$1,200.00	\$135.00
186 Loretta & Frank Haxel 1647 S. Cuyler Avenue	16-20-301-019-000	R	9/18/2018 Roof-L	80578-0	REPAIR ON THE TILE ROOF.	\$3,846.00	\$50.00
187 Antonio Jimenez 2138 S. Highland Avenue	99-99-999-000-015	C	9/18/2018 Impr-L	80579-0	REMOVE DRYWALL FROM PREVIOUS OPENING ENTRY WALL TO NEXT UNIT 6FT 5FT X 7FT. TEANT AT 2138 HIGHLAND WANTS TO EXPAND HIS BUSINESS INTO 2136 HIGHLAND BY OPENING WALL.	\$100.00	\$170.00
188 F.C.M. Martinez 1901 S. Highland Avenue	16-20-323-001-000	R	9/18/2018 Impr-L	80580-0	GARAGE FLOOR REPLACEMENT: BREAK UP AND REMOVE OLD CEMENT. DIG DOWN 8 1/2 ". ADD 4" OF STONE BASE COVERED BY PLASTIC. ADD WIRE MESH. POUR 4" OF CEMENT. TO CODE. *** INSTALL SILL PLATES W/ ANCHOR BOLTS PER RD. DRILL AND DOWEL THE NEW CONCRETE TO OLD OR AS	\$1,000.00	\$105.00
189 Francisco Rojas 1313 S. Ridgeland Avenue	16-20-107-004-000	R	9/18/2018 Impr-L	80581-0	R/R EXISTING CONCRETE N. SIDE AND FRONT APPROX. 75 X 6 "	\$1,500.00	\$90.00
190 Miguel & Alejandra Hernandez 6912 W. Riverside Drive	16-30-110-002-000	R	9/18/2018 Impr-L	80582-0	PER CDL: RD CONSULT ON BY OWNER ATTIC BATHROOM DORMER (1) BATH: SHOWER, SINK, TOILET, AND (2) BEDROOMS IN ATTIC.	\$0.00	\$0.00
191 Robert L Strickland & Chelsea 1402 S. Highland Avenue	16-20-116-022-000	R	9/18/2018 Impr-L	80583-0	R/R CONCRETE SIDEWALK FROM HOUSE TO GARAGE AND INSTALL PAVERS	\$2,850.00	\$105.00
192 Luis M. Gonzalez 1834 S. Highland Avenue	16-20-309-026-000	R	9/18/2018 Impr-L	80584-0	REPLACXE ALL DECK BOARDS. REPLACE ALL DECK BALISTERS AND HANDRAILS. REPLACE DECK STAIRS. REPLACE 10 X 12 FT CONCRETE SECTION OF DRIVEWAY TOWARDS REAR OF HOME.	\$1,200.00	\$140.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Ernesto C. Duenez 7124 W. 28th Street	16-30-309-037-000	R	9/18/2018 Impr-L	80585-0	\$700.00	\$290.00
ATF: (BY OWNER) : 1ST FL. BATHROOM REMODEL (PICS) CHANGED TUB TO SHOWER STALL REPLACE TOILET (IN BMST) REPLACE TILE, PAINT. KITCHEN REMODEL : PAINTED CABIONETS INSTALLED BACKSPLASH INSTALLED NEW APPLIANCES AND HOOD SYSTEM OVER STOVE. INSTALLED KITCHEN ISL						
94 Angela Candelario 1430 S. East Avenue	16-19-219-035-000	R	9/18/2018 Impr-L	80586-0	\$200.00	\$90.00
REPLACE GUTTERS. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.						
95 Antonio Lopez 1613 S. Ridgeland Avenue	16-20-300-007-000	R	9/19/2018 Plum-L	80541-1	\$0.00	\$375.00
NEW WATER SERVICE FROM CITY MAIN TO PROPERTY. CUT STREET 3" X 5' FT COPPER FOR WATER SERVICE. BACKFILL W/IT GRAVEL AFTER PASSED INSPECTION. JULIE DIG: A2562118						
196 Jonathan Vasquez 3616 S. Wesley Avenue	16-31-401-047-000	R	9/19/2018 HVAC-L	80587-0	\$4,929.00	\$105.00
R/R FURNACE AND A/C UNIT. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTRICAL METER.						
197 Gamillo & Donna Bruno 6542 W. 28th Place	16-30-414-039-000	R	9/19/2018 Impr-L	80588-0	\$2,208.62	\$55.00
(2) interior foundation crack repairs, polylevel to stabilize and lift contract.						
198 Carlos & Clara Loreda 1420 S. East Avenue	16-19-219-031-000	R	9/19/2018 Fence-L	80589-0	\$200.00	\$135.00
REMOVE AND REPLACE EXISTING FRONT ENTRY (ADJECENT TO HOME) DRIVEWAY GATE AND REPLACE W/ 5FT SOLID GATE ON OWN LOT. JULIE DIG FOR NEW POSTS: X2621052						
199 6312 Cermak Road	99-99-999-000-066		9/19/2018 Impr-L	80590-0	\$3,500.00	\$0.00
INTERIOR DEMO AND CLEAN OUT FROM FIRE. REMOVAL OF ALL CONTENTS. NO OTHER WORK ON THIS PERMIT.						
200 Roberto Gonzalez 3819 S. Wenonah Avenue	16-31-327-007-000	R	9/19/2018 Impr-L	80591-0	\$5,200.00	\$150.00
DRIVEWAY CONST. CONCRETE. JULIE DIG # A2553206						
201 Arsenio Vargas 2104 S. Gunderson Avenue	16-19-429-012-000	R	9/19/2018 Roof-L	80592-0	\$10,200.00	\$215.00
T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION						
202						



# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/11/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
North West Housing Partnershi 2109 S. Harvey Avenue	16-20-332-004-000	R	9/19/2018 Impr-L	80593-0	\$3,150.00	\$85.00
203 Ernesto Cabrera 6434 W. 27th Place	16-30-411-019-000	R	9/19/2018 Roof-L	80594-0	\$7,000.00	\$155.00
204 Amy Simon & Neal Englund 1329 S. Scoville Avenue	16-19-213-015-000	R	9/19/2018 Elec-L	80595-0	\$350.00	\$90.00
205 Armando Gutierrez 3645 S. Kenilworth Avenue	16-31-314-010-000	R	9/19/2018 Roof-L	80596-0	\$8,800.00	\$185.00
206 James M. Kelly 6430-36 W. 18th Street 2	16-19-414-064-100	R	9/19/2018 Impr-L	80597-0	\$3,350.00	\$120.00
207 John Bax & Amy Johnson 3515 S. Grove Avenue	16-31-307-005-000	R	9/19/2018 Impr-L	80598-0	\$0.00	\$0.00
208 Ernil & Nancy Sauer 3831 S. Euclid Avenue	16-31-421-011-000	R	9/20/2018 Impr-L	80599-0	\$6,000.00	\$175.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of Permit
Armondo Pantoja & Eleizabeth 6527 W. 28th Place	16-30-413-033-000	R	9/20/2018 Impr-L	80600-0		\$500.00	\$290.00
COMPLIANCE VIOLATION - EACH BEDROOM MUST HAVE AT LEAST ONE EGRESS WINDOWS INSTALLED TO CODE, MAIN LEVEL 1/2 BATH MUST HAVE A GFCI PROTECTED OUTLET INSTALLED TO CODE. ANY GARAGE INTERIOR ELECTRIC OUTLETS MUST BE GFCI PROTECTED. ATF FOR CREATING A ROOM IN T							
210 Armando & Conrada Fuentes 2336 S. Wesley Avenue	16-30-209-030-000	R	9/20/2018 Impr-L	80601-0		\$500.00	\$90.00
FIX FOUNDATION CRACKS AT THE FRONT OF THE PROPERTY AND INSTALL NEW CONCRETE APPS 4X9 AT THE FRONT ENTRY. JULIE DIG X2630678							
211 BNSF Railroads / Metra 7135 W. Windsor Avenue	99-99-999-000-053	C	9/20/2018 Impr-L	80602-0		\$6,100.00	\$100.00
INSTALLATION OF NEW CATV CABLE BETWEEN AN EXISTING UTILITY POLE ON EAST. ROW OF MAPLE AVE AND NEW CATV PEDESTAL AT 7135 WINDSOR AVE. ALL CATV CABLE WILL BE INSTALLED UNDERGROUND USING DIRECTIONAL BORING. JULIE DIG # A2620936							
212 Burlington Northern 6800-01 W. Windsor Avenue	99-99-999-000-026	C	9/20/2018 Impr-L	80603-0		\$7,500.00	\$0.00
INSTALLATION OF NEW CATV CABLE BETWEEN AND EXISTING UTILITY POLE LOCATED IN THE ALLEY AT 3245 GROVE AVE AND NEW CATV VAULT AT 6801 WINDSOR AVE. ALL CATV CABLE WILL BE INSTALLED UNDERGROUND USING DIRECTIONAL BORING. JULIE DIG # A2630855							
213 Stephen H. & Henryka Jablons 3129 S. Wenonah Avenue	16-31-103-009-000	R	9/20/2018 Roof-L	80604-0		\$4,722.50	\$125.00
TEAR OFF AND RESHINGLE THE HOUSE - R/R GUTTERS AND DOWNSPOUTS TO CODE. DOWNSPOUTS MUST DISBURSE ONTO PRIVATE PROPERTY.							
214 Roger & Julia Bauers 3618 S. Maple Avenue	16-31-308-031-000	R	9/20/2018 Impr-L	80605-0		\$6,510.00	\$115.00
R/R 9 WINDOWS IN THE LIVING ROOM AND DINING ROOM ON THE 1ST FLOOR.							
215 Joyce Williams 2111 S. Wenonah Avenue	16-19-327-005-000	R	9/20/2018 Impr-L	80606-0		\$1,000.00	\$90.00
R/R THE KITCHEN CABINETS - NO ELECTRIC.							
216 Jose Zacarias 2328 S. Cuyler Avenue	16-29-108-033-000	R	9/20/2018 Impr-L	80607-0		\$2,000.00	\$90.00
R/R EXISTING CONCRETE FROM CITY WALK TO ALLEY							
217 Amanda Schriver & Mark J. Ba 2420 S. Oak Park Avenue	16-30-112-051-000	R	9/20/2018 Impr-L	80608-0		\$20,000.00	\$270.00
REMODEL THE 1ST FLOOR AREA - KITCHEN AND DINING ROOM REMODEL.							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Description	Census Class	Permit Issued	Permit #	Improvements	Cost Of
NINA D. MORENO 1915 S. Cuyler Avenue	16-20-322-005-000	ON THE SOUTH, NORTH AND FRONT OF THE HOUSE; REMOVE THE SOIL AND INSTALL FABRIC PLASTIC AND RIVER RICK - CONNECT 2 DOWNSPOUTS - RUNNING TOWARDS FRONT OF THE HOUSE WITH PVC PIPE--- HAS PERMISSION FROM 1917 CUYLER.	R	9/20/2018 Impr-L	80609-0	\$1,440.00	\$140.00
219 Julio & Dayhomy Soto 2334 S. Highland Avenue	16-29-109-036-000	TEAR OFF AND RESHINGLE THE HOUSE AND GARAGE AND REMOVE OLD ALUM SIDING ON THE GARAGE AND INSTALL NEW VINYL SIDING.	R	9/20/2018 Impr-L	80610-0	\$9,500.00	\$235.00
220 Shatas D. Wilks 2237 S. East Avenue	16-30-204-021-000	MODIFIED ROOF (FLAT) REPLACE GUTTER AND SMALL SHINGLE REPAIR.	R	9/20/2018 Roof-L	80611-0	\$8,495.00	\$185.00
221 Gila Quiroga 2338 S. Scoville Avenue	16-30-212-029-000	INSTALL AN EGRESS WINDOW IN THE SECOND FLOOR BEDROOM. ALL LIGHTS TO BE IN ENCLOSED BULB FIXTURES.	R	9/20/2018 Impr-L	80612-0	\$0.00	\$50.00
222 Louise Hughes 3530 S. East Avenue	16-31-403-024-000	ROOF REPAIR , REPLACE (8) BRICKS ON THE REAR OF THE CHIMNEY. INSTALL FASCIA - TRIM.	R	9/20/2018 Roof-L	80613-0	\$6,480.00	\$155.00
223 Anthony & Grace Rizzo 3829 S. Clarence Avenue	16-31-422-017-000	PATCHING THE NORTH SIDE WALL STUCCO.	R	9/20/2018 Impr-L	80614-0	\$2,800.00	\$55.00
224 Byvester T Samuels JR & Mar 1244 S. Gunderson Avenue	16-19-205-040-000	INSTALL NEW CONCRETE PATION FOR REC USE.	R	9/20/2018 Impr-L	80615-0	\$4,000.00	\$120.00
225 Gerardo Baez & Luz Maria Bae 2806 S. Cuyler Avenue	16-29-316-025-000	TUCKPOINTING	R	9/20/2018 Impr-L	80616-0	\$2,500.00	\$55.00
226 Alan M. and Marlene E. Cornell 6704 16th Street	16-19-401-008-000	1/2 and reroof flat roof. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMMING TRAFFIC.	C	9/20/2018 Roof-L	80617-0	\$36,375.00	\$50.00
227 Michael & Constance Scannicc 3435 S. Harlem Avenue	16-31-128-051-000	FIRE ALARM-MODIFICATION TO EXISTING RESIDENTIAL ALARM FOR FIRE PROTECTION-CALL MARIO FOR ANY FIRE DEPARTMENT INSPECTIONS	C	9/20/2018 Impr-L	80618-0	\$1,500.00	\$240.00
228 Carlos & Clara Loredo 1420 S. East Avenue	16-19-219-031-000	REMOVE OLD SIDING ON HOUSE AND REPLACE. INSTALL HOUSE WRAP.	R	9/20/2018 Impr-L	80619-0	\$22,000.00	\$390.00
229							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Novak Property Holdings, LLC 2244 S. Oak Park Avenue	16-30-104-038-000	C	9/20/2018 Impr-L	80620-0	\$11,650.00	\$840.00
COMPLIANCE: REPAIR CLOSET DOOR ON ALL UNITS. TOTAL (6) UNITS. PLACE NUMBER ON ALL UNITS. REPLACE ALL BATHROOMS AND KITCHEN RECEPTACLES AND INSTALL NEW GFCI RECEPTACLES INCLUDING LAUNDRY ROOM AND GARAGE. NEW LAMPS ON CLOSETS NEW LIGHT FIXTURES ON BOTH MAIN						
<u>230</u> Castaldo Development LLC 6844-48 W. 32nd Street	16-31-114-001-000	C	9/20/2018 Roof-L	80621-0	\$9,600.00	\$200.00
<u>231</u> Nick Heiple & Julia Nona Yakel 2700 S. Wesley Avenue	16-30-407-021-000	R	9/20/2018 Impr-L	80622-0	\$500.00	\$90.00
<u>232</u> Jorge A Gonzalez 1934 S. Ridgeland Avenue	16-19-423-025-000	R	9/20/2018 Impr-L	80623-0	\$0.00	\$0.00
PRELIMINARY ELECTRICAL INSPECTION TO VERIFY WHAT NEEDS TO BE BROUGHT TO CODE						
<u>233</u> Be Wise Holding, LLC 2726 S. East Avenue	16-30-409-031-000	R	9/21/2018 Bldg-B	8942-2	\$0.00	\$50.00
PRE-POUR REINSPECTION FOR CITY SIDEWALKS.						
<u>234</u> Robert & Sally Wyant 1227 S. Scoville Avenue	16-19-205-017-000	R	9/21/2018 Gar-B	9106-0	\$17,000.00	\$325.00
DEMO AND REBUILD GARAGE 15X20 11.92HEIGHT, NEW CONCRETE ON NORTH SIDE OF GARAGE-MUST LEAVE 4" GAP.						
<u>235</u> Gloria Melendez 3421 S. Harvey Avenue	16-32-133-011-000	R	9/21/2018 Gar-B	9107-0	\$16,987.00	\$325.00
DEMO AND REBUILD GARAGE 26X18 WITH 11.92 HEIGHT.						
<u>236</u> JOSE GODINEZ& HECTOR C 2346 S. Oak Park Avenue	16-30-112-042-000	R	9/21/2018 Bldg-B	9108-0	\$60,000.00	\$3,605.00
2ND FLOOR ADDITION TO INCLUDE 3 BEDROOM AND 2 FULL BATHROOMS. 1ST FLOOR REMODEL KITCHEN, 1/2 BATHROOM, LIVING AND DINING ROOM. BASEMENT TO INCLUDE 1 BEDROOM, 1 BATHROOM, RECREATIONAL ROOM, MECHANICAL AND LAUNDRY ROOM. R/R WINDOWS, NEW SHINGLE ROOF, BOILER						
<u>237</u> Jose Luis Barrios & Maria A. B 3411 S. Oak Park Avenue	16-31-229-035-000	R	9/21/2018 Impr-L	80194-1	\$2,000.00	\$90.00
R/R ALL THE WINDOWS IN THE BUILDING -- WINDOWS TO EGRESS CODE WHERE REQUIRED.						
<u>238</u>						

# Report of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Name and Address P.I.N. # Census Class Permit Issued Permit # Improvements Cost Of Permit Cost Of

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Permit Cost Of
Clara Rendon 3631 S. Gunderson Avenue	16-31-413-012-000	R	9/21/2018 Impr-L	80428-1	post hole reinspection for R/R CONCRETE SIDEWALK FRONT CITY WALK TO ALLEY, INSTALL NEW CONCRETE AT THE SOUTH SIDE OF PROPERTY NEXT TO GARAGE, INSTALL 5' WOOD FENCE AT ALLEY AND CLOSE OFF ON SOUTH SIDE TO MEET NEIGHBORS FENCE. NEIGHBOR PERMISSION ON FILE.	\$0.00	\$50.00
239 Gloria Rodriguez 2220 S. Ridgeland Avenue	16-30-207-025-000	R	9/21/2018 Roof-L	80624-0	T/O AND RR FLAT ROOF, HOUSE AND GARAGE	\$10,000.00	\$200.00
240 John David LLC 1327 S. Harlem Avenue	16-19-108-010-000	R	9/21/2018 Elec-L	80625-0	PRELIMINARY ELECTRICAL INSPECTION TO DETERMINE WITH OWNER WHAT NEEDS TO BE BROUGHT TO CODE. NO WORK ON THIS PERMIT.	\$0.00	\$50.00
241 Jane C. Heyda And Jerome W. 3209 S. Wenonah Avenue	16-31-111-003-000	R	9/21/2018 Roof-L	80626-0	T/O AND RR HOUSE ONLY.	\$3,430.00	\$125.00
242 Eliel Cantu & Teresa Castellan 2843 S. Cuyler Avenue	16-29-317-019-000	R	9/21/2018 Impr-L	80627-0	REPAIR DAMAGED CEILING INSIDE LIVING ROOM AND INSTALL (2) OUTLETS IN LIVING ROOM AS WELL.	\$150.00	\$40.00
243 Andira Williams 1623 S. Scoville Avenue	16-19-405-013-000	R	9/21/2018 HVAC-L	80628-0	(1) Mitsubishi Multi Zone AC-Heat pump	\$9,950.00	\$325.00
244 Concordia/Cermak Plaza Asso 7111 W. Cermak Road	99-99-999-000-003	C	9/21/2018 Sign-L	80629-0	INSTALL NEW SIGNAGE FOR TONY'S FRESH MARKET.	\$8,400.00	\$150.00
245 Jack & Eluisa Lynn 2100 S. Maple Avenue	16-19-324-013-000	R	9/21/2018 Roof-L	80630-0	REROOF SINGLE PLY MODIFIED BITUMIN ROOF ON BEDROOM ROOF ONLY.	\$4,475.00	\$50.00
246 Duchess Holdings LLC 6518 W. Cermak Road	16-19-429-022-000	C	9/21/2018 Sign-L	80631-0	ILLUMINATED (re-facing exist)	\$0.00	\$40.00
247 Vito Chiovari 6930 W. Windsor Avenue	16-31-118-002-000	C	9/21/2018 Impr-L	80632-0	INSTALL A COMBO PANEL FIRE W/ 1 SMOKE (2) STROBES AND (2) FULL STATIONS. APPROVED BY MM. MODIFICATION TO EXISTING ALARM FOR THIS SPACE. ALARM IS NOT NFPA 72 COMPLIANT BUT IS ACCEPTABLE. PER AHJ.	\$3,265.35	\$220.00
248							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Name and Address

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Census Class

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Cost Of Improvements

Cost Of Permit

Name and Address	P.I.N. #	Census Class	Permit Issued	Cost Of Improvements	Cost Of Permit
Grandview Capital LLC 7118 W. Riverside Drive	16-30-300-010-000	R	9/21/2018 Impr-L	\$7,475.00	\$610.00
249 Larry & Elena Lomasney 2823 S. Harvey Avenue	16-29-319-010-000	R	9/21/2018 Fence-L	\$465.00	\$135.00
250 Anna Mascheri 1335 S. Cuyler Avenue	16-20-108-013-000	R	9/21/2018 Impr-L	\$4,840.30	\$185.00
251 Mich Investments Inc 2235 S. East Avenue	16-30-204-020-000	R	9/24/2018 Bldg-B	\$0.00	\$210.00
252 Savas Partners LLC 3636 S. Grove Avenue	16-31-314-019-000	R	9/24/2018 Bldg-B	\$0.00	\$165.00
253 Ernesto C. Duenez 7124 W. 28th Street	16-30-309-037-000	R	9/24/2018 Impr-L	\$0.00	\$50.00
254 Sharon Allen & Diane Jones 6337 W. Roosevelt Road 203	16-20-100-039-100	R/R	9/24/2018 Impr-L	\$5,869.00	\$100.00
255 Facion & Maria Bruno 1443 S. Wenonah Avenue	16-19-119-021-000	R	9/24/2018 HVAC-L	\$3,305.00	\$115.00
256 Paul Gillis 1817 S. Scoville Avenue	16-19-413-006-000	R	9/24/2018 Roof-L	\$7,800.00	\$40.00
257 Sharmene Kuser 2723 S. Harvey Avenue	16-29-311-010-000	R	9/24/2018 Impr-L	\$11,752.78	\$390.00
258 Hector V. Ruiz 1636 S. East Avenue	16-19-403-036-000	R	9/24/2018 Impr-L	\$550.00	\$40.00
259					

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
James A. Watley 6542 W. 28th Street	16-30-413-002-000	R	9/24/2018 Impr-L	80641-0	\$0.00	\$230.00
260 Maria Sandoval 6503 W. Sinclair Avenue	16-31-225-042-000	R	9/24/2018 Roof-L	80642-0	\$1,250.00	\$50.00
261 ELMER DIAZ 1930 S. Scoville Avenue	16-19-420-026-000	R	9/24/2018 Fence-L	80643-0	\$3,000.00	\$135.00
262 H2 PROPERTY ILLINOIS, LP 2428 S. Ridgeland Avenue	16-30-223-030-000	R	9/24/2018 Plum-L	80644-0	\$2,277.50	\$180.00
263 Ruben S. Medellin Jr. 2416 S. Gunderson Avenue	16-30-221-024-000	R	9/24/2018 Dump-L	80645-0	\$300.00	\$50.00
264 Juan S. Ramos 1521 S. Highland Avenue	16-20-125-008-000	R	9/24/2018 Roof-L	80646-0	\$29,157.70	\$475.00
265 Cindy Acosta & Jesus Almanza 2834 S. Harvey Avenue	16-29-318-035-000	R	9/24/2018 Impr-L	80647-0	\$500.00	\$40.00
266 Douglas Ostrowski Trustee 3430 S. Euclid Avenue	16-31-229-024-000	R	9/24/2018 Impr-L	80648-0	\$4,485.00	\$135.00
267 Orlene M. Walters 1346 S. Wenonah Avenue	16-19-110-037-000	R	9/24/2018 Impr-L	80649-0	\$2,190.00	\$105.00
268 Don & Virginia Kviz 2340 S. Kenilworth Avenue	16-30-106-032-000	R	9/24/2018 Impr-L	80650-0	\$2,000.00	\$40.00
269 Sixto & Maria Lopez 3738 S. Kenilworth Avenue	16-31-321-031-000	R	9/24/2018 Roof-L	80651-0	\$375.00	\$40.00
270						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

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Name and Address

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Census Class

Permit Issued

Permit #

Cost Of Improvements

Cost Of Permit

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
David Leffel 3214 S. Maple Avenue	16-31-108-035-000	R	9/24/2018 Impr-L	80652-0	\$975.00	\$90.00
271 Emil & Nancy Sauer 3831 S. Euclid Avenue	16-31-421-011-000	R	9/24/2018 Impr-L	80653-0	\$4,450.00	\$135.00
272 1616 LLC 1616 S. Grove Avenue	16-19-306-019-000	R	9/24/2018 Impr-L	80654-0	\$2,580.00	\$150.00
273 Jose & Michelle Villarreal 2435 S. Grove Avenue	16-30-112-029-000	R	9/24/2018 Impr-L	80655-0	\$8,900.00	\$195.00
274 Kenneth R. & Sharon L. Strem 2848 S. Wenonah Avenue	16-30-310-030-000	R	9/24/2018 Impr-L	80656-0	\$5,000.00	\$215.00
275 Francisco Belmonte 1626 S. Oak Park Avenue	16-19-307-029-000	R	9/25/2018 Impr-L	80657-0	\$1,451.91	\$85.00
276 Luis Diaz 1219 S. Clinton Avenue	16-19-105-048-000	R	9/25/2018 Impr-L	80658-0	\$6,848.98	\$165.00
277 Karen S. Mason 6430 W. 27th Street	16-30-410-018-000	R	9/25/2018 Impr-L	80659-0	\$1,360.00	\$40.00
278 Maria J. & Victor A. Barahona 1303 S. Clarence Avenue	16-19-211-012-000	R	9/25/2018 Impr-L	80660-0	\$19,641.00	\$350.00
279						



# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Thomas Thorsen 280 1435 S. Scoville Avenue	16-19-221-015-000	R	9/25/2018 Elec-L	80661-0	\$1,100.00	\$125.00
JVS Leasing, Inc. 281 7109 W. Roosevelt Road	99-99-999-000-049		9/25/2018 Impr-L	80662-0	\$0.00	\$0.00
Roque Tovar & Jennifer Geiger 282 2341 S. Euclid Avenue	16-30-209-016-000	R	9/25/2018 Impr-L	80663-0	\$500.00	\$40.00
Charles E. Evans & Lois E. Ev 283 1908 S. Maple Avenue	16-19-316-022-000	R	9/25/2018 Impr-L	80664-0	\$5,940.00	\$200.00
Baltazar Arguiano 284 2720 S. East Avenue	16-30-409-029-000	R	9/25/2018 Roof-L	80665-0	\$5,520.00	\$140.00
Alfonso Garza Sr. & Marcela G 285 1802 S. Ridgeland Avenue	16-19-415-022-000	R	9/25/2018 Impr-L	80666-0	\$2,900.00	\$105.00
Claudia Nehme Torres 286 3526 S. Maple Avenue	16-31-300-043-000	R	9/25/2018 Impr-L	80667-0	\$3,080.00	\$120.00
Lisa DiPoerro 287 1628 S. Kenilworth Avenue	16-19-305-030-000	R	9/25/2018 Roof-L	80668-0	\$4,000.00	\$125.00
Arturo Arreola 288 1805 S. Gunderson Avenue	16-19-414-002-000	R	9/25/2018 Impr-L	80669-0	\$2,380.00	\$55.00
Claudia Nehme Torres 289 3526 S. Maple Avenue	16-31-300-043-000	R	9/25/2018 Impr-L	80670-0	\$650.00	\$40.00
Blue Line Investment LLC 290 3227 S. Wemonah Avenue	16-31-111-029-000	R	9/26/2018 Bldg-B	9055-1	\$2,000.00	\$515.00

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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

**Name and Address**      **P.I.N.#**      **Census Class**      **Permit Issued**      **Permit #**      **Improvements**      **Cost Of**      **Cost Of**

Name and Address	P.I.N.#	Census Class	Permit Issued	Permit #	Improvements	Cost Of	Cost Of
Nathan J. Carreno & Gwendoly 3809 S. Euclid Avenue	16-31-421-004-000	R	9/26/2018 Bldg-B	9110-0	TURN (2) STORAGE ROOMS IN BMST INTO BEDROOMS ATF; INSTALL BOILERS TO FORCED AIR NEW A/C UNIT. EGRESS SIGNED. A/C CONDENSERS MUST BE LOCATED BEHIND THE HOUSE 3' FROM PROPERTY LOT LINE AND ELECTRICAL METER.	\$4,500.00	\$445.00
291 Adam Borzecki 3843 S. Wesley Avenue	16-31-422-025-000	R	9/26/2018 Bldg-B	9111-0	INTERIOR REMODEL: ADD BEDROOM AND BATHROOM (1 EXISTING, 1 NEW) NEW ELECTRICAL FIXTURES AND UPDATES, PLUMBING, INTERIOR STRUCTURAL ALTERATIONS, DEMOLITION IN KITCHEN AND (1) WALL 1ST FL. REMODEL BATHROOM, BMST, ATTIC. ADD (1) BEDROOM AND (1) NEW BATHROOM!	\$11,360.00	\$865.00
292 Andreas Bougas 6338 W. Ogden Avenue	16-32-130-001-000	C	9/26/2018 Sign-L	80671-0	NEW SIGNAGE FOR BERWYN FOOD AND LIQUOR 25*28. REQUIRES EXTERIOR DISCONNECT.	\$3,850.00	\$250.00
293 Juan A. Cazarez 3738 S. Lombard Avenue	16-32-319-037-000	R	9/26/2018 Impr-L	80673-0	REPLACE (4) WINDOWS IN RES. HOME. (4) TOTAL: (3) IN 1ST FL LIVING ROOM, AND (1) BASEMENT EGRESS WINDOW. EGRESS SIGNED.	\$1,700.00	\$90.00
294 Anne Fiasza 2311 S. Gunderson Avenue	16-30-214-005-000	R	9/26/2018 Roof-L	80674-0	T/O AND RESHINGLE GARAGE ROOF	\$1,650.00	\$40.00
295 Alice Gleason & Brittany Brumb 3825 S. Highland Avenue	16-32-326-011-000	R	9/26/2018 Impr-L	80675-0	CHIMNEY REBUILD	\$8,367.00	\$185.00
296 Marco Dominguez 2442 S. Wesley Avenue	16-30-217-033-000	R	9/26/2018 Impr-L	80676-0	REMODEL THE BASEMENT TO INCLUDE 2 NEW STORAGE ROOM; NEW UTILITY ROOM, EXISTING BATHROOM AND OPEN RECREATIONAL SPACE WITH WINDOWS TO EGRESS CODE ----- NO BEDROOMS IN THE BASEMENT -- ALL WORK TO CODE.	\$3,000.00	\$550.00
297 Pilario Llamas 1431 S. Wenonah Avenue	16-19-119-015-000	R	9/26/2018 Roof-L	80677-0	ROOF REPAIR (3) SQUARES	\$800.00	\$50.00
298 Dalia Zambrano & Jose Luis To 3605 S. Scooville Avenue	16-31-412-002-000	R	9/26/2018 Roof-L	80678-0	TEAR OFF SHINGLES ON HOME ADD (1) NEW LAYER.	\$10,074.00	\$215.00
299							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

Between: 9/1/2018 And 9/30/2018

Census Class Permit # Improvements Cost Of

Name and Address P.I.N. # Issued Permit # Cost Of Permit

Name and Address	P.I.N. #	Issued	Permit #	Improvements	Cost Of	Permit
Christopher Musser 1820 S. Wesley Avenue	16-19-409-027-000	9/26/2018	80679-0	INSTALL 6' IRON GATE BETWEEN PROPERTIES ON SOUTH SIDE-NEIGHBOR PERMISSION ON FILE. JULIE DIG X26822881	\$1,300.00	Fence-L \$135.00
Andrew S. & Maryann Bray 3818 S. Ridgeland Avenue	16-31-424-065-000	9/26/2018	80680-0	TEAR OFF AND RESHINGLE THE HOUSE AND GARAGE - INSTALL A POWER VENT(BY OWNER)	\$12,800.00	Impr-L \$295.00
Jessica A. Holden 1641 S. Ridgeland Avenue	16-20-300-017-000	9/26/2018	80681-0	INSTALL NEW VINYL SIDING OVER THE EXISTING SIDING ON THE GARAGE.	\$3,200.00	Impr-L \$70.00
ABRAHAM ARCE & LISETE M 3728 S. Home Avenue	16-31-319-026-000	9/26/2018	80682-0	R/R EXISTING CONCRETE APRON	\$600.00	Impr-L \$90.00
Scentrix, LLC 1540 S. Kenilworth Avenue	16-19-129-038-000	9/26/2018	80683-0	INSTALL NEW CONCRETE 3*13 AT BOTTOM OF STAIRS, R/R EXISTING CONCRETE SIDEWALK UNDER FRONT WINDOW. JULIE DIG A2692926	\$300.00	Impr-L \$50.00
Saul Zarco 2448 S. Wesley Avenue	16-30-217-035-000	9/26/2018	80684-0	T/O AND RESHINGLE HOUSE ROOF AND REPAIR FRONT BRICK STAIRS	\$6,000.00	Roof-L \$0.00
Octavio Lopez 3640 S. Highland Avenue	16-32-309-023-000	9/26/2018	80685-0	T/O AND RESHINGLE HOUSE ROOF. CALL FOR FINAL INSPECTION.	\$7,650.00	Roof-L \$170.00
Christie De La Torre 6547 W. Sinclair Avenue	16-31-225-018-000	9/26/2018	80686-0	REPAIR - SOFFIT ABOVE 2ND FLOOR STAIRS, 2ND FLOOR STAIRS AND HANDRAIL , 1ST FLOOR STAIRS AND HANDRAILS AND FENCE. REPLACE GARAGE ROOF SHINGLES, ROTTEN FASCIA AND SOFFIT.	\$6,900.00	Impr-L \$265.00
Rose Luis Jaimas 3631 S. Grove Avenue	16-31-315-011-000	9/26/2018	80687-0	REPAIR TO GARAGE, REPLACE ANY DAMAGED WIRE, OUTLETS, LIGHT FIXTURES. REPLACE SIDING, REPLACE OVER HEAD DOOR, REPLACE WINDOWS, REPLACE ROOF SHINGLES.	\$7,500.00	Impr-L \$280.00
Jesus Lopez 2125 S. Clinton Avenue	16-19-329-010-000	9/26/2018	80688-0	REMOVE THE FENCES ON THE NORTH AND SOUTHSIDE OF THE PROPERTY AND INSTALL A 5FT + 1FT OPEN LATTICE WOOD FENCE ON THE NORTH SIDE AND A 6FT WOOD FENCE ON THE SOUTHSIDE OF THE PROPERTY AND 2 GATES.	\$6,200.00	Fence-L \$135.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Monday, October 01, 2018

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**Name and Address**      **P.I.N. #**      **Census Class**      **Permit Issued**      **Permit #**      **Cost Of Improvements**      **Cost Of Permit**

Merritt Homes Inc 6535 W. 16th Street 310	16-19-228-039-000	R	9/27/2018	Bldg-B	9109-0	\$190,000.00	\$5,790.00
Tommaso Romano 1910 S. Scoville Avenue 311	16-19-420-019-000	R	9/27/2018	Gar-B	9112-0	\$4,500.00	\$100.00
Rebecca & Sandy Ameson 3742 S. Wisconsin Avenue 312	16-31-317-019-000	R	9/27/2018	Bldg-B	9113-0	\$30,000.00	\$2,470.00
Callejano Herrera 3608 S. Ridgeland Avenue 313	16-31-414-023-000	R	9/27/2018	Plum-L	79039-1	\$0.00	\$50.00
Jose & Norma Mendoza 2621 S. Clarence Avenue 314	16-30-403-013-000	R	9/27/2018	Impr-L	80689-0	\$8,255.00	\$195.00
Canelo & E. Ferrusquilla 1920 S. Highland Avenue 315	16-20-322-024-000	R	9/27/2018	Impr-L	80690-0	\$1,600.00	\$50.00
NCH Ventures, LLC 3246 S. Oak Park Avenue 316	99-99-999-000-028	C	9/27/2018	Plum-L	80691-0	\$5,500.00	\$200.00
Miguelio Llamas 1431 S. Wenonah Avenue 317	16-19-119-015-000	R	9/27/2018	Elec-L	80692-0	\$3,500.00	\$105.00
Kenneth Wartenberg 1513 S. Wenonah Avenue 318	16-19-127-006-000	R	9/27/2018	Impr-L	80693-0	\$250.00	\$40.00
ADB Properties LLC 6945 W. Stanley Avenue 319	16-31-112-027-000	R	9/27/2018	Impr-L	80694-0	\$5,400.00	\$40.00

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Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
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Jose Martinez-Avalos 2529 S. Harvey Avenue 320	16-29-127-012-000	R	9/27/2018 Fence-L	80695-0	\$1,000.00	\$50.00
Nancy L Oesterrich 3324 S. Clinton Avenue 321	16-31-124-016-000	R	9/27/2018 Impr-L	80696-0	\$8,670.00	\$195.00
Lisa M. Przewoznik & Stella Co 2117 S. Cuyler Avenue 322	16-20-330-005-000	R	9/28/2018 Roof-L	80697-0	\$10,290.00	\$215.00
J & J Burns 1538 S. Euclid Avenue 323	16-19-224-038-000	R	9/28/2018 Impr-L	80698-0	\$1,395.00	\$40.00
James Belousek 1632 S. Home Avenue 324	16-19-303-029-000	R	9/28/2018 Impr-L	80699-0	\$3,495.00	\$70.00
Lucas M. Zenk 1939 S. East Avenue 325	16-19-420-014-000	R	9/28/2018 Impr-L	80700-0	\$1,195.00	\$40.00
Herbert E. Gombert 6433 W. 34th Street 326	16-31-228-023-000	R	9/28/2018 Impr-L	80701-0	\$1,295.00	\$40.00
Annabel Medina & Peter Diven 7128 W. 35th Street 327	16-31-300-045-000	R	9/28/2018 Roof-L	80702-0	\$7,800.00	\$170.00
Jose Delgadillo 2725 S. Highland Avenue 328	16-29-310-011-000	R	9/28/2018 Roof-L	80703-0	\$4,000.00	\$150.00
STEPHANIE D. NANCE 1501 S. Wisconsin Avenue 329	16-19-126-001-000	R	9/28/2018 Plum-L	80704-0	\$6,500.00	\$215.00
Jorge & Janetti Cruz 3642 S. Kenilworth Avenue 330	16-31-313-012-000	R	9/28/2018 Impr-L	80705-0	\$100.00	\$40.00

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Census Class Issued Permit # Improvements Cost Of

Name and Address P.I.N. # Permit # Cost Of Permit

Name and Address	P.I.N. #	Census Class	Issued	Permit #	Improvements	Cost Of Permit
Mary Hathcoat 1339 S. Wesley Avenue	16-19-210-018-000	R	9/28/2018	Fence-L 80706-0	\$150.00	\$50.00
David Zacarias 2330 S. Cuyler Avenue	16-29-108-034-000	R	9/28/2018	Impr-L 80707-0	\$0.00	\$100.00
Rose Serrano 2625 S. Grove Avenue	16-30-306-014-000	R	9/28/2018	Impr-L 80708-0	\$500.00	\$90.00
Carlos Santiago 1547 S. Oak Park Avenue	16-19-224-048-000	C/R	9/28/2018	Impr-L 80709-0	\$9,800.00	\$160.00
Valentin G. Diaz & Claudia Diaz 3818 S. Wisconsin Avenue	16-31-325-020-000	R	9/28/2018	Roof-L 80710-0	\$6,280.00	\$155.00
Hector Hernandez 7015 W. 29th Place	16-30-316-030-000	R	9/28/2018	Roof-L 80711-0	\$2,800.00	\$125.00
Maria C. Villegas 1320 S. Ridgeland Avenue	16-19-215-031-000	R	9/28/2018	Impr-L 80712-0	\$2,800.00	\$105.00
Daniel Ramos 3225 S. Wesley Avenue	16-31-217-012-000	R	9/28/2018	Impr-L 80713-0	\$750.00	\$140.00

338 Building and Local Improvement Permits Issued During Period **Totals** \$2,013,523.82 \$66,270.00