



# **City of Berwyn**

## **City Council Meeting**

**July 10, 2012**

**BERWYN CITY COUNCIL MEETING**  
**JULY 10, 2012**

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

ROBERT J. LOVERO  
MAYOR

THOMAS J. PAVLIK  
CITY CLERK

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**AGENDA**

ROLL CALL

- (A) PLEDGE OF ALLEGIANCE - MOMENT OF SILENCE
- (B) OPEN FORUM - (TOPIC MUST NOT BE ON THE AGENDA)
- (C) PRESENTATION OF PREVIOUS MEETINGS MINUTES FOR APPROVAL
  - 1. REGULAR MEETING 6/24/12 - COW-6/24/12
- (D) BID OPENING-TABULATIONS
- (E) BERWYN DEVELOPMENT CORP.-BERWYN TOWNSHIP/HEALTH DISTRICT
  - 1. BDC-TIF APPLICATION-MICHAEL ANTHONY'S, 6434 OGDEN AVE.
  - 2. BDC-TIF APPLICATION-CIGARS AND STRIPES, 6715 OGDEN AVE.
- (F) REPORTS AND COMMUNICATIONS FROM THE MAYOR
- (G) REPORTS AND COMMUNICATIONS FROM THE CITY CLERK
  - 1. APPOINTMENT AND SWEARING IN OF NEW DEPUTY CLERK-RUTH WASIUKIEWICZ
  - 2. APPROVAL OF CLOSED COW MINUTES OF-3/27/12, 4/10/12, 4/12/12 & 6/12/12
  - 3. RIDE FOR LIBERTY 2012
- (H) COMMUNICATIONS FROM (ZONING) BOARD OF APPEALS
- (I) REPORTS AND COMMUNICATIONS FROM ALDERMEN, COMMITTEES OTHER BOARDS AND COMMISSIONS
- (J) STAFF REPORTS
  - 1. POLICE CHIEF-REQUEST TO HIRE THREE (3) POLICE OFFICERS
  - 2. PROJECT OPERATIONS MANAGER-CONTRACT AWARD -CLEANING EXISTING HVAC AT SOUTH FIRE STATION-6436 WINDSOR AVENUE
  - 3. FINANCE DIR- 2011 (CAFR) COMPREHENSIVE ANNUAL FINANCIAL REPORT

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

1. BUDGET CHAIR-PAYROLL-7/3/12-\$1,082,742.63
2. BUDGET CHAIR-PAYABLES-7/10/12-\$1,488,932.66
3. BUILDING DEPT.-BUILDING AND LOCAL IMPROVEMENT PERMITS FOR
4. BLOCK PARTY-3200 BLOCK OF HOME - 7/28/12-RAIN DATE 7/29/12
5. BLOCK PARTY-1400 BLOCK OF CUYLER AVE- 8/18/12-RAIN DATE 8/25/12
6. BLOCK PARTY-1600 BLOCK OF HOME - 7/28/12-RAIN DATE-8/4/12
7. BLOCK PARTY-1600 BLOCK OF CLINTON-7/21/12-RAIN DATE-7/28/12
8. BLOCK PARTY-3400 BLOCK OF HOME-7/21/12-RAIN DATE-7/22/12
9. BLOCK PARTY-1800 BLOCK OF CLINTON-7/28/12-RAIN DATE-8/4/12
10. BLOCK GARAGE SALE-1800 BLOCK OF CLINTON-7/14/12 & 7/15/12
11. ST MICHAEL AND ALL ANGELS RUMMAGE SALE-7/7/12 & 7/8/12
12. ST. LEONARD 3rd ANNUAL BLOCKTOBERFEAST-10/6/12-8:30-10:00 PM-RAIN DATE 10/7/12-8:30 AM TO 10:00 PM
13. NEWLIFE COMMUNITY CHURCH-YEARLY RUMMAGE SALE-1900 S. OAK PARK-8/4/12-9:00AM TO 4:00PM
14. LECTURA MONTESSORI SCHOOL-GARAGE SALE-7/7/12
15. BLOCK PARTY-1900 BLOCK OF HARVEY-7/21/12

ITEMS SUBMITTED ON TIME 24

  
THOMAS J. PAVLIK - CITY CLERK

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



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(Consent Agenda) continued

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



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

ROBERT J. LOVERO  
MAYOR

THOMAS J. PAVLIK  
CITY CLERK

MINUTES BERWYN  
CITY COUNCIL  
JUNE 26, 2012



1. The regular meeting of the Berwyn City Council was called to order by Mayor Lovero at 8:03 p.m. Upon the call of the roll, the following responded present: Chapman, Boyajian, Paul, Skryd, Santoy, Polashek, Avila and Laureto.
2. The Pledge of Allegiance was recited and a moment of silence was had for the family of the deceased Pete Anzadua, Sr., father of Benefits Administrator Yadira Franco; Paul Tarsitano, brother-in-law of Fire Department Battalion Chief Mario Manfredini and for the Men and Women on the streets of Berwyn protecting our safety, along with the Men and Women in the Armed Forces.
3. The Open Forum portion of the meeting was announced. The Mayor recognized Public Works Director Schiller who informed the council that he has given Waste management permission to start pick-ups at 6:00 in an effort to allow their employees to get a jump with the excessive heat predicted. Alderman Avila spoke regarding North Berwyn Park District Fiesta Nuestras Raices on Saturday June 30, 2012 Noon-9 p.m. Alderman Chapman invited all to the next Depot District Cruise Nites on July 17, 2012.
4. The minutes of the Berwyn City Council Meeting and the Committee of the Whole held on June 12, 2012 were submitted. Thereafter, Skryd made a motion, seconded by Boyajian, to concur and approve as submitted. The motion carried by a voice vote.
5. The Mayor submitted a Proclamation regarding the 50<sup>th</sup> anniversary of the 2900 Block of Maple Ave. Block Party on July 4, 2012. Thereafter, Skryd made a motion, seconded by Chapman, to **adopt** the Proclamation as presented. Motion carried by a voice vote.
6. Fire Chief O'Halloran submitted a communication regarding the introduction and swearing in of newly appointed Probationary Firefighter/Paramedic Michael Koukol, due to vacancy of recent promotions. Avila made a motion, seconded by Skryd, to concur and approve the appointment as submitted. The motion carried by a voice vote. Thereafter, Clerk Pavlik administered the oath of office.

BERWYN CITY COUNCIL MINUTES  
June 26, 2012

7. The Director of Community Development submitted a Resolution entitled:

**A RESOLUTION APPROVING THE CITY OF BERWYN'S "PROGRAM YEAR 2012-THIRTEENTH YEAR ACTION PLAN" FOR COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") FUNDS AND FOR AUTHORIZATION TO SUBMIT SAME TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ("HUD")**

Thereafter, Skryd made a motion, seconded by Chapman, to concur and **adopt** the Resolution as presented and authorize the corporate authorities to affix their signatures thereto. The motion carried by a unanimous roll call vote.

8. Public Works Director Schiller submitted a communication regarding a recommendation to award bid for 2012 Water and Sewer Utility Maintenance to Unique Plumbing Co. Thereafter, Boyajian made a motion, seconded by Avila, to concur and approve in an amount not to exceed \$188,510. The motion carried by a unanimous roll call vote.
9. Public Works Director Schiller submitted a communication regarding a recommendation to award bid for Dump Body Replacement for M-17 to Monroe Truck Equipment. Boyajian made a motion, seconded by Skryd, to concur and approve in an amount not to exceed \$12,443. The motion carried by a unanimous roll call vote.
10. The Consent agenda Items K-1 thru K-15 were submitted:

- K-1 Budget Chair-Payroll-6/20/12-\$960,658.11-Approve
- K-2 Budget Chair-Payables- 6/26/12-\$481,976.92-Approve
- K-3 Vanguard-MacNeal Hospital-Inaugural Get Healthy/Go Green Health Fair 5K Walk 8/25/12 9 a.m.-3 p.m. Euclid parking lot
- K-4 Vanguard-MacNeal Hospital-Farmers Market Oak Park Ave. Courtyard 7/13/12
- K-5 Vanguard-MacNeal Hospital-Annual Picnic 8/24/12
- K-6 Laureto-Handicapped Sign-L. Zayas 1238 Kenilworth-Approve
- K-7 Polashek-Handicapped Sign-A. Rivera-1919 Euclid-Approve
- K-8 Boyajian-Handicapped Sign-B. Laskero-3809 Scoville-Deny
- K-9 Clerk-Handicapped Sign-L. Kelly-1810 Lombard-Approve
- K-10 Block Party-1800 Block Home Ave-7/21/12
- K-11 Block Party-2400 Block Scoville-7/28/12, rain date 8/4/12
- K-12 Block Party-6400 Block 33<sup>rd</sup> St.-7/21/12

BERWYN CITY COUNCIL MINUTES  
June 26, 2012

K-13 Block Party-3100 Block Home Ave-8/4/12

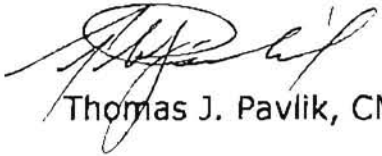
K-14 Block Party-2100 Block Highland-7/14/12, rain date 7/21/12

K 15 Block Party-2500 Block Cuyler-7/21/12, rain date 7/22/12

Thereafter, Avila made a motion, seconded by Skryd, to concur and approved by Omnibus vote designation. Motion carried by a voice vote.

11. Alderman Skryd called an Administration Committee meeting for Monday July 16, 2012 at 5:30 p.m.
12. There being no further business to come before the meeting, same was after a motion by Laureto, seconded by Avila, to adjourn at the hour of 8:18 p.m. The motion carried by a voice vote.

Respectfully submitted,



Thomas J. Pavlik, CMC

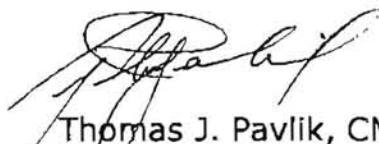
City Clerk



**MINUTES  
BERWYN CITY COUNCIL  
COMMITTEE OF THE WHOLE  
JUNE 26, 2012**

1. Mayor Lovero called the Committee of the Whole to order at 7:02 p.m., upon the call of the roll; the following responded present: Chapman, Boyajian, Paul, Polashek, Avila, and Laureto. Absent: Skryd and Santoy. Thereafter, Avila made a motion, seconded by Boyajian, to excuse Alderman Skryd and Alderman Santoy. The motion carried.
2. There being no business for the Open Committee of the Whole, the Mayor asked for a motion to go into Closed Session for Pending Litigation and review of Closed Minutes. Thereafter, Boyajian made a motion, seconded by Polashek, to close the Committee of the Whole at 7:03 P.M. Motion carried.
3. A Motion was made in Closed Session to re-open the Committee of the Whole by Polashek, seconded by Chapman, at 8:00 P.M. The motion carried.  
**NOTE:** Santoy present in Closed Session at 7:05 and Skryd present at 7:26 P.M.
4. A motion was made by Avila, seconded by Chapman, to adjourn the Committee of the Whole at 8:00 P.M. The motion carried by a voice vote.

Respectfully submitted,

  
Thomas J. Pavlik, CMC  
City Clerk



## **D. Bid Openings Tabulations**



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



July 10, 2012

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

**Re: TIF application – Michael Anthony’s, 6434 Ogden Ave.**

Dear Mayor and City Council,

The Berwyn Development Corporation’s (BDC) Board of Directors recommend approval of the below specified TIF monies regarding Michael Anthony’s project costs.

TIF assistance will be applied to rehabilitation of the 6,000 sq. ft. property. Total costs for the project are estimated at \$15,131. The applicant has owned this business since 2008. It is a full service bar and restaurant. The TIF scope of work includes, but not limited to, signage including electrical, for lights under canopy and lighting board, and new canopy. A revenue forecast shows that the business would produce \$112,580 in tax revenue over the next five years.

Based on this information, the City Council is being asked to approve TIF monies to pay only the eligible costs associated with this project up to a maximum of \$7,565.62. Approval is contingent upon the applicant receiving all appropriate City permits.

With the consent of City Council, Michael Anthony’s can commence work on their project and contribute to the revitalization efforts taking place on Ogden Avenue.

Respectfully submitted for your consideration,

Anthony W. Griffin







July 10, 2012

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

**Re: TIF application – Cigars and Stripes, 6715 Ogden Ave.**

Dear Mayor and City Council,

The Berwyn Development Corporation's (BDC) Board of Directors recommend approval of the below specified TIF monies regarding Cigars and Stripes' project costs.

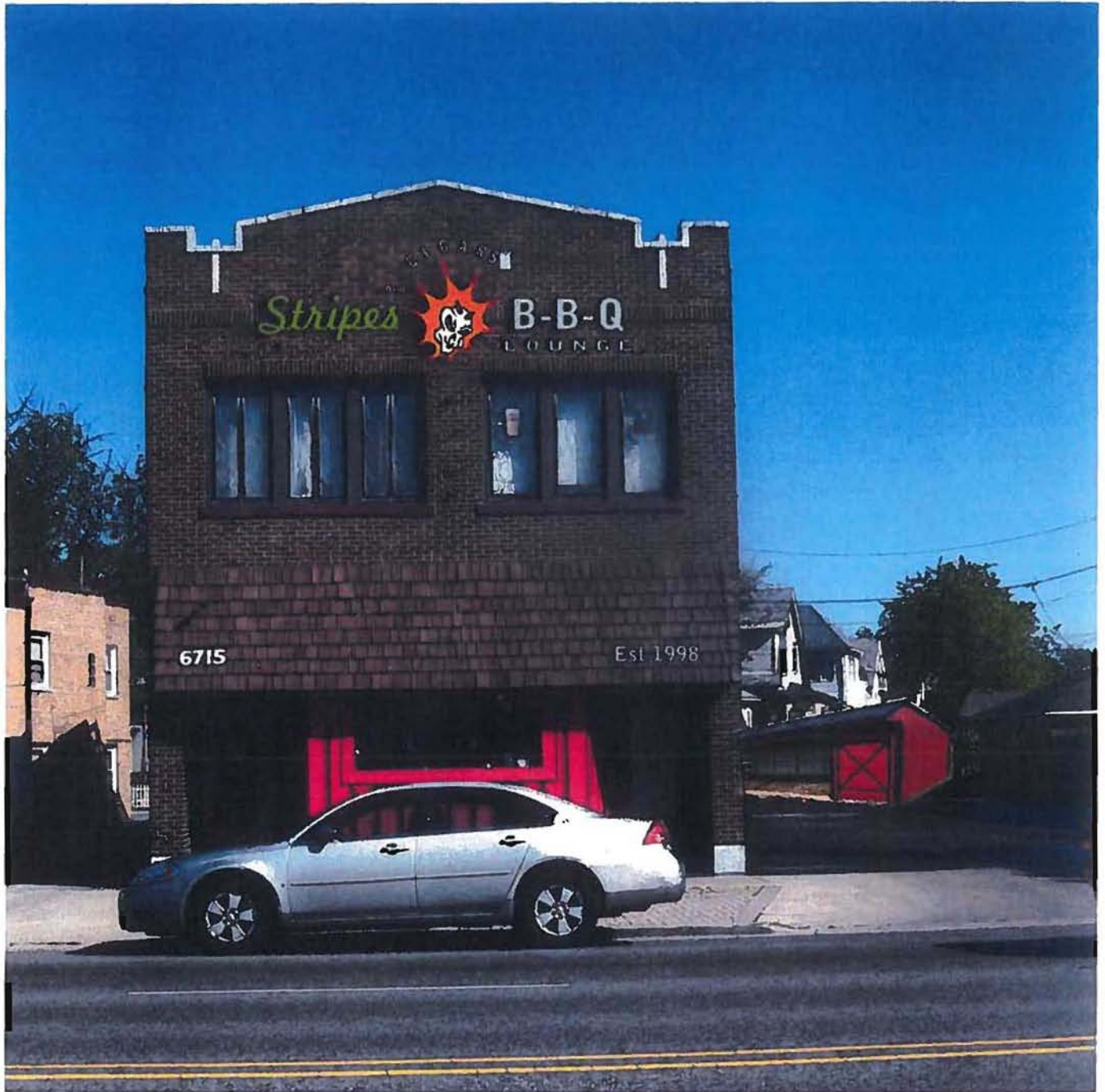
TIF assistance will be applied to rehabilitation of the 2,500 sq. ft. property. Total costs for the project are estimated at \$75,000. The applicant has been in business at this location since 1998. It is a full service lounge and cigar shop, offering a variety of specialty nights and foods. The applicant has recently had great success with his food products, particularly his wings utilizing a smoker. With this work, the applicant would like to expand his kitchen, add additional seating areas to the rear and beer garden, and open up the front with storefront windows. A revenue forecast shows that the business would produce \$86,209 in tax revenue over the next five years.

Based on this information, the City Council is being asked to approve TIF monies to pay only the eligible costs associated with this project up to a maximum of \$43,000. Approval is contingent upon the applicant receiving all appropriate City permits.

With the consent of City Council, Cigars and Stripes can commence work on their project and contribute to the revitalization efforts taking place on Ogden Avenue.

Respectfully submitted for your consideration,

Anthony W. Griffin







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



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

**The City of Berwyn**



**Thomas J. Pavlik**  
City Clerk

G-1

**A Century of Progress with Pride**

8700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

July 6, 2012

To: Mayor and City council members

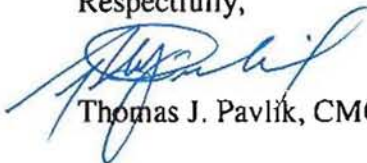
From: Tom Pavlik, City Clerk

Re: Appointment and Swearing in of new Deputy City Clerk Ruth Wasiukiewicz

Ladies and Gentleman,

It is with great pleasure I introduce new Deputy City Clerk Ruth Wasiukiewicz to fill a vacancy created by Janet Pechota, who abandoned her position. Ms. Wasiukiewicz will assume the role of 2<sup>nd</sup> Deputy in the Clerk's Office. Deputy Clerk Linda Degutis will now serve as Secretary to Berwyn City Council. Please accept this matter as informational.

Respectfully,

  
Thomas J. Pavlik, CMC

**The City of Berwyn**



**Thomas J. Pavlik**  
City Clerk

**A Century of Progress with Pride**

8700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2675  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

Date: July 6, 2012

To: Mayor and City Council

From: Tom Pavlik, City Clerk

Re: Approval of Closed COW Minutes of 3-27-12, 4-10-12, 4-24-12 and 6-12-12

Ladies and Gentleman;

I request your concurrence on approving the Closed Committee of the Whole Minutes of March 27, 2012, April 10, 2012, April 24, 2012 and June 14, 2012 as reviewed in Closed Session on June 26, 2012.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Pavlik", is written over the typed name. The signature is fluid and cursive.

Thomas J. Pavlik, CMC

**The City of Berwyn**



**Thomas J. Pavlik**  
City Clerk

G-3

**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

July 6, 2012

To: Mayor and Members of City Council

From: Tom Pavlik, City Clerk

Re: Ride for Liberty 2012

Ladies and Gentlemen,

Attached you will find a request from Edge Alliance, a nonprofit organization supporting Chicagoland Veterans. On August 5, 2012, Marine Corps Veteran Dwight Hora (former Berwyn native) will be on the third leg of his 9,000-mile cross-country ride and will be riding from Berwyn to Chicago. With the cooperation of the Combined Veterans of Berwyn and sponsorship by the Berwyn Park District, riders will stage at Proska Park, starting at 9 A.M., with a Cookout and Ceremony 10 A.M.-12:15 P.M., followed by The Ride at 12:30 P.M. from Proska Park Home Ave. south, to Ogden Ave. and eastbound on Ogden into Chicago. In cooperation, I request the closure of Wisconsin Ave. 29<sup>th</sup> Pl. to 31<sup>st</sup> Street from 9 A.M.-1 P.M. to stage the participants, with NO Parking signs posted on the eastside of Wisconsin. I request the Berwyn Police and Fire Departments to escort the riders and secure the route for The Ride, starting at 12:30 P.M. I invite all the Elected Official and residents of Berwyn, to join in to support this great cause on August 5, 2012 and to line to route through Berwyn, in support, as a glorious send off.

Your concurrence to grant permission is requested. Thank you for your consideration of this matter.

Sincerely,

Thomas J. Pavlik, CMC





# EdgeAlliance™

REVOLUTIONIZING NONPROFITS. TRANSFORMING LIVES

June 26, 2012

Tom Pavlik  
Berwyn City Clerk  
6700 West 26 Street  
Berwyn, IL 60402

*Celebrating*  
**20 YEARS**  
1992 - 2012

Dear Tom,

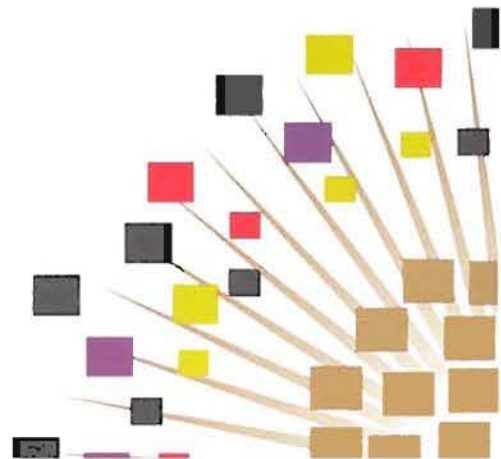
On Sunday, **August 5, 2012**, EdgeAlliance volunteer and Marine Corps Veteran Dwight Hora will make his way to the Chicagoland area on the third leg of his 9,000-mile cross-country **Ride for Liberty** in support of homeless Veterans.

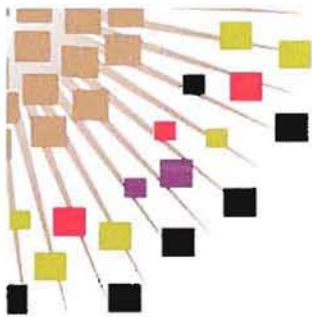
EdgeAlliance, a Chicago non-profit housing provider, requests the support and partnership of the City of Berwyn in organizing a short ride for Dwight and local riders that would begin at Proksa Park (3001 Wisconsin Berwyn, IL) and end at the EdgeAlliance campus in North Lawndale (1236 S. Kedzie Chicago, IL). Riders would gather at Proksa Park at 10:00 AM and begin the ride at 12:15 PM. The route would take Home Avenue to Ogden Avenue and Ogden Avenue to Kedzie Avenue.

As a recognized supporter of Veterans and Veterans issues, we believe the City of Berwyn is the ideal location to begin our ride. We hope you will consider our request for the use of Proksa Park and the aforementioned route and we look forward to hearing from you.

Regards,

Jim Flosi  
Founder & CEO





**EdgeAlliance**

## DWIGHT HORA IS ON A MISSION...

To learn more about EdgeAlliance visit [www.edgealliance.org](http://www.edgealliance.org)

**START DATE**  
8/1/2012

**END DATE**  
9/9/2012

**BEGIN:**

Beaufort, SC (8/1)

Nashville, TN (8/3)

**Berwyn/Chicago, IL (8/5)**

Sturgis, SD (8/8-8/10)

Salt Lake City, UT (8/12-8/14)

San Francisco, CA (8/16-8/19)

San Diego, CA (8/21-8/22)

Phoenix, AZ (8/24-8/25)

Albuquerque, NM (8/27-8/28)

Dallas, TX (8/30-9/1)

Jackson, MS (9/3-9/4)

Tallahassee, FL (9/6-9/8)

Beaufort, SC (9/9)

**CONTACTS:**

Dwight Hora

[horadm@hotmail.com](mailto:horadm@hotmail.com)

843-338-8031

Allen Hailey

[ahailey@edgealliance.org](mailto:ahailey@edgealliance.org)

773-359-0133

212 East Ohio, Suite 500

Chicago, IL 60611

To bring hope to homeless Veterans the best way he knows how: **ON HIS HARLEY**

Beginning August 1st, 21-year Marine Corps Vet Dwight Hora will embark on the ride of his life in tribute to our country's Veterans!

On his cross-country journey, Dwight will raise funds for Chicago nonprofit EdgeAlliance and its two Veterans projects — **The Liberty and Alpha House**. Help build a home for homeless Veterans and generate much needed awareness for Veterans' issues.

Support Chicago Veterans & EdgeAlliance's Growing Veterans Projects

**SIGN-UP FOR THE BERWYN-CHICAGO RIDE!**  
**Sunday, August 5**

10:00 am – 12:15 pm

**Cookout and Ceremony**

*Proksa Park - Berwyn, IL*

12:30 pm – 1:30 pm

**The Ride**

2:00 pm – 3:00 pm

**Welcome Rally**

*EdgeAlliance campus - 1236 S. Kedzie, Chicago, IL*

\*To buy your ticket, visit [www.ticketleap.com](http://www.ticketleap.com)  
Keyword: EdgeAlliance

**DONATE.**

Visit [www.edgealliance.org](http://www.edgealliance.org) to make a donation to the Ride for Liberty!

**FOLLOW DWIGHT.**

Follow Dwight's ride on Twitter @seeDwightgo





# RIDE FOR LIBERTY

Beaufort, SC (8/1)

San Diego, CA (8/21-8/22)

Nashville, TN (8/3)

Phoenix, AZ (8/24-8/25)

Berwyn  
Chicago, IL (8/5)

Albuquerque, NM (8/27-8/28)

Sturgis, SD (8/8-8/10)

Dallas, TX (8/30-9/1)

Salt Lake City, UT (8/12-8/14)

Jackson, MS (9/3-9/4)

San Francisco, CA (8/16-8/19)

Tallahassee, FL (9/6-9/8)

**Beaufort, SC (9/9)**

START DATE 8/1/2012

2 0 1 2

END DATE 9/9/2012

[www.edgealliance.org](http://www.edgealliance.org)

VETERANS OF



FOREIGN WARS



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



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



## **J. Staff Reports**





Mayor  
Robert J. Lovero

**BERWYN POLICE DEPARTMENT**  
"Serving with Pride"



Chief of Police  
James D. Ritz

July 2, 2012

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

**RE: REQUEST TO HIRE THREE (3) POLICE OFFICERS**

Dear Mayor Lovero:

The Berwyn Police Department, in its continuing effort to provide the citizens of Berwyn a safe community in which to live, work and play, is respectfully requesting your approval for the hiring of three (3) sworn police officers. The vacancies were created by two (2) recent service retirements and one (1) department resignation.

The hiring will take place from the current Police Eligibility list established on February 7, 2012. The positions are currently approved for in the police department budget, and meet all hiring guidelines of the IMPA collective bargaining agreement.

Please contact me at anytime if you have further questions regarding this request. Thank you for your time and consideration.

Respectfully,

James D. Ritz  
Chief of Police

CC: Mr. Tony Laureto, City of Berwyn Fire and Police Commission

J-2



A Century of Progress with Pride

July 5, 2012

To: Mayor Robert J. Lovero  
Members of City Council

Re: **Contract Award to Reconfigure, Insulate, Repair and Clean Existing HVAC  
Duct System at the South Fire Station Located at 6434 Windsor Avenue**

In accordance with the above mentioned RFP, staff has concluded its due diligence on the prospective contractors and is prepared to make its recommendation for award of the contract.

**Background**

The South Fire House has been chronically plagued by condensation resulting from the lack of proper insulation on the building's duct work. In order to solve this problem, the City issued a request for proposal to reconfigure, insulate and clean the HVAC system.

The RFP resulted in two respondents for the contract. The bids were as follows:

- SMK Heating & Cooling: \$20,000  
Alternate Bid: \$27,000
- Martin-Aire Heating & Cooling: \$55,300  
Alternate Bid: \$29,700

**Bid Review**

Due to the complexity of the project, staff engaged Engineering Solutions Team as an independent third-party consultant to review the project, bids, supplies and firms. On June 28<sup>th</sup>, Engineering Solutions submitted the attached report which summarizes their review process:

- Review of Contract Documents
- Site Visit to Fire House
- Inquiry of the Suppliers
- Interview of the Prospective Bidders
- Measurements of Existing Duct Work
- Recommendation

Based on the age of the company, the depth of the company, the presentation of alternates in the bid, and the understanding of requirements for the duct work relocation/repairs, Engineering Solutions Team deemed that Martin-Aire's alternate bid was in the best interest of the City.

**Staff Recommendation**

Therefore, staff recommends that City Council select Martin-Aire Heating & Cooling's alternate bid in an amount not to exceed \$29,700.

Respectfully submitted for your consideration,

Evan K. Summers  
Project Operations Manager



## **ENGINEERING SOLUTIONS TEAM**

4925 Forest Avenue, Downers Grove, IL. 60515

630-515-1785 [www.engineeringsolutionsteam.net](http://www.engineeringsolutionsteam.net)

June 28, 2012

Mr. Evan K Summers  
Operations Project Manager  
City of Berwyn  
6700 West 26<sup>th</sup> Street  
Berwyn, IL. 60402

SUBJECT: South Fire Station HVAC Duct System  
Reconfigure, Insulate, Repair, and Cleaning of Existing HVAC Duct System  
Engineering Analysis of the Specifications and the Bids

Dear Mr. Summers:

Per your request, we have performed an engineering analysis on the total status of the following Project:

**Reconfiguration, Insulate, Repair, and Cleaning of the Existing HVAC Duct System for the South Fire Station located at 6434 Windsor Avenue.**

### The Engineering Review Process:

- Review the Contract Documents.
- Visit the Fire Station and ask questions.
- Discuss the project with suppliers.
- Discuss the project with the 2 bidders.
- The Insulation Quantities.
- Conclusion

### Review the Contract Documents:

Review of the contract specifications yielded the following observations:

- The specified insulation, "1" thick closed-cell, flexible insulation with continuous vapor barrier" did not seem to be the most cost-effective material for this application.



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[www.engineeringsolutionsteam.net](http://www.engineeringsolutionsteam.net)

Visit the Fire Station and ask questions:

I visited the fire station on 6-20-12. The weather was warm and the AC was operating. During the visit, the condensation was dripping through the existing insulation onto the beds in the dayroom. It is apparent that this is a problem that should be corrected immediately. The dripping condensation is a significant hazard and inconvenience. This current situation will propagate mold growth.

I also observed that a large percentage of the current duct work is directly connected to an outside wall and/or the ceiling. There is no insulation on the ducts where they are directly connected to wall and ceiling. It is assumed by this writer that the existing ductwork is attached to the walls and ceiling by sheet metal screws or some similar attachment.



*Overview of HVAC Ductwork*



*Close-up of HVAC Ductwork*

Discuss the Project with suppliers:

I talked with Steve Firken of Johns Manville on 6-22 and on 6-26. Steve is familiar with this project and offered the following opinions:

- The specified insulation, "1" thick closed-cell, flexible insulation with continuous vapor barrier" is not the most cost-effective material for this application.

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- Mr. Firken recommended the following products:
  1. Microlite XG, type 75, 2.33"thick. This will provide an R-value of 6.5. This product is delivered in a 4-foot roll and is 75-feet in length. The cost for such roll is \$109.00.
  2. Microlite XG, type 75, 3" thick. This will provide an R-value of 8.3. This product is delivered in a 4-foot roll and is 50-feet in length. The cost for such roll is \$121.46
- I explained to Mr. Firken how the ductwork is directly attached to the walls and ceiling. Mr. Firken was not aware of this detail and he expressed concern. He stated that all ducts would need to be moved away from the walls and ceiling by probably 4" or 5". All the ducts would then need to be cleaned well of all existing mold. New hangers would need to be installed. The old sheet metal screw holes would require to be patched before wrapping. The ductwork would then need to be completely wrapped and sealed.

### Discuss the project with the 2 bidders:

- I talked with Mr. Martin Mendicino of Martin-Aire on 6-21 and 6-25. Mr. Mendicino understood quite well what would be involved with the project. He realized that the existing ducts would need to be moved away from the ceiling and the wall. He understood that the specified insulation was not the best recommendation for this use. Additionally, he intended to patch the screw holes with insulated tape before the final wrapping process. He indicated that this is required on various projects. The alternate bid by Martin-Aire appeared to be fair and reasonable.
- I talked with Mr. Simon Lee of SMK Heating & Cooling on 6-22. Mr. Lee's company seems to be quite a bit smaller than Martin-Aire. Mr. Lee seemed very willing to accommodate the City. He seemed not quite as knowledgeable about the extent of the relocated ductwork. He did not plan on patching the screw-holes before the insulation process. Analysis of the SMK bid indicated; if adding all of the SMK indicated options, and then the SMK actual price was very close to the alternate bid price submitted by Martin-Aire.

### The insulation quantities:

The HVAC ductwork was measured during the site visit. Quantities were developed in the office. Estimated insulation rolls required are as follows:

- Microlite XG, type 75, 2.33"thick. This will provide an R-value of 6.5 = 10 rolls.

## **ENGINEERING SOLUTIONS TEAM**

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- Microlite XG, type 75, 3" thick. This will provide an R-value of 8.3 = 14 rolls.

### Conclusion:

Based on the age of the company, the depth of the company, the presentation of alternates in the bid, and the understanding of what are required for the duct relocation and duct repairs; I would be more comfortable with Martin-Aire to perform the work.

Whoever; the City decides to select; I would strongly urge that a project understanding meeting be conducted before executing contracts.

### Additional Assistance:

Engineering Solutions Team has the capability and would be pleased to perform the following services for the City, if necessary:

- Procurement and contracting assistance, assistance with the final scope of work, review of the contractor's final pricing.
- Construction inspection, management, approval of pay requests, and construction coordination.

I look forward to continuing to assist you and The City of Berwyn. If you have further thoughts or questions, please do not hesitate to contact me.

Sincerely,

Edward J Kalina, PE  
Project Engineer

Cc: Mr. Brian Pabst, City Administrator



The City of Berwyn  
J-3



John Wysocki  
Finance Director

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 (708) 788-0273  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

To: Mayor Robert J. Lovero and City Council

From: John Wysocki *John Wysocki*

Subject: 2011 CAFR

Date: July 6, 2012

Attached is a copy of the City of Berwyn's 2011 Comprehensive Annual Financial Report ("CAFR"). Also attached is a communication from Crowe Horwath, the accounting firm that performed the 2011 audit, which summarizes their work and results. John Weber, CPA, a partner with Crowe Horwath, and I will be at the July 10 Committee of the Whole meeting to discuss the report and the audit and answer any questions that you may have.

To the Honorable Mayor and  
Members of the City Council  
City of Berwyn, Illinois

Professional standards require that we communicate certain matters to keep you adequately informed about matters related to the financial statement audit that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. We communicate such matters in this report.

#### **AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA**

Our responsibility is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. The audit of the financial statements does not relieve you of your responsibilities and does not relieve management of their responsibilities. Refer to our engagement letter with the City for further information on the responsibilities of management and of Crowe Horwath LLP.

#### **AUDITOR'S RESPONSIBILITY UNDER GOVERNMENT AUDITING STANDARDS**

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of the City's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts or disclosures. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. Please see the separate Single Audit Report.

#### **PLANNED SCOPE AND TIMING OF THE AUDIT**

We are to communicate an overview of the planned scope and timing of the audit. Accordingly, the following matters regarding the planned scope and timing of the audit were discussed with a representative on January 19, 2012.

- How we proposed to address the significant risks of material misstatement, whether due to fraud or error.
- Our approach to internal control relevant to the audit.
- The concept of materiality in planning and executing the audit, focusing on the factors considered rather than on specific thresholds or amounts.
- Your views and knowledge of matters you consider warrant our attention during the audit, as well as your views on:
  - The allocation of responsibilities between you and management.

- o The City's objectives and strategies, and the related business risks that may result in material misstatements.
- o Significant communications with regulators.
- o Other matters you believe are relevant to the audit of the financial statements.

**SIGNIFICANT ACCOUNTING POLICIES AND MANAGEMENT JUDGMENTS AND ACCOUNTING ESTIMATES**

Significant Accounting Policies: The Council should be informed of the initial selection of and changes in significant accounting policies or their application. Also, the Council should be aware of methods used to account for significant unusual transactions and the effect of significant accounting policies in controversial or emerging areas where there is a lack of authoritative consensus. We believe management has the primary responsibility to inform the Council about such matters. To assist the Council in its oversight role, we also provide the following:

Accounting Standard	Impact of Adoption
<b>GASB Statement No. 61 – The Financial Reporting Entity: Omnibus – An Amendment of GASB Statements No. 14 and No. 34.</b> This Statement modifies certain requirements for inclusion of component units in the financial reporting entity.	Adoption of this Statement did not have a material impact on the City's financial position or results of operations.
<b>GASB Statement No. 59 – Financial Instruments Omnibus.</b> The Statement updates and improves existing standards regarding financial reporting of certain financial instruments and external investment pools.	Adoption of this Statement did not have a material impact on the City's financial position or results of operations.
<b>GASB Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions.</b> This Statement provides clearer, more structured fund balance classifications, and clarifies the definitions of existing governmental fund types. Fund balance amounts will be reported in the following classifications: restricted, committed, assigned, and unassigned.	Upon adoption of this Statement, the City was required to update the presentation of fund balance categories to conform to the new classifications established by the Statement. In addition, the Senior Citizens fund was reclassified due to the new fund definition and is now part of the General Fund.
<b>Significant Unusual Transactions.</b>	No such matters noted.
<b>Significant Accounting Policies in Controversial or Emerging Areas.</b>	No such matters noted.

Management Judgments and Accounting Estimates: Further, accounting estimates are an integral part of the financial statements prepared by management and are based upon management's current judgments. These judgments are based upon knowledge and experience about past and current events and assumptions about future events. Certain estimates are particularly sensitive because of their significance and because of the possibility that future events affecting them may differ markedly from management's current judgments and may be subject to significant change in the near term.

The following describes the significant accounting estimates reflected in the City's year-end financial statements, the process used by management in formulating these particularly sensitive accounting estimates and the primary basis for our conclusions regarding the reasonableness of those estimates.

Significant Accounting Estimate	Process Used by Management	Basis for Our Conclusions
Allowance for Doubtful Accounts and Bad Debt Expense	The allowance for doubtful accounts was determined by management by a process involving consideration of past experiences, current aging information, contacts with the customers, and other available data including environmental factors such as industry, geographical, economic and political factors.	We tested this accounting estimate by reviewing, on a test basis, the information listed.
Useful Lives of Fixed Assets	Management has determined the economic useful lives of fixed assets based on past history of similar types of assets, future plans as to their use, and other factors that impact their economic value to the City.	We tested the propriety of information underlying management's estimates.
Pension and Postretirement Obligations	Amounts reported for pension and postretirement obligations require management to use estimates that may be subject to significant change in the near term. These estimates are based on projection of the weighted average discount rate, rate of increase in future compensation levels, and weighted average expected long-term rate of return on pension assets.	We reviewed the reasonableness of these estimates and assumptions.
Self-Insurance Liability	Management has established the self-insurance liability for workmen's compensation claims based upon estimates provided by the third-party provider.	We reviewed the reasonableness of the amount accrued.
Fair Values of Investment Securities	The disclosure of fair values of securities requires management to use certain assumptions and estimates pertaining to the fair values of its financial assets.	We confirmed the fair values of a sample of securities for reasonable fair values.

**AUDITOR'S JUDGMENTS ABOUT QUALITATIVE ASPECTS OF SIGNIFICANT ACCOUNTING PRACTICES**

We are to provide you our comments about the following matters related to the City's accounting policies and financial statement disclosures.

- The accounting policies to the particular circumstances of the City, considering the need to balance the cost of providing information with the likely benefit to users of the City's financial statements, are appropriate.
- Overall, the disclosures in the financial statements are neutral, consistent, and clear.
- The effect of the timing of transactions in relation to the period in which they are recorded is appropriate.
- There were no significant risks and exposures, or uncertainties that are disclosed in the financial statements.
- There were no unusual transactions including nonrecurring accounts recognized during the period.
- There were no particularly sensitive financial statement disclosures.
- There were no factors affecting asset and liability carrying values, including the City's basis for determining useful lives assigned to tangible and intangible assets.

- There was no selective correction of misstatements, for example, correcting misstatements with the effect of increasing reported earnings, but not those that have the effect of decreasing reported earnings.

**CORRECTED AND UNCORRECTED MISSTATEMENTS**

Corrected Misstatements: We are to inform you of material corrected misstatements that were brought to the attention of management as a result of our audit procedures.

See attached schedule for corrected misstatements.

Uncorrected Misstatements: We are to inform you of uncorrected misstatements that were aggregated by us during the current engagement and pertaining to the latest and prior period(s) presented that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as a whole. For your consideration, we have distinguished misstatements between known misstatements and likely misstatements.

There were no such misstatements.

**OTHER COMMUNICATIONS**

Communication Item	Results
<p><b>Other Information In Documents Containing Audited Financial Statements</b> Information may be prepared by management that accompanies the financial statements. To assist your consideration of this information, you should know that we are required by audit standards to read such information and consider whether such information, or the manner of its presentation, is materially inconsistent with information in the financial statements. If we consider the information materially inconsistent based on this reading, we are to seek a resolution of the matter.</p>	<p>We read the following items and noted no material inconsistencies or misstatement of facts in such information based on our reading thereof.</p> <ul style="list-style-type: none"> <li>▣ Letter of Transmittal</li> <li>▣ Management's Discussion and Analysis</li> <li>▣ Introductory Section</li> <li>▣ Statistical Section</li> </ul>
<p><b>Significant Difficulties Encountered During the Audit</b> We are to inform you of any significant difficulties encountered in dealing with management related to the performance of the audit.</p>	<p>There were no significant difficulties encountered in dealing with management related to the performance of the audit.</p>
<p><b>Disagreements With Management</b> We are to discuss with you any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the City's financial statements or the auditor's report.</p>	<p>During our audit, there were no such disagreements with management.</p>
<p><b>Consultations With Other Accountants</b> If management consulted with other accountants about auditing and accounting matters, we are to inform you of such consultation, if we are aware of it, and provide our views on the significant matters that were the subject of such consultation.</p>	<p>We are not aware of any instances where management consulted with other accountants about auditing or accounting matters since no other accountants contacted us, which they are required to do by Statement on Auditing Standards No. 50, before they provide written or oral advice.</p>
<p><b>Representations The Auditor Is Requesting From Management</b> We are to provide you with a copy of management's requested written representations to us.</p>	<p>We direct your attention to a copy of the letter of management's representation to us provided separately.</p>



Communication Item	Results
<p><b>Significant Issues Discussed, or Subject to Correspondence, With Management</b>            We are to communicate to you any significant issues that were discussed or were the subject of correspondence with management.</p>	<p>There were no such significant issues discussed, or subject to correspondence, with management.</p>
<p><b>Other Findings or Issues We Find Relevant or Significant</b>            We are to communicate to you other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to you regarding your oversight of the financial reporting process.</p>	<p>There were no such other findings or issues that are, in our judgment, significant and relevant to you regarding your oversight of the financial reporting process.</p>

We are pleased to serve your City as its independent auditors and look forward to our continued relationship. We provide the above information to assist you in performing your oversight responsibilities, and would be pleased to discuss this letter or any matters further, should you desire. This letter is intended solely for the information and use of the Council and, if appropriate, management, and is not intended to be and should not be used by anyone other than these specified parties.



Crowe Horwath LLP

Oak Brook, Illinois  
 June 29, 2012

City of Berwyn  
Year End: December 31, 2011

<u>Number</u>	<u>Name</u>	<u>Account No</u>	<u>Debit</u>	<u>Credit</u>
1	Building	800-1420 800	28,088	
1	Vehicles	800-1430 800	22,500	
1	Accum.Depreciation - Building	800-1455 800		(562)
1	Accum.Depreciation - Vehicles	800-1465 800		(2,250)
1	Public Safety	800-6010 800		(22,500)
1	Culture & Recreation	800-6040 800		(28,088)
1	Depreciation Public Safety	800-5850-02 800	2,250	
1	Depreciation Culture and Recreation	800-5850-05 800	562	

To record additional capital asset additions.

2	Infrastructure	500-1415 500	227,166	
2	Accum.Depreciation - Infrastructure	500-1470 500		(2,272)
2	Transfer from Other Funds	500-4900 500		(227,166)
2	Land	800-1400 800	13,045	
2	Land Improvements	800-1405 800	17,132	
2	Construction In Progress	800-1413 800	879,920	
2	Infrastructure	800-1415 800	17,872	
2	Vehicles	800-1430 800	95,025	
2	Accum.Depreciation - Land Improv	800-1450 800		(336)
2	Accum.Depreciation - Vehicles	800-1465 800		(5,446)
2	Accum.Depreciation - Infrastructure	800-1470 800		(238)
2	General Government	800-6000 800		(13,045)
2	Public Safety	800-6010 800		(798,955)
2	Public Works	800-6020 800		(210,994)
2	Depreciation	500-44-5850 500	2,272	
2	Depreciation Public Works	800-5850-03 800	6,020	

To record additional capital asset additions.

3	Public Safety Expenses	805-6010 805		285,132
3	NPO	805-2460 805	(285,132)	

To correct firefighters pension NPO.

4	Accum.Depreciation - Infrastructure	500-1470 500		(484,005)
4	Depreciation	500-44-5850 500	484,005	

To correct water fund depreciation expense.



A Century of Progress with Pride

June 29, 2012

Crowe Horwath LLP  
One Mid America Plaza, Suite 700  
Post Office Box 3697  
Oak Brook, Illinois 60522-3697

Ladies and Gentlemen:

We are providing this letter in connection with your audit of the financial statements of the City of Berwyn, Illinois ("City") as of December 31, 2011 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America.

Some representations in this letter are specifically limited to matters that are material. Items are considered material if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

1. We are responsible for the fair presentation in the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States, and we believe the financial statements are fairly presented and include all properly classified funds and other financial information of the primary government and all component units required by accounting principles generally accepted in the United States to be included in the financial reporting entity.
2. We are responsible for maintaining internal control that will, among other things, help assure the preparation of the financial statements in conformity with accounting principles generally accepted in the United States. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
3. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.

4. We have made available to you all –
  - a. Financial records and related data.
  - b. Minutes of the City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
  - c. Audit or relevant monitoring reports, if any, received from funding sources.
5. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
6. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.
7. We have no plans or intentions that might materially affect the carrying value or classification of assets, liabilities.
8. We have identified all accounting estimates that materially affect recorded amounts and disclosures in the financial statements, and the key factors and significant assumptions underlying those estimates. We believe the estimates are reasonable in the circumstances.

These estimates include:

- a. Allowance for doubtful accounts.
  - b. Valuation of inventories.
  - c. Valuation of long lived assets.
  - d. Disclosure of pension plans or other post-retirement benefits.
  - e. Disclosure of fair value of financial instruments.
9. Adequate consideration and provision has been made, when necessary, for any material losses likely to be sustained from:
    - a. Sales commitments.
    - b. Sale of inventory, including excess or obsolete inventories on hand.
    - c. Purchase commitments for inventory quantities in excess of normal requirements or at a price in excess of market.
    - d. Impairment of long-lived assets when the carrying amount may not be recoverable.
    - e. Collection of receivables.
    - f. Environmental remediation liabilities.
  10. Except as disclosed in the financial statements, or directly to you, there are or have been no material:
    - a. Related party transactions and related amounts receivable or payable, including revenues, expenditures/expenses, loans, transfers, leasing arrangements and guarantees.



- b. Arrangements, either written or oral, with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
  - c. Oral or written guarantees under which the entity is contingently liable.
  - d. Other financial instruments with significant "off-balance-sheet" risk of accounting loss to which the entity is a party.
  - e. Asserted or unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5, *Accounting for Contingencies*.
  - f. Concentrations that make the entity vulnerable to the risk of a severe impact within one year from the balance sheet date (including, for example, individual or group concentrations of customers, suppliers, lenders, products, services, sources of labor or materials, licenses or other rights, operating areas or markets).
  - g. Significant accounting estimates that are susceptible to changing materially as a result of an event or change in conditions that is reasonably possible of occurrence within one year from the balance sheet date.
  - h. Liens, encumbrances or other title impairments, such as pledges as collateral, on entity assets at the balance sheet date.
    - i. Restrictions under borrowing agreements.
    - j. Unrecorded transactions.
  - k. Significant events that have occurred subsequent to the balance sheet date through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
  - l. Declines in market value of investments that are not temporary.
  - m. Financial instruments, such as loans and securities, with significant individual or group concentration of credit risk.
11. Except as disclosed to you, we have no knowledge of any fraud or suspected fraud affecting the entity involving:
- a. Management, whether material or not.
  - b. Employees who have significant roles in internal control, whether material or not.
  - c. Others where the fraud could have a material effect on the financial statements.
12. Except as disclosed to you, we have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
13. Except as disclosed to you, there have been no:
- a. Violations or possible violations of budget ordinances, laws or regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant

agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss.

- b. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB Statement No. 5, *Accounting for Contingencies*.
  - c. Communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.
  - d. Reservations, assignments or commitments of fund equity that were not properly authorized and approved.
14. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
  15. We are responsible for the presentation of the supplementary information in accordance with the applicable criteria and believe the supplementary information, including its form and content, is fairly presented in accordance with these criteria. The methods of measurement and presentation have not changed from those used in the prior period. All significant assumptions or interpretations underlying the measurement and presentation of the supplementary information have been identified and disclosed to you. If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.
  16. We are responsible for the required supplementary information, including that such information is measured and presented in accordance with prescribed guidelines. The methods of measurement or presentation have not changed from those used in the prior period. All significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information have been disclosed to you.
  17. We understand that during the course of your audit, you have relied on work performed by the following specialists. We confirm that we have no relationships with those specialists that may bear on their objectivity, such as the ability through employment, ownership, contractual right, family relationship or otherwise to directly or indirectly control or significantly influence the specialist.
    - TWS Actuary
    - Lauterbach & Amen, LLP
    - MountJoy Chilton Medley LLP (SOC 1 Report)
    - KPMG LLP (SOC 1 Report)
  18. During the course of your audit, we have provided to you physical or electronic copies of various original documents. We understand that you are relying on such copies as audit evidence in your audit and represent that copies provide are an accurate and completed representation of the original documentation and that the copies have not been modified from their original version.
  19. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.

20. The financial statements properly classify all funds and activities.
21. All funds that meet the quantitative criteria in GASB Statements Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to the financial statement users.
22. Net asset components (invested in capital assets, net of related debt, restricted, and unrestricted) are properly classified and fund balance types (including minimum fund balance policies and/or stabilization agreements, if applicable) are properly presented and disclosed pursuant to GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.
23. Expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
24. Revenues are properly classified in the statement of activities within program revenues or general revenues.
25. Interfund, internal, and intra-entity activity and balances have been properly classified and reported.
26. Deposits and investment securities are properly classified in category of custodial credit risk.
27. Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
28. Required supplementary information (RSI) is measured and presented within prescribed guidelines.
29. All suggested adjusting journal entries, as discussed and approved, will be recorded in the accounting records.
30. With respect to compliance with *Government Auditing Standards*:
  - a. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to this organization.
  - b. We are responsible for establishing and maintaining effective internal control over financial reporting.
  - c. We have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that have a direct and material effect on the determination of financial statement amounts
  - d. We have identified and disclosed to you violations (or possible violations) of laws, regulations, and provisions of contracts and grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
31. With respect to the requirements of the Office of Management and Budget Circular A-133 related to federal awards:
  - a. We are responsible for complying, and have complied, with the requirements of Circular

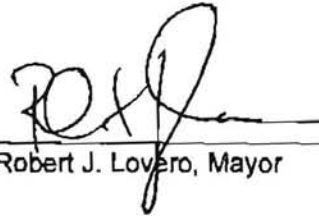
A-133.

- b. We have prepared the schedule of expenditures of federal awards in accordance with Circular A-133 and have included expenditures made during the period being audited for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.
- c. We are responsible for complying with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of its federal programs.
- d. We are responsible for establishing and maintaining effective internal control over compliance for federal programs that provides reasonable assurance that the organization is managing federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on its federal programs.
- e. We have identified and disclosed to you the requirements of laws, regulations and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each federal program.
- f. We have made available all contracts and grant agreements (including amendments, if any) and any other correspondence that have taken place with federal agencies or pass-through entities and are related to federal programs.
- g. We have complied, in all material respects, with the compliance requirements in connection with federal awards except as disclosed to you.
- h. We have identified and disclosed to you all amounts questioned and any known noncompliance with the requirements of federal awards, including the results of other audits or program reviews.
- i. Our interpretations of any compliance requirements that have varying interpretations have been provided to you.
- j. We have made available to you all documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- k. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared, and are prepared on a basis consistent with the basis presented in the schedule of expenditures of federal awards.
- l. The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the federal agency or pass-through entity, as applicable.
- m. Where applicable, we have monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of Circular A-133.



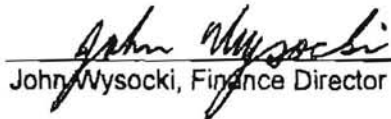
- n. Where applicable, we have issued management decisions on a timely basis after their receipt of subrecipients' auditor's reports that identified non-compliance with laws, regulations, or the provisions of contracts or grant agreements, and have ensured that subrecipients have taken the appropriate and timely corrective action on findings.
  - o. Where applicable, we have considered the results of subrecipient audits and have made any necessary adjustments to their own books and records.
  - p. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by Circular A-133.
  - q. We have accurately completed the appropriate sections of the data collection form, or have reviewed those sections as prepared by you.
  - r. We have disclosed any known noncompliance occurring subsequent to the period for which compliance is audited.
  - s. We have disclosed whether any changes in internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to reportable conditions (including material weaknesses), have occurred subsequent to the date as of which compliance is audited.
  - t. We have identified the requirements regarding activities allowed or unallowed, allowable costs/cost principles, cash management, Davis-Bacon Act, eligibility, equipment and real property management, matching, level of effort, earmarking, period of availability of federal funds, procurement, program income, real property acquisition and relocation assistance, reporting, subrecipient monitoring, special tests and provisions that are applicable to major programs, which are identified in the Schedule of Expenditures of Federal Awards.
  - u. We have complied with reporting requirements in connection with federal awards, and information presented in federal financial reports and claims for advances and reimbursements is supported by the accounting records from which the financial statements and the Schedule of Expenditures of Federal Awards were prepared.
  - v. Amounts claimed or used for matching, if applicable, were determined in accordance with relevant guidelines in OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments."
32. In connection with your examination of the compliance with the requirements of subsection (q) of Section 11-74.4-3 of the Illinois Tax Increment Redevelopment Allocation Act during the year ended December 31, 2011, for the purpose of expressing an opinion that the City complied in all material respects with the aforementioned requirements for the year ended December 31, 2011, we confirm, to the best of our knowledge and belief, the following representations made to you during the course of your examination:
- a. We are responsible for the City's compliance with the requirements of subsection (q) of Section 11-74.4-3 of the Illinois Tax Increment Redevelopment Allocation Act.
  - b. For the year ended December 31, 2011, the City has complied with all the requirements of subsection (q) of Section 11-74.4-3 of the Illinois Tax Increment Redevelopment Allocation Act.

- c. We have disclosed to you all communications from regulatory agencies affecting the City's compliance with the above requirements.
- d. We have made available to you all records relevant to the City's Tax Increment Redevelopment Areas.



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Robert J. Lovero, Mayor



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John Wysocki, Finance Director

# **BERWYN POLICE PENSION FUND**

6401 W. 31st Street  
Berwyn, Illinois 60402

June 29, 2012

Crowe Horwath LLP  
One Mid America Plaza, Suite 700  
Post Office Box 3697  
Oak Brook, Illinois 60522-3697

Ladies and Gentlemen:

We are providing this letter in connection with your audit of the financial statements of the Police Pension Plan for the City of Berwyn, Illinois as of December 31, 2011 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the Police Pension Trust fund, and the respective changes in plan net assets, in conformity with accounting principles generally accepted in the United States of America.

Some representations in this letter are specifically limited to matters that are material. Items are considered material if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

1. We are responsible for the fair presentation in the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States, and we believe the financial statements are fairly presented and include all properly classified funds and other financial information of the primary government and all component units required by accounting principles generally accepted in the United States to be included in the financial reporting entity.
2. We are responsible for maintaining internal control that will, among other things, help assure the preparation of the financial statements in conformity with accounting principles generally accepted in the United States. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
3. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
4. We have made available to you all --
  - a. Financial records and related data.

- b. Minutes of the pension board or summaries of actions of recent meetings for which minutes have not yet been prepared.
5. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
6. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.
7. We have no plans or intentions that might materially affect the carrying value or classification of assets, liabilities.
8. We have identified all accounting estimates that materially affect recorded amounts and disclosures in the financial statements, and the key factors and significant assumptions underlying those estimates. We believe the estimates are reasonable in the circumstances.

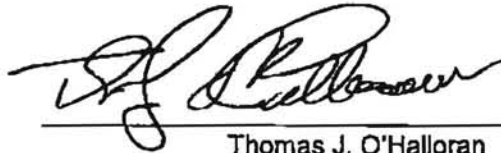
These estimates include:

- a. Valuation of long lived assets.
- b. Disclosure of pension plans or other post-retirement benefits.
- c. Disclosure of fair value of financial instruments.
9. Except as disclosed in the financial statements, or directly to you, there are or have been no material:
  - a. Related party transactions and related amounts receivable or payable, including revenues, expenditures/expenses, loans, transfers, leasing arrangements and guarantees.
  - b. Arrangements, either written or oral, with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
  - c. Oral or written guarantees under which the entity is contingently liable.
  - d. Other financial instruments with significant "off-balance-sheet" risk of accounting loss to which the entity is a party.
  - e. Asserted or unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5, *Accounting for Contingencies*.
  - f. Concentrations that make the entity vulnerable to the risk of a severe impact within one year from the balance sheet date (including, for example, individual or group concentrations of customers, suppliers, lenders, products, services, sources of labor or materials, licenses or other rights, operating areas or markets).
  - g. Significant accounting estimates that are susceptible to changing materially as a result of an event or change in conditions that is reasonably possible of occurrence within one year from the balance sheet date.
  - h. Liens, encumbrances or other title impairments, such as pledges as collateral, on entity assets at the balance sheet date.



- i. Unrecorded transactions.
  - j. Significant events that have occurred subsequent to the balance sheet date through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
  - k. Declines in market value of investments that are not temporary.
  - l. Financial instruments, such as loans and securities, with significant individual or group concentration of credit risk.
10. Except as disclosed to you, we have no knowledge of any fraud or suspected fraud affecting the entity involving:
- a. Management, whether material or not.
  - b. Employees who have significant roles in internal control, whether material or not.
  - c. Others where the fraud could have a material effect on the financial statements.
11. Except as disclosed to you, we have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
12. Except as disclosed to you, there have been no:
- a. Violations or possible violations of budget ordinances, laws or regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss.
  - b. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB Statement No. 5, *Accounting for Contingencies*.
  - c. Communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.
13. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
14. We are responsible for the required supplementary information, including that such information is measured and presented in accordance with prescribed guidelines. The methods of measurement or presentation have not changed from those used in the prior period. All significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information have been disclosed to you.
15. We understand that during the course of your audit, you have relied on work performed by the following specialists. We confirm that we have no relationships with those specialists that may bear on their objectivity, such as the ability through employment, ownership, contractual right, family relationship or otherwise to directly or indirectly control or significantly influence the specialist.
- Lauterbach & Amen, LLP

16. During the course of your audit, we have provided to you physical or electronic copies of various original documents. We understand that you are relying on such copies as audit evidence in your audit and represent that copies provide an accurate and complete representation of the original documentation and that the copies have not been modified from their original version.
17. Deposits and investment securities are properly classified in category of custodial credit risk.
18. Required supplementary information (RSI) is measured and presented within prescribed guidelines.



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Thomas J. O'Halloran  
President



# CITY OF BERWYN FIREFIGHTERS PENSION FUND



6700 West 26th Street  
Berwyn, Illinois 60402  
Phone (708) 484-1644  
Fax (708) 788-3039



June 29, 2012

Crowe Horwath LLP  
One Mid America Plaza, Suite 700  
Post Office Box 3697  
Oak Brook, Illinois 60522-3697

Ladies and Gentlemen:

We are providing this letter in connection with your audit of the financial statements of the Fire Pension Plan for the City of Berwyn, Illinois as of December 31, 2011 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the Fire Pension Trust fund, and the respective changes in plan net assets, in conformity with accounting principles generally accepted in the United States of America.

Some representations in this letter are specifically limited to matters that are material. Items are considered material if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

1. We are responsible for the fair presentation in the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States, and we believe the financial statements are fairly presented and include all properly classified funds and other financial information of the primary government and all component units required by accounting principles generally accepted in the United States to be included in the financial reporting entity.
2. We are responsible for maintaining internal control that will, among other things, help assure the preparation of the financial statements in conformity with accounting principles generally accepted in the United States. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
3. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
4. We have made available to you all –
  - a. Financial records and related data.

- b. Minutes of the pension board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 5. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 6. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.
- 7. We have no plans or intentions that might materially affect the carrying value or classification of assets, liabilities.
- 8. We have identified all accounting estimates that materially affect recorded amounts and disclosures in the financial statements, and the key factors and significant assumptions underlying those estimates. We believe the estimates are reasonable in the circumstances.

These estimates include:

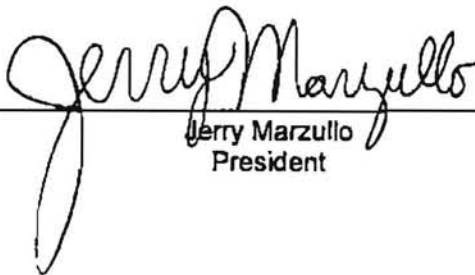
- a. Valuation of long lived assets.
- b. Disclosure of pension plans or other post-retirement benefits.
- c. Disclosure of fair value of financial instruments.
- 9. Except as disclosed in the financial statements, or directly to you, there are or have been no material:
  - a. Related party transactions and related amounts receivable or payable, including revenues, expenditures/expenses, loans, transfers, leasing arrangements and guarantees.
  - b. Arrangements, either written or oral, with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
  - c. Oral or written guarantees under which the entity is contingently liable.
  - d. Other financial instruments with significant "off-balance-sheet" risk of accounting loss to which the entity is a party.
  - e. Asserted or unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5, *Accounting for Contingencies*.
  - f. Concentrations that make the entity vulnerable to the risk of a severe impact within one year from the balance sheet date (including, for example, individual or group concentrations of customers, suppliers, lenders, products, services, sources of labor or materials, licenses or other rights, operating areas or markets).
  - g. Significant accounting estimates that are susceptible to changing materially as a result of an event or change in conditions that is reasonably possible of occurrence within one year from the balance sheet date.
  - h. Liens, encumbrances or other title impairments, such as pledges as collateral, on entity assets at the balance sheet date.

- i. Unrecorded transactions.
  - j. Significant events that have occurred subsequent to the balance sheet date through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
  - k. Declines in market value of investments that are not temporary.
  - l. Financial instruments, such as loans and securities, with significant individual or group concentration of credit risk.
10. Except as disclosed to you, we have no knowledge of any fraud or suspected fraud affecting the entity involving:
  - a. Management, whether material or not.
  - b. Employees who have significant roles in internal control, whether material or not.
  - c. Others where the fraud could have a material effect on the financial statements.
11. Except as disclosed to you, we have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
12. Except as disclosed to you, there have been no:
  - a. Violations or possible violations of budget ordinances, laws or regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss.
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  - c. Communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.
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- Lauterbach & Amen, LLP



16. During the course of your audit, we have provided to you physical or electronic copies of various original documents. We understand that you are relying on such copies as audit evidence in your audit and represent that copies provide an accurate and completed representation of the original documentation and that the copies have not been modified from their original version.
17. Deposits and investment securities are properly classified in category of custodial credit risk.
18. Required supplementary information (RSI) is measured and presented within prescribed guidelines.



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Jerry Marzullo  
President



## **K. Consent Agenda**

The City of Berwyn

K-1



**Nona N. Chapman**  
1<sup>st</sup> Ward Alderman

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6401 Fax: (708) 788-2875  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

July 6, 2012

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

SUBJECT: Payroll July 3, 2012

Ladies and Gentlemen:

The current payroll has been prepared for review by the finance department and is ready for approval at the July 10, 2012 meeting.

Payroll: July 3, 2012 in the amount of \$1,082,742.63.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nona N. Chapman".

Nona N. Chapman  
Budget Committee Chairman

**The City of Berwyn**



**Nona N. Chapman**  
1<sup>st</sup> Ward Alderman

K-2

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 749-6401 Fax: (708) 788-2675  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

July 6, 2012

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

SUBJECT: Payables July 10, 2012 meeting

Ladies and Gentlemen:

The current payables were prepared for review by the finance department and are ready for approval at the July 10, 2012 meeting.

Total Payables: July 10, 2012 in the amount of \$1,488,932.66.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nona N. Chapman".

Nona N. Chapman  
Budget Committee Chairman

# Payment Register

From Payment Date: 6/30/2011 - To Payment Date: 7/11/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
01 - General Cash									
<u>Check</u>									
17991	06/28/2012	Open			Accounts Payable	Lyons Electric Company	\$241,880.32		
17992	07/11/2012	Open			Accounts Payable	1st Source America	\$1,818.53		
17993	07/11/2012	Open			Accounts Payable	A1 Tree Service	\$2,500.00		
17994	07/11/2012	Open			Accounts Payable	Abarr Sales, Inc.	\$39.00		
17995	07/11/2012	Open			Accounts Payable	ABC Automotive Electronics	\$1,404.75		
17996	07/11/2012	Open			Accounts Payable	ABC Commercial Maintenance Services, Inc.	\$9,268.00		
17997	07/11/2012	Open			Accounts Payable	Able Printing Service	\$606.52		
17998	07/11/2012	Open			Accounts Payable	Adult Reading Round Table	\$15.00		
17999	07/11/2012	Open			Accounts Payable	AETNA	\$28,008.48		
18000	07/11/2012	Open			Accounts Payable	Air One Equipment, Inc.	\$78.95		
18001	07/11/2012	Open			Accounts Payable	AI's Radiator	\$145.00		
18002	07/11/2012	Open			Accounts Payable	Alliance Entertainment	\$223.84		
18003	07/11/2012	Open			Accounts Payable	AmAudit	\$961.68		
18004	07/11/2012	Open			Accounts Payable	Amazon.com	\$492.64		
18005	07/11/2012	Open			Accounts Payable	American Legal Publishing Corporation	\$72.00		
18006	07/11/2012	Open			Accounts Payable	American Library Association	\$315.00		
18007	07/11/2012	Open			Accounts Payable	Antonio Montiel	\$101.98		
18008	07/11/2012	Open			Accounts Payable	AT & T	\$5,787.09		
18009	07/11/2012	Open			Accounts Payable	AT & T	\$12,489.60		
18010	07/11/2012	Open			Accounts Payable	AT& T	\$1,104.00		
18011	07/11/2012	Open			Accounts Payable	AT& T Long Distance	\$1,695.16		
18012	07/11/2012	Open			Accounts Payable	AudioGo	\$418.41		
18013	07/11/2012	Open			Accounts Payable	Avery's Services	\$860.75		
18014	07/11/2012	Open			Accounts Payable	B & H	\$25.90		
18015	07/11/2012	Open			Accounts Payable	B. Davids Landscaping	\$2,565.00		
18016	07/11/2012	Open			Accounts Payable	Baker & Taylor Entertainment, Inc.	\$285.23		
18017	07/11/2012	Open			Accounts Payable	Banc of America, Public Capital Corporation	\$5,512.68		
18018	07/11/2012	Open			Accounts Payable	Ben Franklin Plumbing	\$1,800.00		
18019	07/11/2012	Open			Accounts Payable	Berwyn Ace Hardware	\$35.45		
18020	07/11/2012	Open			Accounts Payable	Berwyn Western Plumbing & Heating	\$968.86		
18021	07/11/2012	Open			Accounts Payable	Bill Helmuth	\$200.00		
18022	07/11/2012	Open			Accounts Payable	Blackstone Audiobooks	\$299.25		
18023	07/11/2012	Open			Accounts Payable	Carlos Ruiz	\$1,200.00		
18024	07/11/2012	Open			Accounts Payable	Case Lots, Inc.	\$178.60		
18025	07/11/2012	Open			Accounts Payable	Cassidy Tire	\$647.45		
18026	07/11/2012	Open			Accounts Payable	CDW Government, Inc.	\$789.03		
18027	07/11/2012	Open			Accounts Payable	Chicago Office Technology Group	\$781.46		
18028	07/11/2012	Open			Accounts Payable	Cindy Medina	\$1,475.00		
18029	07/11/2012	Open			Accounts Payable	Citadel	\$90.00		
18030	07/11/2012	Open			Accounts Payable	Comcast Cable	\$157.44		
18031	07/11/2012	Open			Accounts Payable	ComEd	\$614.86		
18032	07/11/2012	Open			Accounts Payable	ComEd	\$18,532.31		
18033	07/11/2012	Open			Accounts Payable	Communication Revolving Fund	\$439.15		
18034	07/11/2012	Open			Accounts Payable	Crystal Vela	\$6.74		
18035	07/11/2012	Open			Accounts Payable	Curtis Nekovar	\$29.49		



# Payment Register

From Payment Date: 6/30/2011 - To Payment Date: 7/11/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
18036	07/11/2012	Open			Accounts Payable	Dell Marketing, LP	\$9,246.70		
18037	07/11/2012	Open			Accounts Payable	Diamond Graphics, Inc.	\$1,642.50		
18038	07/11/2012	Open			Accounts Payable	Diane Jepsen	\$100.00		
18039	07/11/2012	Open			Accounts Payable	Don Morris Architects, PC	\$13,763.79		
18040	07/11/2012	Open			Accounts Payable	Door Systems, Inc.	\$2,042.00		
18041	07/11/2012	Open			Accounts Payable	E & M Maintenance Group	\$790.00		
18042	07/11/2012	Open			Accounts Payable	Easypemil Postage	\$152.00		
18043	07/11/2012	Open			Accounts Payable	Eckert Enterprises, Inc.	\$350.00		
18044	07/11/2012	Open			Accounts Payable	eDot	\$240.00		
18045	07/11/2012	Open			Accounts Payable	Elite Construction Solutions, Inc.	\$6,540.00		
18046	07/11/2012	Open			Accounts Payable	Elkhart Brass Manufacturing Company, Inc.	\$72.09		
18047	07/11/2012	Open			Accounts Payable	Engineering Solutions Team	\$1,622.00		
18048	07/11/2012	Open			Accounts Payable	Epp's Custom Heating & Air	\$400.00		
18049	07/11/2012	Open			Accounts Payable	Eric & Melissa Rasmussen	\$1,475.00		
18050	07/11/2012	Open			Accounts Payable	Evan Summers	\$292.08		
18051	07/11/2012	Open			Accounts Payable	Exelon Energy Company	\$4,160.66		
18052	07/11/2012	Open			Accounts Payable	Federal Express Corporation	\$345.32		
18053	07/11/2012	Open			Accounts Payable	Felco Vending, Inc.	\$325.20		
18054	07/11/2012	Open			Accounts Payable	Figatner Scott Company	\$52.31		
18055	07/11/2012	Open			Accounts Payable	Fire Safety Consultants, Inc.	\$2,615.00		
18056	07/11/2012	Open			Accounts Payable	Fort Dearborn Life Insurance Company	\$5,618.35		
18057	07/11/2012	Open			Accounts Payable	Frank Novotny & Associates	\$1,428.00		
18058	07/11/2012	Open			Accounts Payable	Freeway Ford Truck Sales, Inc.	\$1,620.83		
18059	07/11/2012	Open			Accounts Payable	Fullmer Locksmith Service, Inc.	\$156.00		
18060	07/11/2012	Open			Accounts Payable	GALE	\$361.35		
18061	07/11/2012	Open			Accounts Payable	Gaylord Bros, Inc.	\$493.24		
18062	07/11/2012	Open			Accounts Payable	Goldstine,Skrodzki,Russian,Nemec & Hoff, LTD.	\$17,542.80		
18063	07/11/2012	Open			Accounts Payable	Grainger	\$317.33		
18064	07/11/2012	Open			Accounts Payable	Great Lakes Automatic Door, Inc.	\$101.25		
18065	07/11/2012	Open			Accounts Payable	Grey House Publishing	\$433.05		
18066	07/11/2012	Open			Accounts Payable	H-O-H Chemicals, Inc.	\$550.00		
18067	07/11/2012	Open			Accounts Payable	H. J. Mohr & Sons Company	\$1,332.67		
18068	07/11/2012	Open			Accounts Payable	Halogen Supply Company, Inc.	\$1,449.50		
18069	07/11/2012	Open			Accounts Payable	HD Supply Waterworks, LTD	\$14,865.00		
18070	07/11/2012	Open			Accounts Payable	Health Care Service Corporation	\$632,954.43		
18071	07/11/2012	Open			Accounts Payable	Hinckley Springs	\$49.23		
18072	07/11/2012	Open			Accounts Payable	Hollis Of Palos, LLC	\$200,000.00		
18073	07/11/2012	Open			Accounts Payable	Home Depot Credit Services	\$265.75		
18074	07/11/2012	Open			Accounts Payable	Horizon Screening	\$6,647.25		
18075	07/11/2012	Open			Accounts Payable	Hoy Landscaping, Inc.	\$5,623.68		
18076	07/11/2012	Open			Accounts Payable	ID Label Incorporated	\$446.00		
18077	07/11/2012	Open			Accounts Payable	Illinois Paper & Copier Company	\$175.25		
18078	07/11/2012	Open			Accounts Payable	Illinois Tactical Officers Association	\$63.90		
18079	07/11/2012	Open			Accounts Payable	Infection Control/ Emerging Concepts,Inc.	\$615.00		
18080	07/11/2012	Open			Accounts Payable	Infinity Sign & Graphics	\$410.56		
18081	07/11/2012	Open			Accounts Payable	Ingram Library Services	\$2,484.62		

# Payment Register

From Payment Date: 6/30/2011 - To Payment Date: 7/11/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
18082	07/11/2012	Open			Accounts Payable	Investor's Business Daily	\$329.00		
18083	07/11/2012	Open			Accounts Payable	J. G. Uniforms, Inc.	\$2,260.00		
18084	07/11/2012	Open			Accounts Payable	Jack's Rental, Inc.	\$29.95		
18085	07/11/2012	Open			Accounts Payable	Jack's Rental, Inc.	\$2,655.94		
18086	07/11/2012	Open			Accounts Payable	James Frank	\$65.95		
18087	07/11/2012	Open			Accounts Payable	James Tadrowski	\$1,874.25		
18088	07/11/2012	Open			Accounts Payable	Jason Noah	\$230.00		
18089	07/11/2012	Open			Accounts Payable	JNC Consulting, Inc.	\$1,250.00		
18090	07/11/2012	Open			Accounts Payable	Joe Rizza Ford	\$311.45		
18091	07/11/2012	Open			Accounts Payable	John Tarullo	\$3,420.00		
18092	07/11/2012	Open			Accounts Payable	K's Quality Construction, Inc.	\$1,211.00		
18093	07/11/2012	Open			Accounts Payable	Kieft Bros., Inc.	\$223.33		
18094	07/11/2012	Open			Accounts Payable	L - K Fire Extinguisher Service	\$281.95		
18095	07/11/2012	Open			Accounts Payable	Lakeview Bus Lines, Inc.	\$735.00		
18096	07/11/2012	Open			Accounts Payable	Laner Muchin Dombrow Becker Levin & Tech, Ltd	\$9,725.68		
18097	07/11/2012	Open			Accounts Payable	Lanzillotti, Gribben & Marchuk	\$866.25		
18098	07/11/2012	Open			Accounts Payable	Lawndale News	\$474.48		
18099	07/11/2012	Open			Accounts Payable	Le'Griff Remodeling & Associates	\$4,314.00		
18100	07/11/2012	Open			Accounts Payable	Lexipol, LLC	\$12,900.00		
18101	07/11/2012	Open			Accounts Payable	Linton Company	\$276.66		
18102	07/11/2012	Open			Accounts Payable	Little Village Printing	\$289.03		
18103	07/11/2012	Open			Accounts Payable	Mark Schwanderlik	\$56.00		
18104	07/11/2012	Open			Accounts Payable	McAdam Landscaping, Inc.	\$6,549.98		
18105	07/11/2012	Open			Accounts Payable	Medical Reimbursement Services, Inc.	\$6,000.00		
18106	07/11/2012	Open			Accounts Payable	Menards	\$100.40		
18107	07/11/2012	Open			Accounts Payable	Metro Collision Service / Metro Garage, Inc.	\$75.00		
18108	07/11/2012	Open			Accounts Payable	Midwest Tape	\$150.93		
18109	07/11/2012	Open			Accounts Payable	Mike & Sons	\$10,721.00		
18110	07/11/2012	Open			Accounts Payable	Milton F. Persin	\$26.00		
18111	07/11/2012	Open			Accounts Payable	Mothers on a Mission, Inc.	\$2,012.19		
18112	07/11/2012	Open			Accounts Payable	NAEIR	\$287.00		
18113	07/11/2012	Open			Accounts Payable	Naturescape Design, Inc.	\$651.73		
18114	07/11/2012	Open			Accounts Payable	Nextel Communications	\$1,070.43		
18115	07/11/2012	Open			Accounts Payable	Nicholas Castaldo	\$1,475.00		
18116	07/11/2012	Open			Accounts Payable	Nora Laureto	\$900.21		
18117	07/11/2012	Open			Accounts Payable	North American Salt Company	\$17,644.13		
18118	07/11/2012	Open			Accounts Payable	Odelson & Sterk, LTD	\$11,559.17		
18119	07/11/2012	Open			Accounts Payable	Office Depot	\$431.00		
18120	07/11/2012	Open			Accounts Payable	Office Equipment Sales	\$1,397.44		
18121	07/11/2012	Open			Accounts Payable	Office Space, inc.	\$780.00		
18122	07/11/2012	Open			Accounts Payable	Old Village Productions	\$140.00		
18123	07/11/2012	Open			Accounts Payable	PACE Vanpool	\$400.00		
18124	07/11/2012	Open			Accounts Payable	Paradise 4 Paws	\$485.10		
18125	07/11/2012	Open			Accounts Payable	Patrick N. Murray	\$2,187.00		
18126	07/11/2012	Open			Accounts Payable	Personalized Awards	\$2,688.00		
18127	07/11/2012	Open			Accounts Payable	Professional Pest Control, Inc.	\$65.00		
18128	07/11/2012	Open			Accounts Payable	R.D.V. Electric, Inc.	\$1,200.00		

# Payment Register

From Payment Date: 6/30/2011 - To Payment Date: 7/11/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference	
18129	07/11/2012	Open			Accounts Payable	Random House, Inc.	\$24.00			
18130	07/11/2012	Open			Accounts Payable	Rebecca & Joshua Eberhardt	\$1,475.00			
18131	07/11/2012	Open			Accounts Payable	Restore Construction, Inc.	\$7,938.07			
18132	07/11/2012	Open			Accounts Payable	Robert Churchill	\$26.92			
18133	07/11/2012	Open			Accounts Payable	Robert E. Dwan	\$110.06			
18134	07/11/2012	Open			Accounts Payable	Roscoe Company	\$1,217.79			
18135	07/11/2012	Open			Accounts Payable	Runnion Equipment Company	\$5,551.16			
18136	07/11/2012	Open			Accounts Payable	Rydin Decal	\$217.34			
18137	07/11/2012	Open			Accounts Payable	S-P-D- Incorporated	\$10,127.27			
18138	07/11/2012	Open			Accounts Payable	S. Jantelezio Insurance Company	\$30.00			
18139	07/11/2012	Open			Accounts Payable	Saber-Tooth Computing	\$1,200.00			
18140	07/11/2012	Open			Accounts Payable	Sam's Club / GECRB	\$586.32			
18141	07/11/2012	Open			Accounts Payable	Sam's Club / GECRB	\$1,202.35			
18142	07/11/2012	Open			Accounts Payable	Sean Filzpatrick	\$4,000.00			
18143	07/11/2012	Open			Accounts Payable	Secretary of State	\$10.00			
18144	07/11/2012	Open			Accounts Payable	Service Spring	\$2,125.26			
18145	07/11/2012	Open			Accounts Payable	Shoestring Business Marketing	\$634.44			
18146	07/11/2012	Open			Accounts Payable	Simon & Sons Roofing Co.	\$7,150.00			
18147	07/11/2012	Open			Accounts Payable	Sprint	\$476.13			
18148	07/11/2012	Open			Accounts Payable	Strictly Sewers	\$4,600.00			
18149	07/11/2012	Open			Accounts Payable	SWAN	\$27,003.16			
18150	07/11/2012	Open			Accounts Payable	Tammy R. Clausen	\$57.17			
18151	07/11/2012	Open			Accounts Payable	Tammy Sheedy	\$43.14			
18152	07/11/2012	Open			Accounts Payable	Tantor Media	\$201.45			
18153	07/11/2012	Open			Accounts Payable	Tele-Tron Ace Hardware	\$806.71			
18154	07/11/2012	Open			Accounts Payable	Tele-Tron Ace Hardware	\$58.95			
18155	07/11/2012	Open			Accounts Payable	The Knox Company	\$751.00			
18156	07/11/2012	Open			Accounts Payable	The Library Store	\$250.43			
18157	07/11/2012	Open			Accounts Payable	Titan Outdoor, LLC	\$1,216.00			
18158	07/11/2012	Open			Accounts Payable	Traffic Control & Protection, Inc.	\$6,462.25			
18159	07/11/2012	Open			Accounts Payable	Trimaime Wilson	\$249.00			
18160	07/11/2012	Open			Accounts Payable	U.S. Cellular	\$174.73			
18161	07/11/2012	Open			Accounts Payable	United Radio Comm, Inc.	\$79.50			
18162	07/11/2012	Open			Accounts Payable	Upstart, Inc.	\$180.47			
18163	07/11/2012	Open			Accounts Payable	US Gas	\$336.80			
18164	07/11/2012	Open			Accounts Payable	Violet Flower Shop	\$110.00			
18165	07/11/2012	Open			Accounts Payable	Walgreens Company	\$37.22			
18166	07/11/2012	Open			Accounts Payable	West Payment Center	\$215.00			
18167	07/11/2012	Open			Accounts Payable	Zee Medical, Inc.	\$48.65			
Type Check Totals:										
01 - General Cash Totals							177 Transactions	\$1,488,932.66		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	177	\$1,488,932.66	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	177	\$1,488,932.66	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	177	\$1,488,932.66	\$0.00

# Payment Register

From Payment Date: 6/30/2011 - To Payment Date: 7/11/2012

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		177	\$1,488,932.66	\$0.00
<b>Grand Totals:</b>									
					<b>Checks</b>				
					Status		Count	Transaction Amount	Reconciled Amount
					Open		177	\$1,488,932.66	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		177	\$1,488,932.66	\$0.00
					<b>All</b>				
					Status		Count	Transaction Amount	Reconciled Amount
					Open		177	\$1,488,932.66	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		177	\$1,488,932.66	\$0.00

Robert J. Lovero  
Mayor

K-3



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](http://www.berwyn.il.gov)

July 2, 2012

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

Re: Building and Local Improvement Permits

Gentlemen:

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

Respectfully,

Charles D. Lazzara, Director  
Building Department

CDL:cr  
encs.



# Report Of Building Permits Issued By The City Of Berwyn

Monday, July 02, 2012

Between: 6/1/2012 And 6/30/2012

Name and Address	Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Alejandro Ramirez 1645 S. Ridgeland Avenue	6/1/2012	Bldg-B 7674-0	\$5,550.00	\$430.00
RADIATORS TO FORCED AIR WITH A/C & DUCTWORK. CONDENSOR MUST BE BEHIND HOUSE & 3 FT AWAY FROM LOT LINES. CORRECT COMPLIANCE ELECTRIC- 3 PRONG AS NEEDED. REMOVE MOLD IN BSMT & TREAT FRAMING FOR MOLD PREVENTION. REPL GARAGE SIDING - COMPLIANCE REPAIRS				
Jack G. Shay & Julie Christopher 3645 S. Scoville Avenue	6/6/2012	Bldg-B 7675-0	\$42,500.00	\$415.00
REMODEL HOME: KITCHEN & BATH ON 1ST FLOOR - FRAME OUT ATTIC & BSMT...INST 2 NEW BATHROOMS, RE ROOF HOUSE - NEW ELECTRIC - PAINT AND LANDSCAPE				
Eleni Melegos 3144 S. Oak Park Avenue	6/6/2012	Bldg-B 7676-0	\$60,000.00	\$2,590.40
REMODEL THE EXISTING SPACE, MOVE THE BATHROOMS & MAKE ADA COMPLIANT, CHANGE LIGHTING, ADD CENTRAL HEATING AND A/C.				
Econ Properties, inc. 2507 S. Elmwood Avenue	6/7/2012	Bldg-B 7677-0	\$15,000.00	\$500.00
LIGHT DEMO, REMODEL THE KITCHEN, FRAMING 2ND FLOOR TO ADD A BEDROOM, ADD SHOWER TO EXISTING BASEMENT BATHROOM, FRAME, DRYWALL BASEMENT. REPLACE THE WINDOWS IN THE HOUSE - BEDROOM WINDOWS TO EGRESS.				
Equity Trust Company Sterling Tr 1411 S. Maple Avenue	6/8/2012	Gar-B 7678-0	\$14,575.00	\$355.00
DEMO AND BUILD A 18' X 20' X 12-3" FRAME GARAGE.				
Felicita Wojtasik & Anna Lopez 1311 S. Ridgeland Avenue	6/12/2012	Bldg-B 7679-0	\$16,000.00	\$810.00
GOING FROM BOILERS TO FORCED AIR AND INSTALL 2 NEW FURNACE AND 3 NEW A/C UNITS. ELECTRIC - NEW ELECTRIC FOR HVAC, SWITCHES, OUTLETS, SMOKE DECT CARBON MONOXIDE AND LIGHT AND GFCI.				
Laura Monypenny-Tanner 2413 S. Elmwood Avenue	6/14/2012	Gar-B 7681-0	\$10,740.00	\$355.00
DEMO AND ERECT 20 X 22 FRAME GARAGE				
Franco Bustos, Gloria Bustos, Jo 2445 S. Elmwood Avenue	6/14/2012	Bldg-B 7682-0	\$12,000.00	\$590.00
BASEMENT REMODEL - INST. NEW BATHROOM, THEATER ROOM, OFFICE & PLAY AREA.				
Cornelio & Esther Villa 2211 S. East Avenue	6/15/2012	Bldg-B 7683-0	\$100.00	\$240.00
INSTALL BEDROOM IN BSMT				
Joseph & Louise Berghold (Robe 1645 S. Gunderson Avenue	6/18/2012	Bldg-B 7684-0	\$20,909.00	\$705.00
APT 2ND FLOOR - 2C - R/R TOILET SINK & TUB ON - INST. NEW KITCHEN SINK, CABINETS, COUNTERTOPS - GFI'S OUTLETS & SWITCHES. RADIATOR TO FORCED AIR WITH A/C - WITH DUCTWORK.... CONDENSOR WILL BE ON ROOF. NEW FLOORING, KITCHEN CEILING FANS & LIGHTING. REPI				
Salvador & Maria Gutierrez 1315 S. Gunderson Avenue	6/20/2012	Gar-B 7685-0	\$4,000.00	\$490.00
BUILD A NEW 24' X 22' X 14' FRAME GARAGE. *****REMOVE SIDING FROM THE HOUSE, INSTALL INSULATION AND TYVEK, THEN CALL FOR TYVEK INSPECTION, REPLACE SIDING AND THEN CALL JOE FOR FINAL INSPECTION (630)901-8249 6/25/2012 ADDED GATE/FENCE AT REAR				
Chris Sobczak 2119 S. Wisconsin Avenue	6/20/2012	Bldg-B 7686-0	\$35,000.00	\$915.00
R/R KITCHEN CABINETS ON 1ST FLR - R/R FIXTURES IN BATHROOM & KITCHEN & LAUNDRY ROOM. R/R SOME DRYWALL. R/R CERAMIC FLOOR, DOORS, 5 WINDOWS ON 1ST FLR LVG, DINING & BEDROOM. R/R WINDOWS IN BSMT & ATTIC. MUST BE TO EGRESS CODE. R/R ELEC FIXTURES IN ENT				

# Report Of Building Permits Issued By The City Of Berwyn

Monday, July 02, 2012

Between: 6/1/2012 And 6/30/2012

Name and Address	Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Luis Escamilla 3742 S. Clinton Avenue	6/20/2012	HVAC-B 7687-0	\$1,200.00	\$140.00
Helen T. Bartunek 6926 W. 34th Street	6/25/2012	HVAC-B 7688-0	\$8,000.00	\$315.00
Sebastian & Josefa Brito 2348 S. Clarence Avenue	6/27/2012	HVAC-B 7689-0	\$6,000.00	\$355.00
Pablo Rabadan 2504 S. Euclid Avenue	6/28/2012	Bldg-B 7690-0	\$28,500.00	\$580.00
Joseph D'Arco and Wayne F. Wa 2714 S. Oak Park Avenue	6/29/2012	Bldg-B 7691-0	\$35,000.00	\$1,305.00
Samuel & Laura Mercado 2413 S. Oak Park Avenue	6/25/2012	Bldg-R 7615-1	\$0.00	\$65.00
AJZ-Berwyn-LLC 6539 W. Ogden Avenue	6/22/2012	Bldg-R 7670-1	\$1,000,000.00	\$5,702.50
<b>19 Building Permits Issued During Period</b>	<b>Totals . . . . .</b>		<b><u>\$1,315,074.00</u></b>	<b><u>\$16,857.90</u></b>

# Permits Issued By The Building Department

Monday, July 02, 2012

Between: 6/1/2012 And 6/30/2012

<u>Building</u>	Permits Issued: 14	Cost of Improvements: \$1,270,559.00
<u>Dumpster</u>	Permits Issued: 18	Cost of Improvements: \$1,100.00
<u>Electrical</u>	Permits Issued: 31	Cost of Improvements: \$20,405.00
<u>Fence</u>	Permits Issued: 19	Cost of Improvements: \$43,826.00
<u>Garage</u>	Permits Issued: 4	Cost of Improvements: \$29,815.00
<u>HVAC</u>	Permits Issued: 19	Cost of Improvements: \$88,944.80
<u>Local Improvement</u>	Permits Issued: 181	Cost of Improvements: \$880,207.03
<u>Plumbing</u>	Permits Issued: 26	Cost of Improvements: \$116,823.00
<u>Roofing</u>	Permits Issued: 77	Cost of Improvements: \$551,314.60
<u>Sign</u>	Permits Issued: 3	Cost of Improvements: \$8,910.00
<b>Total Permits: 392</b>		<b>Total Improvements: \$3,011,904.43</b>

## Fees Collected

Backfill Inspection	\$570.00
Building Permit	\$2,300.00
Building Final	\$5,240.00
Local Improvement Permit	\$15,475.00
Electrical Fees	\$750.00
Electric (Underground)	\$200.00

# Permits Issued By The Building Department

Monday, July 02, 2012

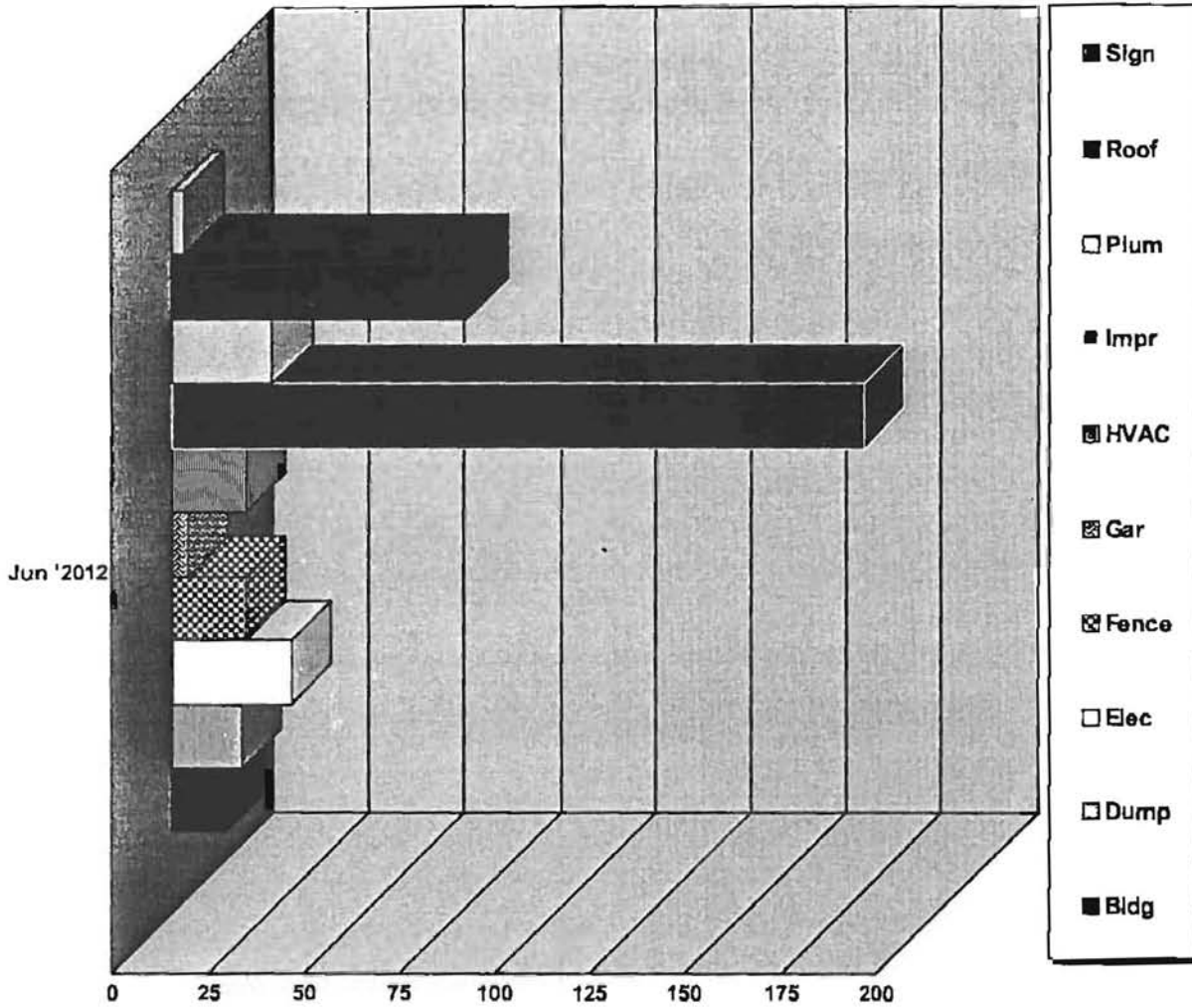
Between: 6/1/2012 And 6/30/2012

Electrical Service	\$275.00
Electrical Inspection	\$6,050.00
Signs	\$250.00
Footing Inspection	\$140.00
Framing Inspection	\$2,175.00
Inspection	\$7,540.00
Fence Fees	\$590.00
Foundation Inspection	\$140.00
Plumbing Fees	\$1,290.00
Plumbing Inspection	\$3,850.00
Plumbing Inspection (Underground)	\$1,100.00
Post Hole Inspection	\$1,250.00
HVAC Permit	\$1,350.00
HVAC Inspection	\$3,575.00
Service Charge	\$2,432.90
Insulation/Fire Stopping Inspection	\$785.00
New Water Meter	\$500.00
Tap Fee	\$1,000.00
Demolition Fees	\$50.00
Dumpster	\$2,390.00
Pre-Pour Inspection	\$1,940.00
Stack Test	\$400.00
Fine - Working Without Permit	\$1,250.00
Roof Covering Fees	\$7,940.00
Garage Permit	\$300.00
Gas Pressure	\$100.00
Fire Department	\$400.00
Health Department	\$50.00
Miscellaneous Fees	\$30.00
Plan Review Fee - w/Permits	\$880.00
<b>Total Fees Collected . . . . .</b>	<b>\$74,557.90</b>

# Permits Issued

Monday, July 2, 2012 11:33 AM

For Period Beginning 6/1/2012 And Ending 6/30/2012



## Permit Detail

2012	June	Bldg	14
2012	June	Dump	18
2012	June	Elec	31
2012	June	Fence	19
2012	June	Gar	4
2012	June	HVAC	19
2012	June	Impr	181
2012	June	Plum	26
2012	June	Roof	77
2012	June	Sign	3

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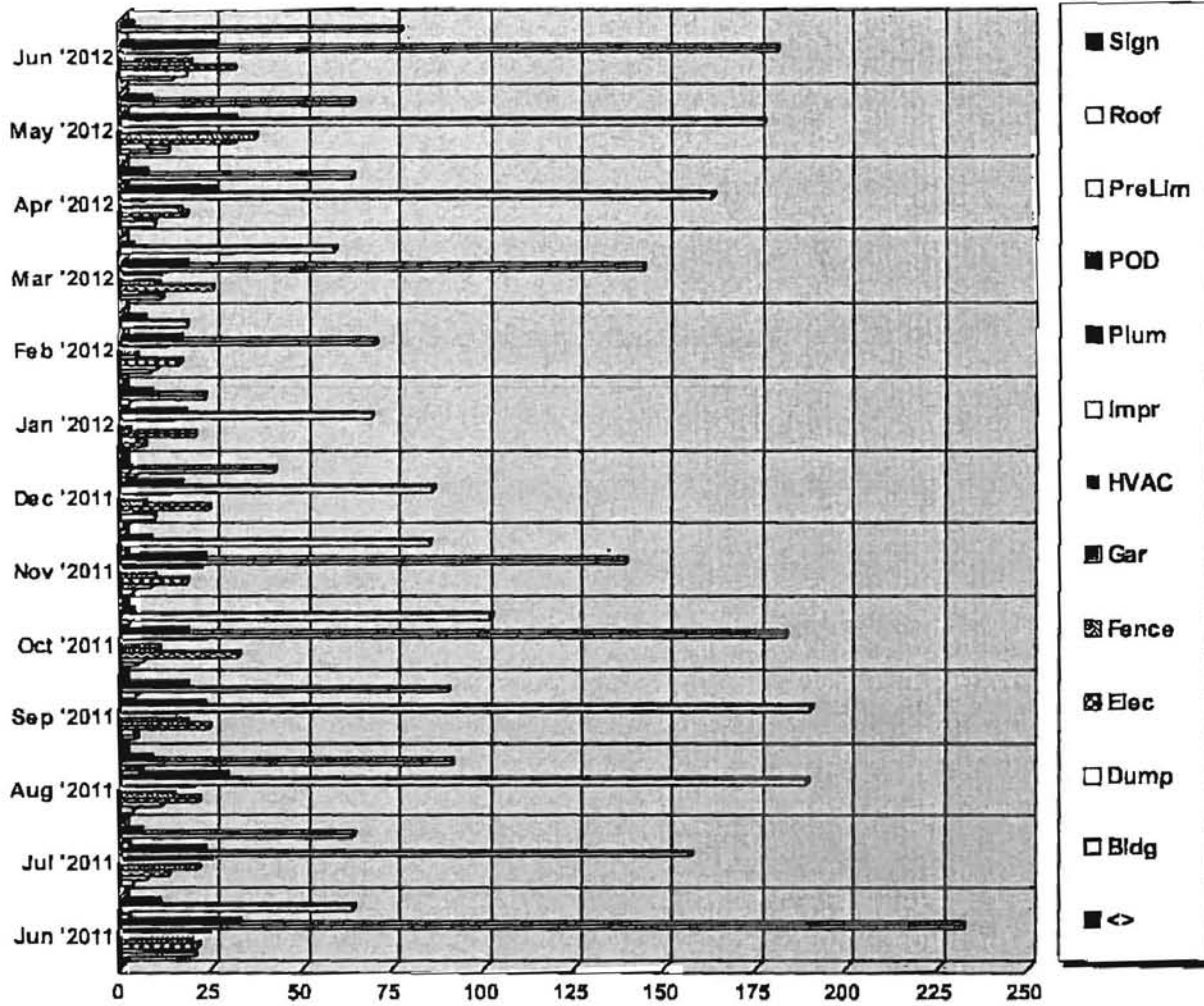
**Total Permits Issued 392**



# Permits Issued

Monday, July 2, 2012 11:34 AM

For Period Beginning 6/1/2011 And Ending 6/30/2012



## Permit Detail

2012	June	Bldg	14
2012	June	Dump	18
2012	June	Elec	31
2012	June	Fence	19
2012	June	Gar	4
2012	June	HVAC	19
2012	June	Impr	181
2012	June	Plum	26
2012	June	Roof	77
2012	June	Sign	3
<hr/>			
2012	May	Bldg	13
2012	May	Dump	7
2012	May	Elec	31
2012	May	Fence	37
2012	May	Gar	5
2012	May	HVAC	16
2012	May	Impr	177
2012	May	Plum	31
2012	May	PreLim	1
2012	May	Roof	64
2012	May	Sign	8

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2012	April	Bldg	9
2012	April	Dump	4
2012	April	Elec	18
2012	April	Fence	18
2012	April	Gar	3
2012	April	HVAC	7
2012	April	Impr	163
2012	April	Plum	28
2012	April	POD	1
2012	April	Roof	64
2012	April	Sign	7
<hr/>			
2012	March	Bldg	11
2012	March	Dump	5
2012	March	Elec	25
2012	March	Fence	10
2012	March	Gar	3
2012	March	HVAC	12
2012	March	Impr	144
2012	March	Plum	18
2012	March	Roof	59
2012	March	Sign	3

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Permit Detail

2012	February	Bldg	8
2012	February	Dump	10
2012	February	Elec	16
2012	February	Fence	4
2012	February	Gar	4
2012	February	HVAC	13
2012	February	Impr	70
2012	February	Plum	16
2012	February	Roof	18
2012	February	Sign	8

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2012	January	Bldg	6
2012	January	Dump	4
2012	January	Elec	20
2012	January	Fence	2
2012	January	Gar	1
2012	January	HVAC	15
2012	January	Impr	69
2012	January	Plum	17
2012	January	PreLim	2
2012	January	Roof	23
2012	January	Sign	8

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2011	December	Bldg	9
2011	December	Dump	3
2011	December	Elec	24
2011	December	Fence	6
2011	December	Gar	6
2011	December	HVAC	14
2011	December	Impr	88
2011	December	Plum	16
2011	December	POD	1
2011	December	PreLim	4
2011	December	Roof	42
2011	December	Sign	1

212

2011	November		1
2011	November	Bldg	3
2011	November	Dump	8
2011	November	Elec	18
2011	November	Fence	9
2011	November	Gar	8
2011	November	HVAC	23
2011	November	Impr	139
2011	November	Plum	23
2011	November	POD	1
2011	November	PreLim	1
2011	November	Roof	85
2011	November	Sign	8

327

2011	October	Bldg	4
2011	October	Dump	6
2011	October	Elec	32
2011	October	Fence	10
2011	October	Gar	4
2011	October	HVAC	24
2011	October	Impr	183
2011	October	Plum	18
2011	October	POD	1
2011	October	PreLim	2
2011	October	Roof	102
2011	October	Sign	3

389

2011	September	Bldg	4
2011	September	Dump	3
2011	September	Elec	24
2011	September	Fence	18
2011	September	Gar	1
2011	September	HVAC	16
2011	September	Impr	190
2011	September	Plum	23
2011	September	POD	1
2011	September	PreLim	4
2011	September	Roof	90
2011	September	Sign	18

392

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

403

2011	July	Bldg	3
2011	July	Dump	7
2011	July	Elec	13
2011	July	Fence	21
2011	July	Gar	9
2011	July	HVAC	26
2011	July	Impr	157
2011	July	Plum	23
2011	July	POD	2
2011	July	Roof	64
2011	July	Sign	5

330

2011	June		1
2011	June	Bldg	20
2011	June	Dump	8
2011	June	Elec	21
2011	June	Fence	19
2011	June	Gar	8
2011	June	HVAC	25
2011	June	Impr	232
2011	June	Plum	32
2011	June	POD	2
2011	June	Roof	64
2011	June	Sign	10

440

*Permit Detail*

*Total Permits Issued*      **4215**

**Robert J. Lovero**  
Mayor

K-4



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**THOMAS J. PAVLIK**  
CITY CLERK

Date: July 5, 2012

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party 3200 block of Home

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 3200 block  
of Home.

The residents request permission to hold the event on July 28, 2012

With a rain date of July 29, 2012. We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

Margaret Paul

Contact person is: Margaret Paul

Address is: 3224 Home Ave

Phone number is: \_\_\_\_\_

\*\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 3200 BLOCK OF HOME  
DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON SAT July 28, 2012  
BETWEEN THE HOURS OF 9:00AM AND 9:00PM, OUR RAIN DATE IS July 29  
ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

ADDRESS

3230 Home Ave	Berwyn IL
3230 S. Home	Berwyn IL
3227 S. Home	Berwyn IL
3217 S HOME	Berwyn IL
3218 S HOME	BERWYN IL
3210 Home	"
3210 Home	Berwyn IL
3210 Home	" "
3205 S.	



WE THE UNDERSIGNED RESIDENTS OF THE 3200 BLOCK OF HOME

DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON SAT. July 28

BETWEEN THE HOURS OF 9:00<sup>AM</sup> AND 9:00<sup>PM</sup>, OUR RAIN DATE IS July 29

ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

ADDRESS

- 3225 S. Home Ave Berwyn Ill 60402
- 3224 S. Home Ave Berwyn, Il 60402
- 3224 Home Ave Berwyn Il 60402
- 3225 Home Ave Berwyn Il 60402
- 3225 Home Ave Berwyn, Il. 60402
- 3225 HOME AVE Berwyn IL 60402
- 3225 HOME AVE " "
- " " " " "
- " " " " apt #4
- " " " " Apt 2
- 3225 #2
- 3225 Capt. 1

**Robert J. Lovero**  
Mayor



CITY OF BERWYN  
CLERK'S OFFICE

2012 JUN 26 A 10:58

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**THOMAS J. PAVLIK**  
CITY CLERK

K-5

Date: 6-27-12

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party 1400 block of CUYLER

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 1400 block  
Of CUYLER

The residents request permission to hold the event on SATURDAY, Aug 18

With a rain date of AVG 25 (SAT). We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

*Gregorio Aguirre*

Contact person is: GREGORIO AGUIRRE

Address is: 1432 CUYLER

Phone number is: \_\_\_\_\_

\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 1400 BLOCK OF CUYLER  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON 8-18-12  
 BETWEEN THE HOURS OF 8:00 AM AND 10:00 PM. OUR RAIN DATE IS 8-25-12  
 ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

NAME

ADDRESS

- 1425 Cuyler
- 1422 "
- 1426-5 Cuyler
- 1434 CUYLER
- 1439 CUYLER
- 1412 Cuyler
- 1408 Cuyler
- 1414 Cuyler
- 1416 Cuyler
- 1477 Cuyler
- 1429 CUYLER
- 1442 "
- 1417 Cuyler
- 1405 Cuyler
- 1413 Cuyler
- 1409 Cuyler
- 1400 Cuyler
- 1406 CUYLER
- 1432 "
- 1440 Cuyler
- 1430 Cuyler
- 1424 Cuyler

**Robert J. Lovero**  
Mayor



CITY OF BERWYN  
CLERK'S OFFICE

2012 JUN 27 A 9:11

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**THOMAS J. PAVLIK**  
CITY CLERK

K-6

Date: JUNE 25<sup>th</sup> 2012

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party \_\_\_\_\_ block of 11600 BLOCK Home Ave.

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 11600 BLOCK block HOME.  
Of \_\_\_\_\_.

The residents request permission to hold the event on July 28, 2012

With a rain date of Aug 4, 2012. We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

m negron

Contact person is: marie negron

Address is: 11619 Home Ave.

Phone number is: \_\_\_\_\_

\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*

u y

3



WE THE UNDERSIGNED RESIDENTS OF THE 1600 BLOCK OF Home  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON July 28, 2012  
 BETWEEN THE HOURS OF 8am AND 9pm, OUR RAIN DATE IS Aug 4, 2012  
 ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

NAME ADDRESS

M

1

ed

- 1 M... 1621 Home Ave.
- 1619 Home Ave.
- 1617 S. Home Ave., Berwyn
- 16 S Home Av.
- 2a 1620 Home Ave
- 2 7000 1/2 16th Home.
- 3 7000 1/2 16th
- 4 1618 Home Ave
- Home Ave 1619 Home Ave
- Home Ave Berwyn
- 6950 16th St Berwyn IL 60402
- 6950 16th St Berwyn
- 1625 Home Ave
- 1630 Home Ave
- 1624 S. Home Ave.
- 1643 Home Ave
- 1644 Home Ave
- 1640 Home Ave

ed



**Robert J. Lovero**  
Mayor



CITY OF BERWYN  
CLERK'S OFFICE

K-7

**A Century of Progress with Pride** 2012 JUN 20 P 3.35

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www.berwyn-il.gov

**THOMAS J. PAVLIK**  
CITY CLERK

Date: 6/22/12

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party \_\_\_\_\_ block of 1600

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 1600 block  
of Clinton.

The residents request permission to hold the event on 7/21/12

With a rain date of 7/14/12. We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

Ramiro Pelayo

Contact person is: Ramiro Pelayo

Address is: 1613 Clinton

Phone number is: \_\_\_\_\_

\*\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 1600 BLOCK OF Clinton  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON July 7  
 BETWEEN THE HOURS OF 9:00 AND 9:00, OUR RAIN DATE IS July 14.  
 ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

NAME

ADDRESS

1613 Clinton

6924 16th St.

1619 Clinton.

1617 Clinton

1628 Clinton

1623 Clinton

1629 Clinton

1631 Clinton

1637 Clinton Ave.

1639 Clinton

1643 Clinton

1647 Clinton

1648 Clinton

1646 Clinton

also 1640 Clinton

1638 Clinton

OK 1636 Clinton ave

1632 Clinton

1630 Clinton.

1628 Clinton Ave.

1626 Clinton Ave

1622 Clinton Ave.

The City of Berwyn

K-8



**Nona N. Chapman**  
1<sup>st</sup> Ward Alderman

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[www.berwyn-il.gov](http://www.berwyn-il.gov)

July 6, 2012

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

SUBJECT: 3400 Home Ave. Block Party

Ladies and Gentlemen,

The residents of the 3400 Block of Home Avenue request a permit to hold a block party on Saturday, July 21, 2012, with a rain date of Sunday July 22 2012. Thank you for your consideration in this matter.

Respectfully,

A handwritten signature in cursive script that reads "Nona N. Chapman".

Nona N. Chapman  
1<sup>st</sup> Ward Alderman

3416 S. Home Ave.  
Berwyn, IL

**Robert J. Lovero**  
Mayor



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**THOMAS J. PAVLIK**  
CITY CLERK

Date: June 20, 2012

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party 3400 block of Home Ave

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 3400 block  
of Home Avenue.

The residents request permission to hold the event on July 21, 2012

With a rain date of July 22, 2012. We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

Monast Chapman

Contact person is: Monast Chapman

Address is: 3416 S Home Ave

Phone number is: \_\_\_\_\_

\*\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 3400 BLOCK OF Home Ave  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON July 21, 2012  
 BETWEEN THE HOURS OF \_\_\_\_\_ AND \_\_\_\_\_, OUR RAIN DATE IS July 22, 2012  
 ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

ADDRESS

ADDRESS	CITY
3416 S. Home Ave	Berwyn, IL
3420 Home Ave	Berwyn, IL
3420 Home Ave	Berwyn, IL
3436 Home Ave	Berwyn, IL
3412 S. Home Av	Berwyn
3436 S. Home Av.	Berwyn
3436 Home Ave.	Berwyn, IL
7002 W. 34th St	Berwyn, IL
7002 34th St	Berwyn, IL
3440 S. Home	"
3440 S Home	"
3412 HOME AVE	"
3413 Home Ave	Berwyn, IL
3413 Home Ave	Berwyn, IL
3421 Home	Berwyn
3421 Home	Berwyn
3435 S. Home	Berwyn
3438 S. Home	Berwyn
3438 Home	"
3426 Home	Berwyn
3417 S Home	Berwyn
3416 HOME AVE	BERWYN



**Robert J. Lovero**  
Mayor



K-9

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**THOMAS J. PAVLIK**  
CITY CLERK

Date: 6.29.12

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party 1800 block of CLINTON AVE.

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 1800  
JULY 14, 2012 block  
of CLINTON AVE.

The residents request permission to hold the event on JULY 28, 2012

With a rain date of AUGUST 4, 2012. We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

Paty Katsuleas

Contact person is: PATY KATSULEAS

Address is: 1833 CLINTON AVE.

Phone number is: \_\_\_\_\_

\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 1800 BLOCK OF CLINTON AVE.  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON JULY 28, 2012  
 BETWEEN THE HOURS OF 8 AM AND 9 PM, OUR RAIN DATE IS AUG 4th  
 ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

NAME

ADDRESS

1833 CLINTON AVE.  
 7/16 1819 S Clinton  
 1851 S. Clinton Ave  
 1843 S. CLINTON  
 1836 S. Clinton  
 1812 Clinton Ave  
 1838 Clinton Ave.  
 1834 Clinton Ave.  
 1829 Clinton Ave  
 1828 Clinton Ave.  
 1835 Clinton Ave  
 1835 S. Clinton Ave  
 1837 Clinton Ave  
 1805 S. Clinton  
 1806 Clinton Ave  
 1813 Clinton Ave  
 1821 Clinton Ave  
 1847 Clinton Ave  
 1817 Clinton Ave  
 1835 S. Clinton Ave  
 1815 S. Clinton Ave  
 1820 S. Clinton Ave.

**Robert J. Lovero**  
Mayor



**Rafael Avila**  
Seventh Ward Alderman

K-10

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July 5, 2012

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

**RE: 1800 Block of Clinton Avenue Rummage Sale**

Dear Mayor and Follow Alderman:

Please be advised that the undersigned residents (petition attached) of the 1800 block of Clinton Avenue would like to hold a front yard rummage sale on July 14<sup>th</sup> and 15<sup>th</sup> from 9:00am until 5:00pm. The streets will remain open during the rummage sale.

I am asking for your concurrence in allowing this event to take place.

Please do not hesitate to contact me with any questions that you may have regarding this matter.

Sincerely,  
Rafael Avila  
Alderman, 7 Ward

**Robert J. Lovero**  
**Mayor**



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**Thomas Pavlik**  
**City Clerk**

Date: 6.29.12

Mayor Lovero & Members of  
The Berwyn City Council

Re: **ALLEY GARAGE SALE** 1800 blocks of CUNTON AVE.

Honorable Mayor Lovero & Members of Council:

The residents of the 1800 block of CUNTON AVE  
Name of Street/Streets

Wish to hold an **ALLEY GARAGE SALE** on JULY 14, 2012 / JULY 15, 2012  
Date / Dates (Maximum 2)

We are aware of the *Ordinance* regarding **ALLEY GARAGE SALES** and will abide by all of them.

Thank you for your consideration.

Yours truly,

Patty Katsuleas

Contact person is: PATTY KATSULEAS

Address: 1833 CUNTON AVE.

Phone number: \_\_\_\_\_

WE THE UNDERSIGNED RESIDENTS OF THE 1800 BLOCK OF CLINTON AVE  
(Street)  
 DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK ALLEY / GARAGE SALE JULY 14, 15<sup>th</sup>  
 BETWEEN THE HOURS OF 9 AM AND 5 PM. OUR RAIN DATE IS AUG. 4<sup>th</sup> 15<sup>th</sup>

NAME	ADDRESS
	1819 S. CLINTON AVE.
	851 S. Clinton Ave
	1843 S. CLINTON
	1829 Clinton
	1835 S. CLINTON
	1834 CLINTON AVE
	1825 CLINTON AVE
	1820 S. Clinton Ave.
	1833 CLINTON AVE.
	1812 Clinton Ave
	1838 Clinton Ave
	1445 S. Clinton Ave
	1813 Clinton Ave
	1837 Clinton Ave
	1828 Clinton Ave
	1835 S. Clinton Ave
	1806 Clinton Ave
	1834 S. Clinton Ave
	1834 Clinton Ave
	1829 Clinton Ave
	1805 S. Clinton
	1847 Clinton Ave



K-11



**St. Michael and All Angels' Church**

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6732 WEST THIRTY FOURTH STREET - BERWYN, ILLINOIS 60402 - PHONE (708)788-2197 / 788-3108

July 02, 2012

Mr. Tom Pavlik,  
tpavlik@cl.berwyn.il.us

St. Michael and All Angels Church is planning to have a Rummage Sale on Saturday July 07 and Sunday July 08, 2012, from 8:00 a.m. to 4:00 p.m. We want you to be aware that we will be following Berwyn's regulation. If you have any concerns or questions about this matter, please, contact us via e-mail to [stmichaelangels@msn.com](mailto:stmichaelangels@msn.com) or to the telephone 1(708)788-2197 OR 788-3108.

Fain 36-3104207

K-12

St. Leonard Parent Association Blocktoberfest Committee  
3322 S. Clarence Avenue Berwyn, IL 60402

Berwyn City Hall  
6700 W. 26<sup>th</sup> Street  
Berwyn, IL 60402

June 12, 2012

To Whom It May Concern,

St. Leonard Parent Association is requesting to close Clarence Avenue between 33<sup>rd</sup> and 34<sup>th</sup> Streets on Saturday, October 6<sup>th</sup> for our 3rd Annual Blocktoberfest (rain date Sunday October 7<sup>th</sup> same time). We are requesting the street be closed from 8:30am-10:00pm for games, food, and entertainment purposes.

Any questions or concerns, please contact me at 708-715-0141.

Sincerely,

Annette Bennett  
Blocktoberfest Coordinator



June 26, 2012

K-13

City of Berwyn  
**Tom Pavlik**  
**City Clerk**  
6700 26th Street  
Berwyn, Illinois 60402

Re: Yearly Rummage Sale

Mr. Pavlik,

Thank you, for reading this communication. The New Life Community Church of Berwyn, 1900 S. Oak Park will like to host our annual Rummage Sale at our facilities parking lot on Saturday, August 4, 2012 from 9:00am to 4:00pm. We will utilize both parking lots of the Church and would like the north end of the alley ending southward to our property line closed off to avoid danger for the children. This leaves the south end of the alley for exist and egress.

This Fundraiser will be used to support our After School Program. On this fun day for the youth and family will include jumping jacks, basketball and bean bag competition along with refreshments.

We are looking forward to working with all of the City of Berwyn. If you have any questions or need additional information please feel free to contact me at 773-992-8399

Sincerely,  
**Pastor Abiathar Carroll**  
**Pastor Abiathar Carroll**  
**New Life Community Church -Berwyn**  
1900 So. Oak Park Ave. Berwyn, Illinois 60402  
Phone: 708-572-6490/ Cell: 773-992-8399  
Fax: 708-572-6490  
**"The Nobody Preacher"**  
Email: [abiatharc@newlifechicago.org](mailto:abiatharc@newlifechicago.org)  
Website: [www.newlifechicago.org](http://www.newlifechicago.org)

Cc: Mayor Robert J. Lovero  
Alderman Rafael Avila  
Alderman Theodore J. Polashek

Helping People Find Their Way Back to God  
Berwyn Office: 1900 South Oak Park Berwyn, Illinois 60402 Tel: 708-572-6490  
Main Office: West 51st Street ❖ Chicago, IL 60632  
[www.newlifechicago.org](http://www.newlifechicago.org) ❖ Tel: 773.838.9470 ❖ Fax: 773.838.9450



New Life Community Church

# RUMMAGE SALE FUNDRAISER

*Help us raise funds for our  
After School Program!*

Saturday, August 4, 2012

9:00 a.m. to 4:00 p.m.

\*Set up for vendors is 8:00 a.m. to 9:00 a.m.

New Life Community Church in Berwyn  
1900 S. Oak Park Ave.  
Berwyn, IL 60402

\*\$20.00 per one 10x10 space, which includes a table and two chairs.

A non-refundable \$10.00 deposit is required to reserve a table by Friday, August 3rd.

For more information, contact:

Rich (708) 612-2118

Lupe (630) 340-6444

Jose (773) 750-8240

or call the office (708) 572-6490

Fun & Games  
for the whole family!  
**FREE FOOD!**

 **newlife**  
Community Church  
Berwyn

**\*\*ALL funds will go to support our After School Program in the fall.**

K-14



Dear Thomas J. Pavlik,

Lectura Montessori School toddler teacher's, would like to hold a garage sale on Saturday, July 7, 2012 to raise fund to purchase new strollers and furniture for our toddlers. It will be held in the recess area of our school at 6823 W. Roosevelt Rd. Berwyn, IL 60402. We are submitting this letter as a formal request to hold our garage sale.

Please notify us at 708-393-6102 for authorization of this event. If you require anything else from us, please let us know.

Thank you very much in advance,

**Marisa Mendez**

Marisa Mendez  
Office Administrator



**Thomas J. Pavlik**

---

**From:** Marisa Garcia [merisam@lecturamontessorischool.com]  
**Sent:** Monday, July 02, 2012 3:30 PM  
**To:** Thomas J. Pavlik  
**Subject:** School Garage Sale  
**Attachments:** Letter For Garage Sale.docx

Attached you will find the letter needed for our event.

Thank you very much in advance for considering this permission. Next time will give proper time frame for your written approval.

Marisa Mendez  
Office Administrator

**Robert J. Lovero**  
Mayor



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www.berwyn-il.gov

**THOMAS J. PAVLIK**  
CITY CLERK

Date: 07/06/12

Mayor Lovero & Members  
Of the Berwyn City Council

Re: Block Party on Harvey Ave block of 1900

Honorable Mayor Lovero & Members of City Council:

Attached, please find a petition for a block party on the 1900 block  
of Harvey Av.

The residents request permission to hold the event on 07/21/12

With a rain date of \_\_\_\_\_ We are aware of the ordinance  
regarding block parties and will abide by all of them.

Thank you for your consideration.

Yours truly,

Hector Sanchez

Contact person is: Hector Sanchez

Address is: 1932-S-Harvey Ave.

Phone number is: \_\_\_\_\_

\*\*\*\*PLEASE RETURN 3-4 WEEKS PRIOR TO DATE REQUESTED\*\*\*\*

WE THE UNDERSIGNED RESIDENTS OF THE 1900 BLOCK OF HARVEY

DO HEREBY REQUEST PERMISSION TO CONDUCT A BLOCK PARTY ON 7/21/12

BETWEEN THE HOURS OF \_\_\_\_\_ AND \_\_\_\_\_, OUR RAIN DATE IS \_\_\_\_\_

ALL REFUSE MUST BE PLACED IN PROPER CONTAINERS FOR PICKUP BY CLEARING DISPOSAL\*\*

ADDRESS

- 1900 S HARVEY BERWYN IL
- 1923 S HARVEY BERWYN IL
- ~~1932~~ 1932 S HARVEY BERWYN IL
- 1932 S HARVEY AVE. BERWYN IL
- 1923 HARV. AV BERWYN
- 1917 S HARVEY BERWYN IL
- 1931 S - HARVEY
- 1922 HARVEY
- 1921 S HARVEY BERWYN IL
- 1917 HARVEY BERWYN IL
- 1916 S HARVEY BERWYN IL
- 1928 S HARVEY BERWYN IL
- 1930 S HARVEY AVE BERWYN IL
- 1926 S HARVEY AVE
- 1918 S HARVEY AVE
- 1920 S HARVEY AVE END
- 1930 S HARVEY BERWYN
- 1932 S HARVEY BERWYN
- 1922 S HARVEY BERWYN
- 1934