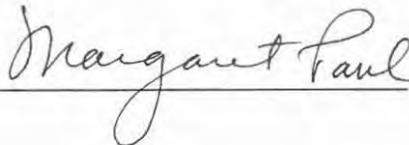


The Mayor and City Council welcome you. Please note: comments are permitted only during Open Forum and only for items not already on the agenda. When called upon by the Mayor, kindly state your name and address for the record. Thank you for your participation.

- A. Pledge of Allegiance and Moment of Silence
- B. Open Forum
- C. Approval of Minutes
  - 1. Committee of the Whole and Regular City Council Minutes for meetings held on 2/26/2019
- D. Bid Openings
- E. North Berwyn Park District
  - 1. Request for Approval of 2<sup>nd</sup> Annual Corrida del Mariachi 5-K, Street Closures, and City Services
- F. Reports from the Mayor
- G. Reports from the Clerk
  - 1. Revocation of Handicap Parking Permit #29 located at 1838 Elmwood
- H. Zoning Boards of Appeals
  - 1. Zoning Appeal Re: 6509 W. Stanley Avenue for Car Wash in C-3 Depot Mixed-Use Zoning District
  - 2. Zoning Appeal Re: 3401-3423 S. Ridgeland Avenue Special Use Planned Development with **Ordinance Approving a Preliminary and Final Plan for a Planned Development/Special Use Within the R-3 Two-Family Residence Zoning District**
- I. Reports from the Aldermen, Committees and Boards
  - 1. Ald. Garcia: HDCP Application #1233 for 1442 S. Scoville Reconsideration of Previous Denial, Approve and Review at Later Date
  - 2. Ald. Garcia: HDCP Application #1247 for 1320 Wesley Override Staff Recommendation, Approve and Review at Later Date
  - 3. Ald. Santoy: Non-Union Employee Insurance Premium Increase
  - 4. Ald. Santoy: Budget and Finance Aldermanic Committee Meeting Minutes of 2/27/2019
  - 5. Ald. Reardon: Final Distribution of the new securitization funds and subsequent ratification of the decision to authorize Mayor to approve financing rate of 5.72%
  - 6. Ald. Lennon: Handicap Space Removal Permit #94 at 3839 Home Avenue
- J. Reports from the Staff
  - 1. Finance Director: 2019 Appropriation **Ordinance** with City Budget Document
  - 2. Asst. City Administrator: Request to Award 3-Yr Contract for Floor Mat Cleaning / Rental (City Hall and Recreation Center)
  - 3. City Attorney: **Ordinance Amending Section 462.04 Classification of License Fees and Amending Traffic Code**
  - 4. Library Int. Director: Advertise and Replace Vacant Staff Position
- K. Consent Agenda
  - 1. Payroll: 3/6/2019 in the amount of \$1,192,079.89
  - 2. Payables: 2/28/2019 – 3/13/ 19: \$1,609,955.61
  - 3. Building and Local Improvements: Informational
  - 4. Handicap Parking App. #1249 at 2103 ½: Approve
  - 5. Handicap Parking App. #1524 at 1524 S. Kenilworth: Approve
  - 6. Handicap Parking App. #1248 at 2246 Grove: Approve
  - 7. Christian Congregation of Jehovah's Witnesses: Permission for Use of Public Way April 1 through June 29, 2019
  - 8. Collections Department Report for February, 2019: Informational

  
City Clerk Margaret Paul

Total Items: 23





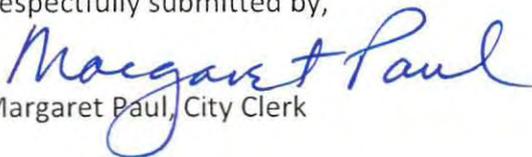
C-1

Berwyn City Council  
Committee of the Whole Minutes  
February 26, 2019

Mayor Lovero called the Committee of the Whole to order at 6:05 p.m. The following Aldermen answered present: Lennon, Ramirez, Fejt, Santoy, and Avila. Ald. Avila made a motion, seconded by Ald. Santoy, to excuse Aldermen Reardon, Ruiz and Garcia. The motion carried. Note: Ald. Garcia was present at 6:14 p.m., Ald. Reardon was present at 6:23 p.m., and Ald. Ruiz was present at 6:31 p.m.

1. Mayor Lovero recognized Finance Director Rasheed Jones. Mr. Jones and Assistant Finance Director Ben Daish distributed copies of the 2019 Annual Draft Budget for Fiscal Year Beginning January 1, 2019. Mr. Jones advised that a copy of the draft budget will be added to the City's web site for public viewing. A public hearing on the budget is scheduled for March 12, 2019 pending council approval.
2. Mayor Lovero recognized Berwyn Police Chief Cimaglia who then introduced Bob Boehmer and Jeff Pryor; representatives from the consulting firm Hillard – Heintze. Mr. Boehmer distributed copies of the pamphlet entitled: Berwyn Police Department, A Comprehensive Staffing Study: Executive Summary, February 26, 2019. Mr. Pryor led a Power Point presentation on the report. Questions and discussion ensued on aspects of the staffing report.
3. There being no further business before the Committee of the Whole, Ald. Lennon made a motion, seconded by Ald. Santoy, to adjourn. The motion carried.
4. The Committee of the Whole adjourned at 6:56 p.m.

Respectfully submitted by,

  
Margaret Paul, City Clerk



C-1

**MINUTES**  
**Regular Berwyn City Council Meeting**  
**February 26, 2019**

1. Mayor Lovero called the Regular Meeting of the Berwyn City Council to Order at 8:00 p.m. The following Aldermen responded present upon the call of the roll: Lennon, Ramirez, Reardon, Fejt, Santoy, Ruiz, Avila, and Garcia.
2. The Pledge of Allegiance was recited. A moment of silence was given for the safety of Berwyn's First Responders.
3. Open Forum was announced. Ms. Linda Adami and Ms. Sarah Hrubecky, representing Boy Scout Troop 32, informed the council about the Troop's upcoming Pancake Breakfast to be held on April 13<sup>th</sup> and 14<sup>th</sup>, 2019 at St. Leonard Catholic Church. They distributed a letter seeking donations and sponsorships.
4. Minutes for the Committee of the Whole and Regular Berwyn City Council meetings, each held on February 12, 2019, were submitted. The Mayor recognized Ald. Lennon. Ald. Lennon made **a motion to amend his motion previously adopted** during the Regular meeting of February 12, 2019, (Item E-1, Minutes: Item #7) which granted permission to the Berwyn Development Corporation to hold their 2019 Schedule of Events and provide city services as required. Ald. Lennon asked to **amend his motion to state that approval of the scheduled events was granted and city services would be provided as requested and the BDC would be billed accordingly**. Ald. Avila made the second on the motion. The motion carried by a unanimous roll call vote. Thereafter, Ald. Avila made a motion, seconded by Ald. Fejt, to approve the Minutes for the Regular Meeting, with the addition, and Committee of the Whole meeting and place same on file for audit. The motion carried by a unanimous voice vote.
5. Ald. Lennon made a motion, seconded by Ald. Fejt, to approve the Berwyn Development Corporation's (BDC) request to hold the Route 66 Car Show on Saturday, August 24, 2019, to close Ogden Avenue between Ridgeland Avenue and Oak Park Avenue on that date between the hours of 6:00 a.m. and 5:00 p.m. for the event, authorize city departments to provide services as requested, to bill the BDC for the services accordingly, and to **adopt the Resolution as presented**, direct the Corporate Authorities to affix the necessary signatures and place it on its way to passage.
6. Ald. Avila made the motion, seconded by Ald. Garcia, to **adopt the Proclamation** honoring Ann Mackin for being chosen as the 34<sup>th</sup> Charles Piper Award winner, and thank her for her many years of service to the City of Berwyn. The motion carried by a unanimous voice vote. Thereafter, Mayor Lovero presented the Proclamation to Ms. Mackin.
7. Ald. Ruiz made the motion, seconded by Ald. Santoy, to withdraw Item G-1 from consideration at the request of the Clerk. The motion carried by a voice vote.
8. Ald. Fejt made the motion, seconded by Ald. Lennon, to concur with staff and **deny the application #1249** for a handicap parking permit due to the existence of a fire hydrant at the location. The motion carried by a voice vote.

**Berwyn City Council Minutes**  
**February 26, 2019 continued**

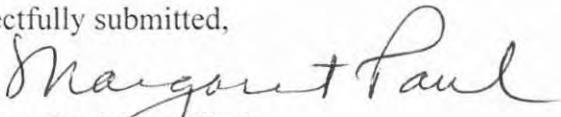
9. Ald. Ramirez made the motion, seconded by Ald. Reardon, to concur with the staff's recommendation to remove handicap signs located at 3123 S. Clarence due to non-compliance. The motion carried by a voice vote.
10. Ald. Ruiz made the motion, seconded by Ald. Santoy, to concur with staff's recommendation to remove handicap signs located at 1513 East Avenue due to non-compliance. The motion carried by a voice vote.
11. Ald. Ruiz made the motion, seconded by Ald. Santoy, to adopt the fee increase schedule for vehicle stickers as presented and earmark city sticker revenue generated by the increase to use for public parking improvements and that the adopted schedule be referred to the Legal Department to draft the appropriate ordinances. The motion carried by a voice vote.
12. Ald. Fejt made a motion, seconded by Lennon, to override the previous denial of a handicap parking space for 2415 S. Harvey Avenue and direct Public Works to install reserved handicap parking signs at the location. The motion carried by a voice vote.
13. Ald. Santoy made the motion, seconded by Ald. Garcia, to accept the Budget and Finance Aldermanic Committee Minutes as informational. The motion carried by a voice vote.
14. Ald. Avila made the motion, seconded by Ald. Fejt, to approve the Recreation Department Director's request to hold the annual Baseball Parade on April 27, 2019 beginning at 9:00 a.m., to close the requested streets for the parade as requested, and **adopt the Resolution** as submitted directing the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a voice vote.
15. Ald. Santoy made the motion, seconded by Ald. Ruiz, to call for a Public Hearing on the subject of the 2019 City of Berwyn budget to be held on March 12, 2019 at 5:45 p.m. in City Council Chambers.
16. Ald. Santoy made the motion, seconded by Ald. Ruiz, to concur and declare the 2004 Ford E-350 (VIN #1FDWE35L44HA96752) as surplus property. The motion carried by a voice vote.
17. Ald. Lennon made the motion, seconded by Ald. Fejt, to concur with staff and award the contract as submitted for the Library structure work to G. Fisher Commercial Construction, Inc. in the amount of \$116,144.00 with a 10% contingency not to exceed \$11,614.00 for a total contract cost of \$127,758.00. The motion carried unanimously on the call of the roll.
18. Ald. Lennon made the motion, seconded by Ald. Ruiz, to concur with staff and award the bid for the Library carpeting and tile contract to Noland Sales Corporation for a total bid price of \$58,000.00 plus the Alternate Areas price of \$4,000.00 for a total contract price not to exceed \$62,500.00. The motion carried unanimously on the call of the roll.
19. Ald. Lennon made the motion, seconded by Ald. Ruiz, to concur with staff and award the bid to move the Library furniture and book stacks to Hallett and Sons in an amount not to exceed \$24,500.00. The motion carried unanimously on the call of the roll.
20. Ald. Avila made the motion, seconded by Ald. Ruiz, to concur with staff and award a three year contract to Building Services of America for cleaning supplies. The motion carried unanimously on the call of the roll.
21. Ald. Avila made the motion, seconded by Garcia, to approve to collaborate with Mr. Tom Benson in holding a July 3<sup>rd</sup> Fireworks display, with rain date of July 5, 2019 and to provide emergency services

**Berwyn City Council Minutes**  
**February 26, 2019 continued**

and security for the event. The motion carried by a unanimous voice vote with Mr. Benson in attendance and thanked for his generosity.

22. Ald. Avila made the motion, seconded by Ald. Ramirez, to **adopt** the Ordinance entitled: **Amendment of Ordinance 616.08 – Offensive Keeping of Animals Part C – Regulations as to Chickens for the City of Berwyn, County of Cook, State of Illinois** and to direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried unanimously on the call of the roll.
23. The **Consent Agenda**, with items K-1 through K-3, was submitted.
1. Payroll: 2/20/2019 in the amount of \$1,224,608.48: Informational
  2. Payables: 2/14/2019 to 2/27/2019 in the amount of \$400,122.31: Informational
  3. Fitzgerald's Events: March 16, 2019 and July 3 – July 6, 2019
- Thereafter, Ald. Avila made the motion, seconded by Ald. Ruiz, to concur and approve the Consent Agenda as submitted by omnibus vote designation. The motion carried by a voice vote.
24. Announced Aldermanic Committees and Meetings:  
Fejt: Building Zoning and Development Meeting on March 7, 2019 5:30 p.m. – Conference Room  
Santoy: Budget and Finance Meeting; February 27, 2019 at 6:15 p.m.  
Ruiz: Public Works, Parking, Trees, Traffic, Meeting on March 12, 2019 at 5:00 pm.  
Ruiz: 6<sup>th</sup> Ward Coffee Event: March 1, 2019 Berwyn Bodega  
Lennon: Coffee with the Alderman, 1890 Café February 16, 2019 from 9:00 a.m. to 11 a.m.
25. There being no further business to come before the Council, Ald. Lennon made the motion, seconded by Ald. Ruiz, to adjourn at the hour of 8:48 pm. The motion carried by a voice vote.

Respectfully submitted,

  
Margaret Paul, City Clerk

E-1

## NORTH BERWYN PARK DISTRICT

The Honorable  
Mayor Robert J. Lovero

City Council  
City of Berwyn  
6700 26th Street  
Berwyn, IL 60402

Subject: North Berwyn Park District 5K Run – Saturday, August 17, 2019

Dear Mayor Lovero and City Council:

The North Berwyn Park District provides outstanding recreation and leisure services to the residents of the City of Berwyn. It is the goal of the North Berwyn Park District to improve the quality of life for all that participate in our activities.

The North Berwyn Park District respectfully requests approval from the Berwyn City Council to conduct the second annual ***Corrida del Mariachi*** 5K CARA certified run and one mile family walk through the streets of Berwyn. This event would require the temporary closure of select streets along the run/walk route. The closures would be approximately 60 minutes for the 5K run and the one mile walk.

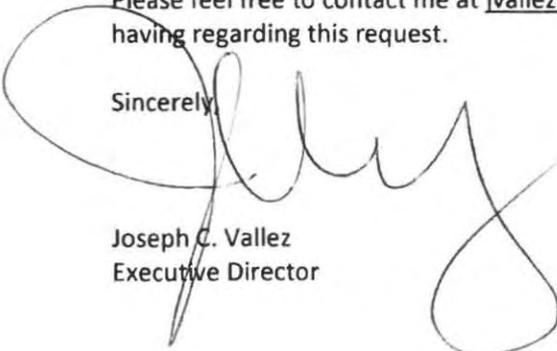
Enclosed is a map detailing both the run and walk routes. Please be advised the 5K route is being conducted on 16<sup>th</sup>, East, Cermak, Riverside Drive and Home streets, these streets will be opened immediately after the last runner passes through the route. The family walk is being conducted on interior less traveled streets with both routes ending on 16<sup>th</sup> and Wesley.

The park district will meet with the Berwyn Police, Public Works, Fire Department and Mayor's office to coordinate the logistics of this event. It is our goal to conduct this event with the quality and consideration of all events coordinated by the North Berwyn Park District.

We believe this event will be another reason people look to Berwyn as a place to reside, open a business and call home. We hope our local businesses see significant increases in revenue from activities associated with the 5K run and family walk.

Please feel free to contact me at [jvallez@nbpd4fun.org](mailto:jvallez@nbpd4fun.org) or 708-749-4900 with any questions you may have regarding this request.

Sincerely,

  
Joseph C. Vallez  
Executive Director

- TRUCK
- IDOT BARRIAGE
- BURNING FIRE
- Command Post
- BFD - Ambulance





# CITY OF BERWYN EVENT APPLICATION



Please provide information about your planned event:

Date of Event: Sat, Aug 17, 2019 Time: Start 5:00 am End 10:00 am  
(Run at 8am - 10am apply)

Allowed Event Times

Block Parties  
8AM to 9PM

All Other Events  
8AM to 11PM

Type: Block Party  Parade  Open Air Event  Use of Public Way

Description of Event: Corrida del Mariachi SK Run / 1 mile walk

Location of Event: 10th St to East Ave; to Cermak, to Riverside Dr; to Home Ave - North to 14th St east to Clinton, south to 16th Street to Wesley Ave

(Please print)

Name of Applicant: North Berwyn Park District

Address: 16101 Wesley Ave, Berwyn IL Daytime Phone: 708-744-4900

E-mail Address: jvallezenbd@fun.org Alt. Phone: \_\_\_\_\_

Do you plan to use: (Please mark all that apply)

Live or Recorded Music <input checked="" type="checkbox"/>	Sound Equip. / Amplifiers <input checked="" type="checkbox"/>	Bounce Houses or Inflatables <input type="checkbox"/>
	Food Vendors <input type="checkbox"/>	Commercial Food Prep. Equipment <input type="checkbox"/>
Crafter / Vendors <input type="checkbox"/>	Alcohol Sales <input type="checkbox"/>	Portable Toilets and Sanitation <input checked="" type="checkbox"/>

Will you require any of the following City services? Yes  No

- \* Please contact the Police Dept. for fee schedule if requesting Police Detail or Security.
 

Street Closure <input checked="" type="checkbox"/>	Rolling Street Closure <input checked="" type="checkbox"/>	Alley Closure <input checked="" type="checkbox"/>	Parade Route Closure <input type="checkbox"/>
--	--	---	---
- \*\* These City services supplied only if available on the day of the event and subject to personnel availability
 

Barricades <input checked="" type="checkbox"/>	*Police Detail / Security <input checked="" type="checkbox"/>	Traffic Control <input checked="" type="checkbox"/>	
**Fire Truck <input type="checkbox"/>	**McGruff <input checked="" type="checkbox"/>	**K-9 Unit <input type="checkbox"/>	**Police Explorers Unit <input checked="" type="checkbox"/>

**City Council Approval IS REQUIRED for your event.** (City Council meets the 2nd & 4th Tuesday of every month)

- Submit this application to the Clerk's Office **8 weeks** prior to the event date.
- A Certificate of Insurance is required for Parades, Outdoor Events, Use of Public Way, as well as for all food and beverage sales.
- A Food License is required from the Berwyn Public Health Department for ALL food sales.
- A City of Berwyn Temporary Liquor License is required for ALL alcoholic beverage sales.
- A route map must be submitted with this application for all parades / demonstrations.
- USE OF PUBLIC WAY: Provide a list of intersections/corner locations and all dates being requested for use of public way. Location and Date availability is subject to approval. Use of public way is limited to one group per day, one group per location, and on a First Come—First Serve basis.
- The City reserves the right to regulate, restrict and limit use of the public way at all times.

The City of Berwyn

G-1



Margaret Paul  
City Clerk

**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

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

February 28, 2019

Re: Removal of Handicap Parking Reserved Space #29  
1838 S. Elmwood Ave, Apt. #2

Ladies and Gentlemen:

Chapter 484, Section 484.05 (Reservation of Street Parking for Persons with Disabilities) allows the City Council to revoke a reserved handicap parking permit for cause. It is my opinion that revocation of reserved parking permit #29 issued to Mr. Alberto Nunez is in order.

Alderman Ruiz notified me that she had received complaints that the resident issued the reserved parking space was not utilizing it in accord with Section 484.05. Following the receipt of the complaint, my staff requested the Berwyn Police Department to do random site visits during the months of October and November 2018 and again during the months of January and February, 2019. The site visits were conducted during various dates, times and during the overnight parking hours from 3:00 a.m. to 6:00 a.m.

The police report that a vehicle consistently parking in space #28 is not registered with the City of Berwyn for handicapped parking. During site visits, the police did not observe the registered vehicle parking in the reserved parking space #29.

I have conferred with 6th Ward Alderman Alicia Ruiz. It is our recommendation to revoke the handicap parking permit #29 and to remove the reserved parking signs due to violations of Ch. 484, Sec. 484.05. I sent a letter to Mr. Nunez informing him of our recommendation to remove the signs on February 21, 2018.

Respectfully,

Margaret Paul

Cc: Ald. Ruiz, File

H-1

Mayor  
**Robert J. Lovero**



City Clerk  
**Margaret M. Paul**

**A CENTURY OF PROGRESS WITH PRIDE**

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

**Zoning, Planning and  
Development Commission**

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

March 7, 2019

**Re: Request for approval of a Use Variation for a Car Wash in the C-3 Depot Mixed-Use Zoning District, at 6509 W. Stanley Avenue**

Mayor Lovero and Members of the City Council:

Attached for your consideration are Findings of Fact from the Zoning, Planning and Development Commission relative to the request of Antonio German for a Use Variation to locate a car wash use within the C-3 Depot Mixed-Use Zoning District, at the address commonly known as 6509 W. Stanley Avenue. A car wash use is not a permitted or special use in the C-3 Depot Mixed-Use Zoning District. A use variation to approve a hand car wash use in the C-3 Depot Mixed-Use Zoning District at 6509 W. Stanley Avenue may be granted where the standards applicable to variations set forth in Section 1252.03 of the Zoning Code of the City of Berwyn are found to have been met. Attached to the Findings of Fact are Exhibits from the Public Hearing.

**The recommendation of the Zoning, Planning and Development Commission in this matter was to DENY the request for a variation, on a vote of 6-1.** Because this matter was recommended for denial by the Commission, I am not including an Ordinance for your consideration at this time. In order to concur with the recommendation of denial, the Council only needs to approve a motion. If the Council is inclined to approve the request for a variation after discussion however, I will prepare and send an Ordinance for your consideration.

Respectfully,

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

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

**ZPDC No. 19-01  
February 20, 2019**

**APPLICATION:** Request for Approval of a Use Variation to Locate a Car Wash Use within the C-3 Depot Mixed Use Zoning District, at 6509 W. Stanley Avenue, Berwyn, Illinois

**PETITIONERS:** Antonio German ("Petitioner")

**PROPERTY:** 6509 W. Stanley Avenue, Berwyn, Illinois (the "Property")

**SUMMARY OF REQUEST AND RECOMMENDATION:** The City of Berwyn has received a request from Petitioner Antonio German ("Petitioner") for a Variation that would allow him to locate a car wash use on Property located in the C-3 Depot Mixed Use Zoning District, at 6509 W. Stanley Avenue. A car wash use is not a permitted or special use in the C-3 Depot Mixed Use Zoning District and a variation to allow such use is therefore required.

Following a public hearing held on February 20, 2019, the City of Berwyn Zoning, Planning and Development Commission recommended DENIAL of the requested variation on a vote of six (6) to one (1).

**BACKGROUND:** The existing building on the Property is equipped to operate as an automobile repair shop. Petitioner proposes to convert the building into a hand car wash facility.

Staff determined that a use variation was required pursuant to Section 1244.02 of the Zoning Code, in order to locate a car wash use within the C-3 Mixed Depot Use Zoning District. Petitioner then requested that the Zoning, Planning and Development Commission grant a use variation to allow the proposed use at the Property.

**PUBLIC HEARING:** At the public hearing on the variation request, Petitioner testified regarding the requested relief.

Petitioner advised the Commission of his proposal to convert the automobile repair shop currently existing at 6509 W. Stanley Avenue into a hand car wash. Petitioner stated that the car wash would use the entire lot. Petitioner does not propose to add any heavy equipment to the structure, as he contemplates a hand car wash. Petitioner would,

however, add two (2) overhead garage doors to the rear of the building. The building would not include drive-through dryers. The building would be equipped with a triple catch basin to collect water and other fluids.

Petitioner stated that the proposed car wash business would be open seven (7) days a week, from 8 A.M. to 7 P.M. The business would offer hand washes, detailing, and vacuum cleaning services. The business would accommodate six (6) vehicles at one time, and would typically employ six (6) to seven (7) employees per shift.

Petitioner advised that the building would have an entrance garage stall and an exit garage stall. Customers and employees would be able to park their cars on Stanley Avenue, or other nearby streets. Any cars not immediately accommodated by the business could park and wait nearby. The proposed plan currently includes two (2) parking spaces in back for employees.

Petitioner noted that he has operated similar car washes in the area for approximately ten (10) years. Petitioner works with his family members, and hopes to grow his business by opening another hand car wash at the Property. He noted that some of his other car washes exist on busy streets, and have not created excess traffic.

Petitioner advised that he would not recycle the water from the car wash process, but noted that his method of washing cars does not use excessive amounts of water.

Members of the public present at the meeting expressed concern over increased automobile traffic on Stanley Avenue, and in the alley adjacent to the building. Alderman Ramirez noted that cars regularly back up on Stanley Avenue, which is an important artery for commuters. Members of the public noted that the alley is small, and that the car wash would create substantial noise in the alley and surrounding area. Members of the public also shared concern over the lack of parking included in the plan. Members of the public expressed their belief that there is not sufficient parking on Stanley Avenue to support the use's parking needs.

Alderman Ramirez also noted concerns over additional water in the sewers on Stanley Avenue.

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

Exhibits marked during the course of the Public Hearing included: **City Group Exhibit 1**, which consisted of the published legal notice for the public hearing, and accompanying Certification of Publication, as well as the full application for the relief sought by Petitioner and supporting materials.

Zoning, Planning and Development Commissioner Dan Miller was the area investigator appointed for this matter. Commissioner Miller summarized his investigation for the Commission and submitted a written report.

The other members of the Zoning, Planning and Development Commission each then in turn expressed their views on the proposed Variation. Following a motion to deny the Variation by Member Miller, seconded by Member LaPietra, the Zoning, Planning and Development Commission recommended that the City Council DENY the requested Variation by a vote of 6-1.

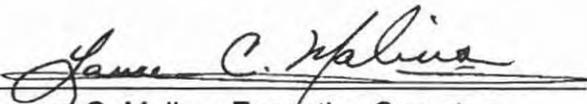
**FINDINGS:** The Zoning, Planning, and Development Commission makes the following Findings as to the proposed special use permit to construct a planned development:

- (A) **The proposed variation will not endanger the health, safety, comfort, convenience, and general welfare of the public.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. A number of residents testified that the proposed use would negatively impact the parking, traffic, noise, and stormwater drainage in the neighborhood.
- (B) **The proposed variation is compatible with the character of adjacent properties and other property within the immediate vicinity of the proposed variation.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. Petitioner testified that the building would remain one story, in conformance with adjacent properties. While the car wash facility contemplated is not dissimilar aesthetically from the structure already in place on the Property, its nature and resulting impacts are not compatible with the neighborhood.
- (C) **The proposed variation will not substantially diminish the value of adjacent properties and other property within the immediate vicinity of the proposed variation.** The members of the Zoning, Planning and Development Commission felt that this standard had not been met. Numerous residents testified that the proposed use would increase traffic and noise in the area, while placing a further strain on nearby parking. A majority of Commission members agreed, and found the use would have a substantial impact on the value of adjacent properties.
- (D) **The proposed variation alleviates a particular hardship created by the literal enforcement of this Zoning Code that would prevent the applicant from yielding a reasonable return from the subject property.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. The Petitioner has failed to demonstrate that the City's limitation on car washes in this zoning district represents a particular hardship that would prevent him from receiving a reasonable return from the subject property.
- (E) **The proposed variation is necessary due to the unique attributes of the subject property, which were not deliberately created by the applicant, and are not shared by adjacent properties and other properties within the immediate vicinity of the proposed variation.** In the opinion of a majority of

Commission members, this standard had not been met. The proposed use lacks adequate parking, and will bring large numbers of persons and automobiles to the Property for short windows of time. The conditions are not unique, in that they are no different than other buildings in the same zoning classification without adequate parking to support a commercial use that will bring large numbers of persons to the Property for short windows of time.

- (F) **The proposed variation is necessary to permit a reasonable use of land, but does not confer a special privilege on the applicant which is denied to the owners of adjacent properties and other properties within the immediate vicinity of the proposed variation.** A majority of Commission members found this standard had not been met. The proposed variation would substantially increase traffic, noise, and parking congestion in the area. Other properties within the immediate vicinity do not enjoy the privilege of bringing large numbers of persons and automobiles to their businesses, for short windows of time, without providing adequate parking and noise control.
- (G) **The proposed variation represents the minimum deviation from established standards necessary to accomplish the desired improvement of the subject property.** A majority of Commission members found this standard had not been met. The proposed use would require the City to substantially deviate from the established standards regarding use variations, including, but not limited to, standards related to the general welfare of the public, and surrounding property values.
- (H) **The proposed variation is consistent with the intent of the Comprehensive Plan, the Zoning Code, and the other land use policies of the city.** A majority of Commission members found this standard had not been met. Numerous residents testified that the proposed use would increase traffic and parking congestion in the area, particularly on Stanley Avenue. Stanley Avenue is an important commuting artery within the City. Several residents also testified that the proposed use would place an additional strain on the storm sewers on Stanley Avenue, and create excessive noise in the small alley adjacent to the Property. These outcomes are not consistent with the intent of the Comprehensive Plan, Zoning Code, and other land use policies of the city.

**RECOMMENDATIONS:** Based upon the foregoing Findings, the Zoning, Planning and Development Commission, by a vote of 6-1, recommends to the Mayor and City Council that the request of Petitioner Antonio German for a Variation to locate a car wash use in an C-3 Mixed-Use Depot Zoning District on the Property at 6509 W. Stanley Avenue, Berwyn, Illinois, be DENIED.

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

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

**ZPDC No. 19-01  
February 20, 2019**

**APPLICATION:** Request for Approval of a Use Variation to Locate a Car Wash Use within the C-3 Depot Mixed Use Zoning District, at 6509 W. Stanley Avenue, Berwyn, Illinois

**PETITIONERS:** Antonio German (“Petitioner”)

**PROPERTY:** 6509 W. Stanley Avenue, Berwyn, Illinois (the “Property”)

**SUMMARY OF REQUEST AND RECOMMENDATION:** The City of Berwyn has received a request from Petitioner Antonio German (“Petitioner”) for a Variation that would allow him to locate a car wash use on Property located in the C-3 Depot Mixed Use Zoning District, at 6509 W. Stanley Avenue. A car wash use is not a permitted or special use in the C-3 Depot Mixed Use Zoning District and a variation to allow such use is therefore required.

Following a public hearing held on February 20, 2019, the City of Berwyn Zoning, Planning and Development Commission recommended DENIAL of the requested variation on a vote of six (6) to one (1).

**BACKGROUND:** The existing building on the Property is equipped to operate as an automobile repair shop. Petitioner proposes to expand the building and convert the it into a hand car wash facility.

Staff determined that a use variation was required pursuant to Section 1244.02 of the Zoning Code, in order to locate a car wash use within the C-3 Mixed Depot Use Zoning District. Petitioner then requested that the Zoning, Planning and Development Commission grant a use variation to allow the proposed use at the Property.

**PUBLIC HEARING:** At the public hearing on the variation request, Petitioner testified regarding the requested relief.

Petitioner advised the Commission of his proposal to convert the automobile repair shop currently existing at 6509 W. Stanley Avenue into a hand car wash. Petitioner stated that the car wash would use the entire lot. Petitioner does not propose to add any heavy equipment to the structure, as he contemplates a hand car wash. Petitioner would,

however, add two (2) overhead garage doors to the rear of the building. The building would not include drive-through dryers. The building would be equipped with a triple catch basin to collect water and other fluids.

Petitioner stated that the proposed car wash business would be open seven (7) days a week, from 8 A.M. to 7 P.M. The business would offer hand washes, detailing, and vacuum cleaning services. The business would accommodate six (6) vehicles at one time, and would typically employ six (6) to seven (7) employees per shift.

Petitioner advised that the building would have an entrance garage stall and an exit garage stall. Customers and employees would be able to park their cars on Stanley Avenue, or other nearby streets. Any cars not immediately accommodated by the business could park and wait nearby. The proposed plan currently includes two (2) parking spaces in back for employees.

Petitioner noted that he has operated similar car washes in the area for approximately ten (10) years. Petitioner works with his family members, and hopes to grow his business by opening another hand car wash at the Property. He noted that some of his other car washes exist on busy streets, and have not created excess traffic.

Petitioner advised that he would not recycle the water from the car wash process, but noted that his method of washing cars does not use excessive amounts of water.

Members of the public present at the meeting expressed concern over increased automobile traffic on Stanley Avenue, and in the alley adjacent to the building. Alderman Ramirez noted that cars regularly back up on Stanley Avenue, which is an important artery for commuters. Members of the public noted that the alley is small, and that the car wash would create substantial noise in the alley and surrounding area. Members of the public also shared concern over the lack of parking included in the plan. Members of the public expressed their belief that there is not sufficient parking on Stanley Avenue to support the use's parking needs.

Alderman Ramirez also noted concerns over additional water in the sewers on Stanley Avenue.

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

Exhibits marked during the course of the Public Hearing included: **City Group Exhibit 1**, which consisted of the published legal notice for the public hearing, and accompanying Certification of Publication, as well as the full application for the relief sought by Petitioner and supporting materials.

Zoning, Planning and Development Commissioner Donald Miller was the area investigator appointed for this matter. Commissioner Miller summarized his investigation for the Commission and submitted a written report.

The other members of the Zoning, Planning and Development Commission each then in turn expressed their views on the proposed Variation. While most members felt the approval was not appropriate due to likely excess traffic on Stanley. Member Donald Miller felt that the use variation would be proper with conditions. Following a motion to deny the Variation by Member Walega, seconded by Member LaPietra, the Zoning, Planning and Development Commission recommended that the City Council DENY the requested Variation by a vote of 6-1.

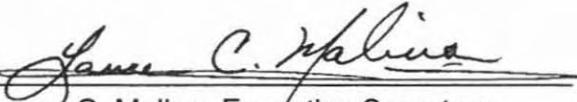
**FINDINGS:** The Zoning, Planning, and Development Commission makes the following Findings as to the proposed special use permit to construct a planned development:

- (A) **The proposed variation will not endanger the health, safety, comfort, convenience, and general welfare of the public.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. A number of residents testified that the proposed use would negatively impact the parking, traffic, noise, and stormwater drainage in the neighborhood.
- (B) **The proposed variation is compatible with the character of adjacent properties and other property within the immediate vicinity of the proposed variation.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. Petitioner testified that the building would remain one story, in conformance with adjacent properties. While the car wash facility contemplated is not dissimilar aesthetically from the structure already in place on the Property, its nature and resulting impacts are not compatible with the neighborhood.
- (C) **The proposed variation will not substantially diminish the value of adjacent properties and other property within the immediate vicinity of the proposed variation.** The members of the Zoning, Planning and Development Commission felt that this standard had not been met. Numerous residents testified that the proposed use would increase traffic and noise in the area, while placing a further strain on nearby parking. A majority of Commission members agreed, and found the use would have a substantial impact on the value of adjacent properties.
- (D) **The proposed variation alleviates a particular hardship created by the literal enforcement of this Zoning Code that would prevent the applicant from yielding a reasonable return from the subject property.** A majority of the members of the Zoning, Planning and Development Commission felt that this standard had not been met. The Petitioner has failed to demonstrate that the City's limitation on car washes in this zoning district represents a particular hardship that would prevent him from receiving a reasonable return from the subject property.
- (E) **The proposed variation is necessary due to the unique attributes of the subject property, which were not deliberately created by the applicant, and**

**are not shared by adjacent properties and other properties within the immediate vicinity of the proposed variation.** In the opinion of a majority of Commission members, this standard had not been met. The proposed use lacks adequate parking, and will bring large numbers of persons and automobiles to the Property for short windows of time. The conditions are not unique, in that they are no different than other buildings in the same zoning classification without adequate parking to support a commercial use that will bring large numbers of persons to the Property for short windows of time.

- (F) **The proposed variation is necessary to permit a reasonable use of land, but does not confer a special privilege on the applicant which is denied to the owners of adjacent properties and other properties within the immediate vicinity of the proposed variation.** A majority of Commission members found this standard had not been met. The proposed variation would substantially increase traffic, noise, and parking congestion in the area. Other properties within the immediate vicinity do not enjoy the privilege of bringing large numbers of persons and automobiles to their businesses, for short windows of time, without providing adequate parking and noise control.
- (G) **The proposed variation represents the minimum deviation from established standards necessary to accomplish the desired improvement of the subject property.** A majority of Commission members found this standard had not been met. The proposed use would require the City to substantially deviate from the established standards regarding use variations, including, but not limited to, standards related to the general welfare of the public, and surrounding property values.
- (H) **The proposed variation is consistent with the intent of the Comprehensive Plan, the Zoning Code, and the other land use policies of the city.** A majority of Commission members found this standard had not been met. Numerous residents testified that the proposed use would increase traffic and parking congestion in the area, particularly on Stanley Avenue. Stanley Avenue is an important commuting artery within the City. Several residents also testified that the proposed use would place an additional strain on the storm sewers on Stanley Avenue, and create excessive noise in the small alley adjacent to the Property. These outcomes are not consistent with the intent of the Comprehensive Plan, Zoning Code, and other land use policies of the city.

**RECOMMENDATIONS:** Based upon the foregoing Findings, the Zoning, Planning and Development Commission, by a vote of 6-1, recommends to the Mayor and City Council that the request of Petitioner Antonio German for a Variation to locate a car wash use in an C-3 Mixed-Use Depot Zoning District on the Property at 6509 W. Stanley Avenue, Berwyn, Illinois, be DENIED.

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

H-2

Mayor  
**Robert J. Lovero**



City Clerk  
**Margaret M. Paul**

**A CENTURY OF PROGRESS WITH PRIDE**

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**Zoning, Planning and  
Development Commission**

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

March 7, 2019

**Re: Findings of Fact - Request for approval of a Preliminary and Final Plan for a Special Use/Planned Development in the R-3 Two-Family Residence Zoning District at 3401-3423 S. Ridgeland**

Mayor Lovero and Members of the City Council:

Attached for your consideration are Findings of Fact from the Zoning, Planning and Development Commission relative to the request of A Plus Rental Management LLC/Katherine Kania for approval of a Preliminary and Final Plan for a Special Use/Planned Development to be located within the R-3 Two-Family Residence Zoning District, at the address commonly known as 3401-3423 S. Ridgeland Avenue. A planned development is authorized as a special use in the R-3 Two-Family Residence Zoning District. A preliminary and final plan for a planned development in the R-3 Two-Family Residence Zoning District at 3401 – 3423 S. Ridgeland Avenue may be granted where the standards applicable to a special use and planned development set forth in Sections 1252.03 and 1252.04 of the Zoning Code of the City of Berwyn are found to have been met. Attached to the Findings of Fact are Exhibits from the Public Hearing.

**The Zoning, Planning and Development Commission recommended APPROVAL of the requested Preliminary and Final Plan for a Special Use/Planned Development, on a vote of seven (7) in favor and zero (0) opposed.**

Respectfully,

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

CITY OF BERWYN

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

**AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLAN FOR A PLANNED DEVELOPMENT/SPECIAL USE WITHIN THE R-3 TWO-FAMILY RESIDENCE ZONING DISTRICT AT THE ADDRESS COMMONLY KNOWN AS 3401-3423 S. RIDGELAND AVENUE, ILLINOIS - KATHERINE AND VITO KANIA, D/B/A A PLUS RENTAL MANAGEMENT**

**WHEREAS**, a request (the "Application") seeking approval of a preliminary and final plan for a special use/planned development to construct a planned development consisting of three (3) 12-unit apartment buildings at 3401-3423 S. Ridgeland Avenue, Berwyn, Illinois (the "Subject Property"), in addition to the one (1) existing 12-unit apartment building on the Subject Property, in the R-3 Two-Family Residence Zoning District, was filed by Petitioner Katherine and Vito Kania, d/b/a A Plus Rental Management (the "Applicant") with the City of Berwyn; and

**WHEREAS**, a planned development requires a special use permit in order to operate within the R-3 Two-Family Residence Zoning District, per Section 1244.02 of the Zoning Code of the City of Berwyn ("Zoning Code"); and

**WHEREAS**, the Applicant requests certain zoning exceptions as part of the planned development to construct multi-family buildings in the R-3 Two-Family Residence Zoning District (Sections 1246.12/1244.02/Table 1244.02-A), to allow a maximum impervious coverage area over 75% (Table 1246.12-A), to allow a front yard setback of two (2) feet instead of the ten (10) feet allowed by Code (Table 1246-12-A), to allow a zero (0) foot setback of the parking lot from the lot line, instead of the one (1) foot required by Code (Section 1248.01-C-5), to allow parking stall widths of eight (8) feet, instead of the nine (9) feet required by Code (Section 1248.05/Table 1248.05-A), to waive the required six (6) bicycle storage spaces per building, and to instead provide bicycle storage hooks as requested by owners in individual units (Section 1248.04/Table 1248.04-A) and to allow tandem parking, consistent with the existing multi-family buildings to the south; and

**WHEREAS**, the Subject Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

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

**WHEREAS**, on February 20, 2019, the Commission held a public hearing on the Application pursuant to notice thereof given in the manner required by law, and, after considering all of the testimony and evidence presented at the public hearing, the Commission recommended approval of the Application by a vote of 7-0, all as set forth

in the Findings and Recommendation of the Commission in this matter ("Findings and Recommendation"), a copy of which is attached hereto as **Exhibit B**; and

**WHEREAS**, the City Council of the City has duly considered the Findings and Recommendation of the Commission, and all of the materials, facts and circumstances affecting the Application, and, in accordance with the Findings and Recommendation of the Commission, find that the Application satisfies the standards set forth in Section 1252.04(F) of the Zoning Code relating to planned developments, and the standards set forth in Section 1252.03(C)(4) of the Zoning Code relating to special use permits.

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

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

**Section 2: Approval of a Preliminary and Final Plan for a Special Use/Planned Development for a Multi-Family Development.** The City Council, acting pursuant to the authority vested in it by the laws of the State of Illinois and the Zoning Code, hereby approve and adopt the Findings and Recommendation of the Zoning, Planning and Development Commission, a copy of which is attached hereto as **Exhibit B**, and incorporate such Findings and Recommendation by reference as if fully set forth herein. The City Council further approves a preliminary and final plan for a special use/planned development in the R-3 Two-Family Residence Zoning District on the Subject Property located at 3401-3423 S. Ridgeland Avenue, Berwyn, Illinois, as legally described in **Exhibit A**, with the zoning exceptions listed herein and in the Findings and Recommendation.

**Section 3: Violation of Condition or Code.** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the City shall be grounds for the immediate rescission by the City Council of the approvals made in this Ordinance.

**Section 4: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

**Section 5: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2019.

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2019.

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

ATTEST:

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

Published by me in pamphlet form this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

## **EXHIBIT A**

**PARCEL 1: THE NORTH 24.64 FEET OF LOT 39 AND ALL OF LOTS 40 TO 49, BOTH INCLUSIVE, IN BLOCK 16 IN WHITE AND COLEMAN'S LAVERGNE SUBDIVISION, BEING A SUBDIVISION OF BLOCKS 13 TO 28, BOTH INCLUSIVE, IN CHEVIOT'S FIRST DIVISION IN THE NORTHWEST ¼ OF SECTION 32, TOWNSHIP 39 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.**

**PARCEL 2: UNIT 3-101, 3-102, 3-103 AND 3-104 IN RIDGELAND CROSSING CONDOMINIUM, AS DELINEATED ON A PLAT OF SURVEY OF THE FOLLOWING DESCRIBED TRACT OF LAND: PARTS OF LOTS 31 THROUGH 49, BOTH INCLUSIVE, TAKEN AS A SINGLE TRACT OF LAND, IN BLOCK 16 IN WHITE AND COLEMAN'S LAVERGNE SUBDIVISION OF LOTS 13 TO 28 IN CHEVIOT'S FIRST DIVISION IN THE NORTHWEST ¼ OF SECTION 32, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, WHICH PLAT OF SURVEY IS ATTACHED AS EXHIBIT "A" TO THE DECLARATION OF CONDOMINIUM OWNERSHIP RECORDED FEBRUARY 14, 2006 AS DOCUMENT NUMBER 0604534002, AND AS AMENDED FROM TIME TO TIME, TOGETHER WITH ITS UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS, IN COOK COUNTY, ILLINOIS.**

**PINS: 16-32-130-009, 16-32-130-010, 16-32-130-011, 16-32-130-012, 16-32-130-013, 16-32-130-014, 16-32-130-015, 16-32-130-016, 16-32-130-017 and 16-32-130-071. Plus 16-32-130-072-1025, 16-32-130-072-1026, 16-32-072-1027 and 16-32-072-1028.**

**COMMONLY KNOWN AS: 3401-3423 S. Ridgeland Avenue, Berwyn, Illinois**

**EXHIBIT B**

**FINDINGS AND RECOMMENDATION**

**(ATTACHED)**

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF COOK            )

**CLERK'S CERTIFICATE**

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

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

**AN ORDINANCE APPROVING A PRELIMINARY AND FINAL PLAN FOR A PLANNED DEVELOPMENT/SPECIAL USE WITHIN THE R-3 TWO-FAMILY RESIDENCE ZONING DISTRICT AT THE ADDRESS COMMONLY KNOWN AS 3401-3423 S. RIDGELAND AVENUE, ILLINOIS - KATHERINE AND VITO KANIA, D/B/A A PLUS RENTAL MANAGEMENT**

which Ordinance was passed by the City Council of the City of Berwyn at a Regular City Council Meeting on the \_\_\_ day of \_\_\_\_\_, 2019, at which meeting a quorum was present, and approved by the Mayor of the City of Berwyn on the \_\_\_ day of \_\_\_\_\_, 2019.

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

AYES:

NAYS:

ABSENT:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Berwyn, this \_\_\_ day of \_\_\_\_\_, 2019.

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

[SEAL]

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

**ZPDC No. 19-02  
February 20, 2019**

**APPLICATION:** Request for Approval of a Preliminary and Final Plan for a Special Use/Planned Development to be Located within the R-3 Two-Family Residence Zoning District, at 3401-3423 S. Ridgeland Avenue

**PETITIONER:** Katherine and Vito Kania/A Plus Rental Management

**PROPERTY:** 3401-3423 S. Ridgeland Avenue, Berwyn, Illinois (the "Property")

**SUMMARY OF REQUEST AND RECOMMENDATION:** The City of Berwyn has received a request from Katherine and Vito Kania, d/b/a A Plus Rental Management ("Petitioner") for approval of a special use permit to construct a planned development consisting of three (3) 12-unit rental apartment buildings in addition to the one (1) existing 12-unit building on the Property commonly known as 3401-3423 S. Ridgeland Avenue, in the R-3 Two-Family Residence District. A planned development requires a special use permit in order to operate within the R-3 Two-Family Residence Zoning District, per Section 1244.02 of the Zoning Code of the City of Berwyn ("Zoning Code").

Following a public hearing held on February 20, 2019, the City of Berwyn Zoning, Planning and Development Commission voted seven (7) in favor and zero (0) opposed, to recommend approval of a special use permit to construct the planned development to the Mayor and City Council.

**BACKGROUND:** The Property consists of one (1) existing 12-unit rental apartment building located at the Property's southern end. The Petitioner proposes to build three (3) additional 12-unit apartment buildings similar to the existing structure.

Staff determined that a special use permit was required pursuant to Section 1244.02 of the Zoning Code, in order to construct a planned development within the R-3 Two-Family Residence Zoning District. Petitioner then requested that the Zoning, Planning and Development Commission grant a special use permit to allow the proposed planned development at the Property.

**PUBLIC HEARING:** At the public hearing on the variation request, attorney Patrick Benjamin presented on behalf of the Petitioner regarding the requested relief.

Benjamin stated that the proposed planned development is part of a previous plan that has yet to be completed in full. The planned development proposes three (3) additional

12-unit apartment buildings to match the bulk characteristics of the existing structure on the Property. The new buildings would be similar in all respects except aesthetics to the existing structure, which was previously approved in substantially the same form by the Zoning, Planning and Development Commission in February, 2005. An existing vacant home on the Property would be removed.

Benjamin advised that the proposed buildings would be three (3) stories tall, with four (4) apartment units per story. The buildings are proposed to include brick veneers wrapping around the exteriors. The development would include onsite parking, including sufficient spaces for handicapped drivers under the Zoning Code. The development team is considering adding a corner driveway to further alleviate traffic concerns.

The development would be equipped to retain one (1) inch of rain water, per the requirements of the Metropolitan Water Reclamation District of Greater Chicago. Water from the site would drain into a storm sewer on Ridgeland Avenue. The site would connect to sanitary and storm sewers on Ridgeland Avenue, which are oversized.

Benjamin noted that there is high demand for quality rental units in the area. Certain exceptions from the City's Zoning regulations are sought as part of the Planned Development. These exceptions are as follows: an exception to construct multi-family buildings in the R-3 Two-Family Residence Zoning District (Sections 1246.12/1244.02/Table 1244.02-A), to allow a maximum impervious coverage area over 75% (Table 1246.12-A), to allow a front yard setback of two (2) feet instead of the ten (10) feet allowed by Code (Table 1246-12-A), to allow a zero (0) foot setback of the parking lot from the lot line, instead of the one (1) foot required by Code (Section 1248.01-C-5), to allow parking stall widths of eight (8) feet, instead of the nine (9) feet required by Code (Section 1248.05/Table 1248.05-A), to waive the required six (6) bicycle storage spaces per building, and to instead provide bicycle storage hooks as requested by owners in individual units (Section 1248.04/Table 1248.04-A) and to allow tandem parking, consistent with multi-family buildings to the south.

Members of the public expressed concerns about the density of the project, and the traffic that would result from the influx of residents. One resident expressed concern over the poor condition of the alley adjacent to the project, wondering whether it could support this kind of development.

Exhibits marked during the course of the Public Hearing included: **City Group Exhibit 1**, which consisted of the published legal notice for the public hearing, and accompanying Certification of Publication, as well as the full application for the relief sought by Petitioner and supporting materials, and Petitioner Exhibit 1, which consisted of the PowerPoint provided by Petitioner at the hearing.

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

Zoning, Planning and Development Commissioner Richard Bruen was the area investigator appointed for this matter. Commissioner Bruen summarized his investigation for the Commission and submitted a written report.

The members of the Zoning, Planning and Development Commission each then in turn expressed their views on the proposed special use permit for a planned development.

Member Bruen made a motion, seconded by Member Norden, to approve the preliminary and final plan for a special use/planned development requested by Petitioner, including the listed exceptions. The Zoning, Planning, and Development Commission recommended that the City Council approve the request of Petitioner on a vote of seven (7) in favor and none (0) opposed.

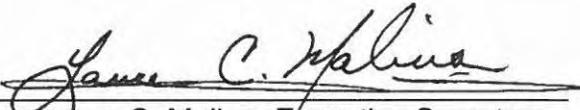
**FINDINGS:** A planned development must meet both the standards for a special use, and the additional standards for a planned development. The Zoning, Planning, and Development Commission makes the following Findings as to the proposed special use permit to construct a planned development:

- (A) **The proposed special use and development will not endanger the health, safety, comfort, convenience and general welfare of the public.** The Zoning, Planning and Development Commission found that the project would benefit the general community and property values in the vicinity by allowing Petitioner to construct in-demand rental units on undeveloped portions of the Property. The use, as presented, will not endanger the health, safety, comfort, convenience and general welfare of the public. The planned development will remove an existing single family home that is in a state of disrepair.
- (B) **The proposed special use is compatible with the character of adjacent properties and other property within the immediate vicinity of the proposed special use.** The Commission found this standard to have been met. Petitioner presented evidence that their use conforms with the apartment building already existing at the southern end of the Property, and with the mid-rise, multiple-family condominiums and rental buildings in the area.
- (C) **The proposed special use will not impede the normal and orderly development and improvement of adjacent properties and other property within the immediate vicinity of the proposed special use.** The Commission found this standard to have been met. Petitioner submitted testimony that the property will not affect or impede the use of adjacent properties which are already fully developed with multi-family housing similar to what is proposed here.. Petitioner submitted testimony that the special use will not impede the normal and orderly development and improvement of adjacent properties and other property within the immediate vicinity of the proposed special use. The special use would utilize portions of the Property that are currently undeveloped.

- (D) **The proposed special use will be provided with adequate utilities, access roads, drainage, and/or other necessary facilities.** The Zoning, Planning and Development Commission received testimony that all necessary utilities already exist and/or will be provided for in the planned development.
- (E) **The proposed special use is consistent with the intent of the Comprehensive Plan, the Zoning Code, and the other land use policies of the City.** The Zoning, Planning and Development Commission found that the special use permit for a planned development will be consistent with the intention of the Comprehensive Plan, the Zoning Code, and other land use policies of the City. The proposed use of a planned development will be in harmony with the general and specific purposes for which the Zoning Code was enacted, and for which the regulation of the R-3 District were established, and with the general intent of the Comprehensive Plan because it will provide multi-family residential use that meets a demand and is beneficial to the community as a whole.
- (F) **The proposed planned development will provide walkways, driveways, streets, parking facilities, and loading facilities that adequately serve the uses within the development and provide for safe motor vehicle, bicycle, and pedestrian traffic to and from the site.** The Zoning, Planning and Development Commission found this standard to have been met. Petitioner presented evidence that the planned development will include sufficient parking spaces, including the requisite number of handicapped parking spaces, to support the project. Petitioner also presented evidence that the development will provide vehicle, bicycle, and pedestrian access consistent with the multiple family buildings to the south of the subject property.
- (G) **The proposed planned development will provide landscaping and screening that enhances the city's character and livability, improves air and water quality, reduces noise, provides buffers, and facilitates transitions between different types of uses.** The Zoning, Planning and Development Commission found this standard to have been met. Petitioner provided evidence that the dumpster access on the Property will be screened, and landscaping will be consistent with buildings to the south of the Property. Rooftop equipment will not be visible from grade level.
- (H) **The proposed planned development will protect the community's natural environment to the greatest extent practical, including existing natural features, watercourses, trees, and native vegetation.** The Zoning, Planning and Development Commission found this standard to have been met. No native features, trees, or vegetation will be affected by the project.
- (I) **The proposed planned development will be provided with underground installation of utilities when feasible, including electricity, cable, and telephone, as well as appropriate facilities for storm sewers, stormwater retention, and stormwater detention.** The Zoning, Planning and Development

Commission found this standard to have been met. Petitioner presented evidence that the site would be capable of retaining up to one (1) inch of storm water, per the requirements of the Metropolitan Water Reclamation District of Greater Chicago. The site would connect to sanitary and storm sewers on Ridgeland Avenue.

**RECOMMENDATIONS:** Based upon the foregoing Findings, the Zoning, Planning, and Development Commission, by a vote of seven (7) in favor and zero (0) opposed, recommends APPROVAL to the Mayor and City Council regarding the approval of preliminary and final plans for the special use/planned development permit requested by Petitioner, in order to allow him to construct a planned development consisting of three (3) additional 12-unit rental apartment buildings on the Property in the R-3 Two-Family Residence Zoning District, at the address commonly known as 3401-3423 S. Ridgeland Avenue, Berwyn, Illinois, and including the listed exceptions.

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



# **RIDGELAND AVENUE REDEVELOPMENT PROJECT**

A PLUS RENTAL MANAGEMENT, LLC

# TEAM

- A Plus Rental Management
- P.D. Benjamin and Associates
- RED Architects LTD
- Geopool Surveyors

## **A Plus Rental Management**

---

*Katherine Kania  
Vito Kania  
Mario Dianovsky*

# TEAM

- A Plus Rental Management
- P.D. Benjamin and Associates
- RED Architects LTD
- Geopool Surveyors

## **P.D. Benjamin and Associates**

---

*Patrick Benjamin  
Kelly Ott*

# TEAM

- A Plus Rental Management
- P.D. Benjamin and Associates
- RED Architects LTD
- Geopool Surveyors

## **RED Architects**

---

*Victor Drapszo*

# TEAM

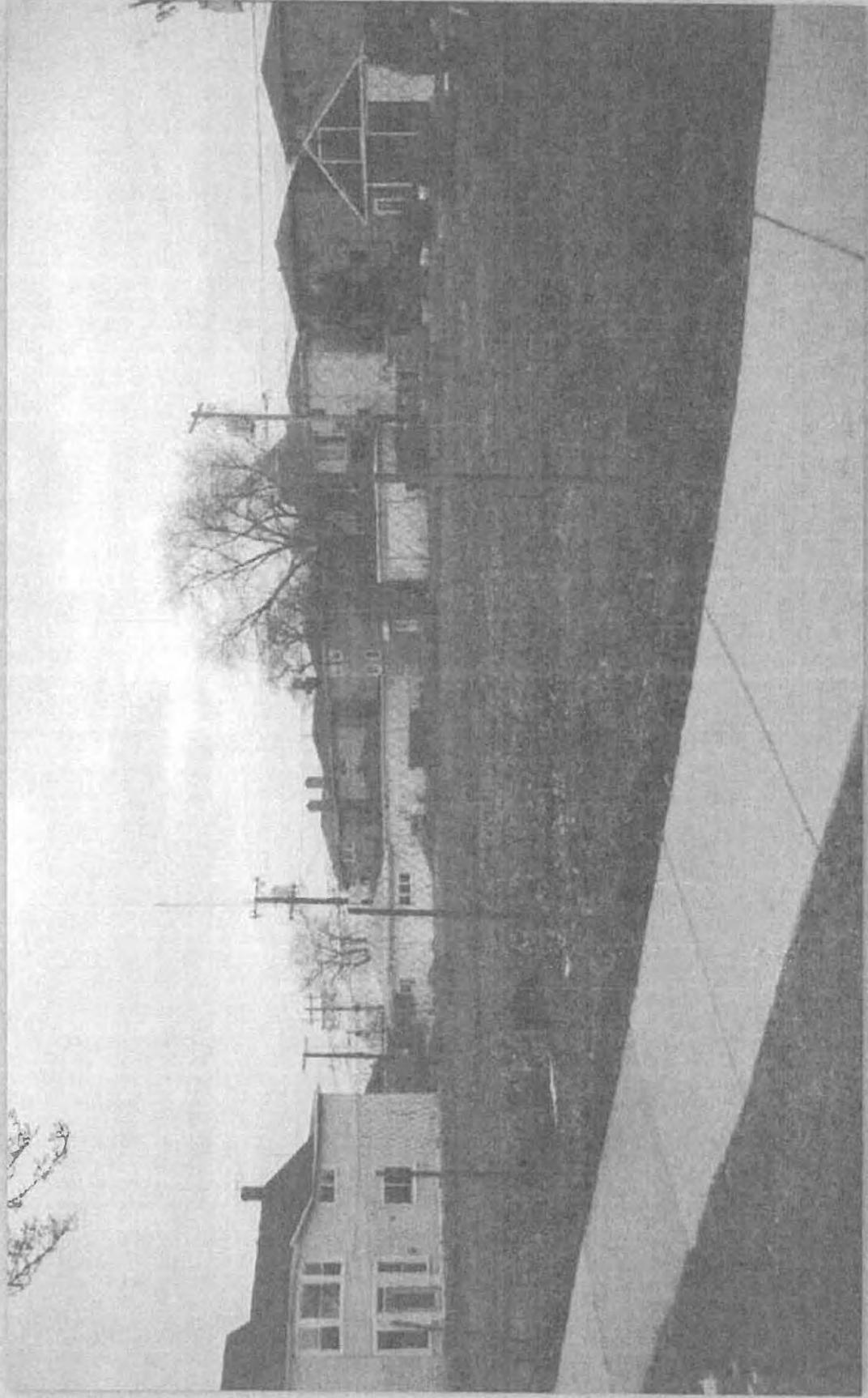
- A Plus Rental Management
- P.D. Benjamin and Associates
- RED Architects LTD
- Geopool Surveyors

## **Geopool Surveyors**

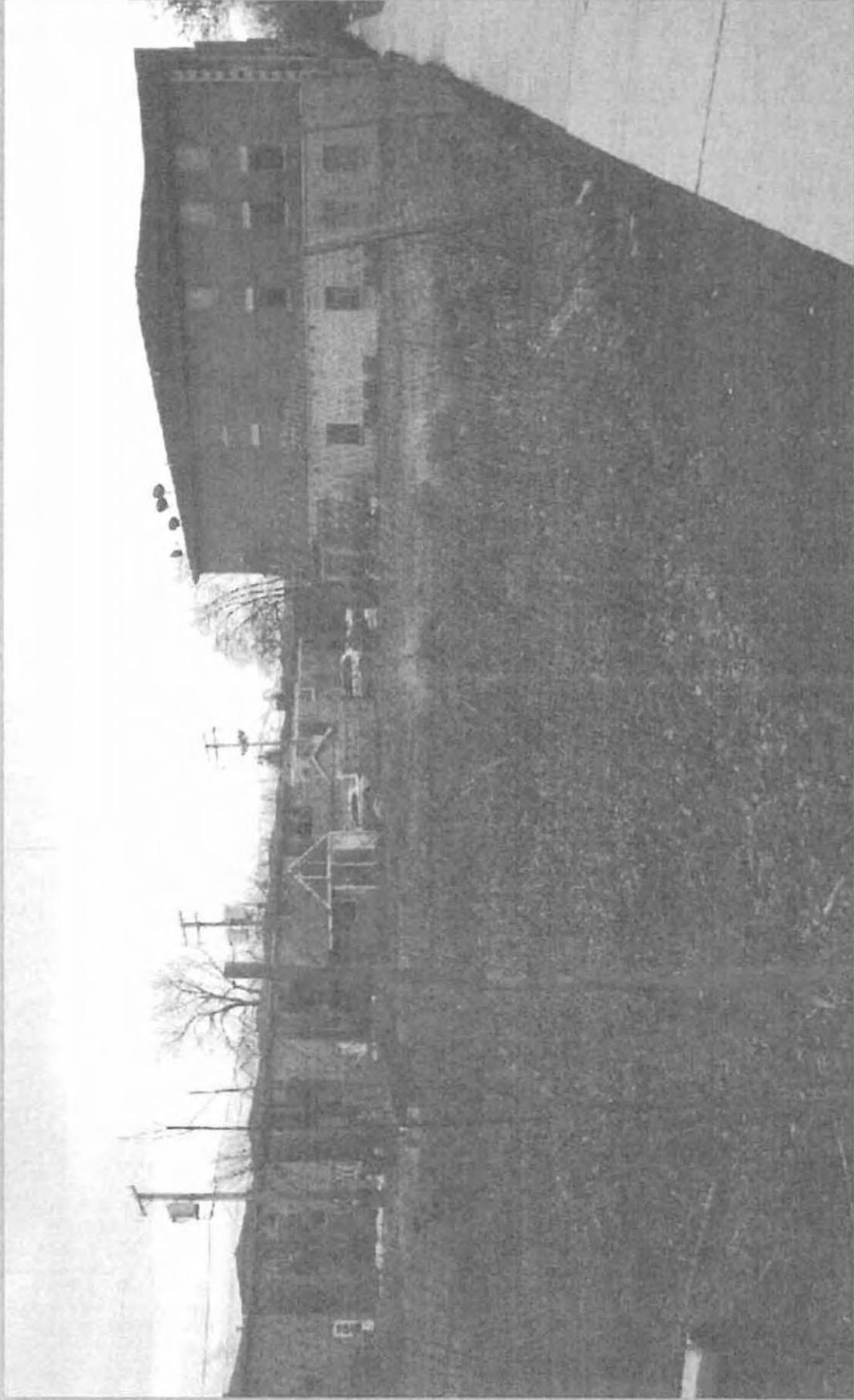
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*Andrzej Bednarczyk*

# EXISTING CONDITIONS

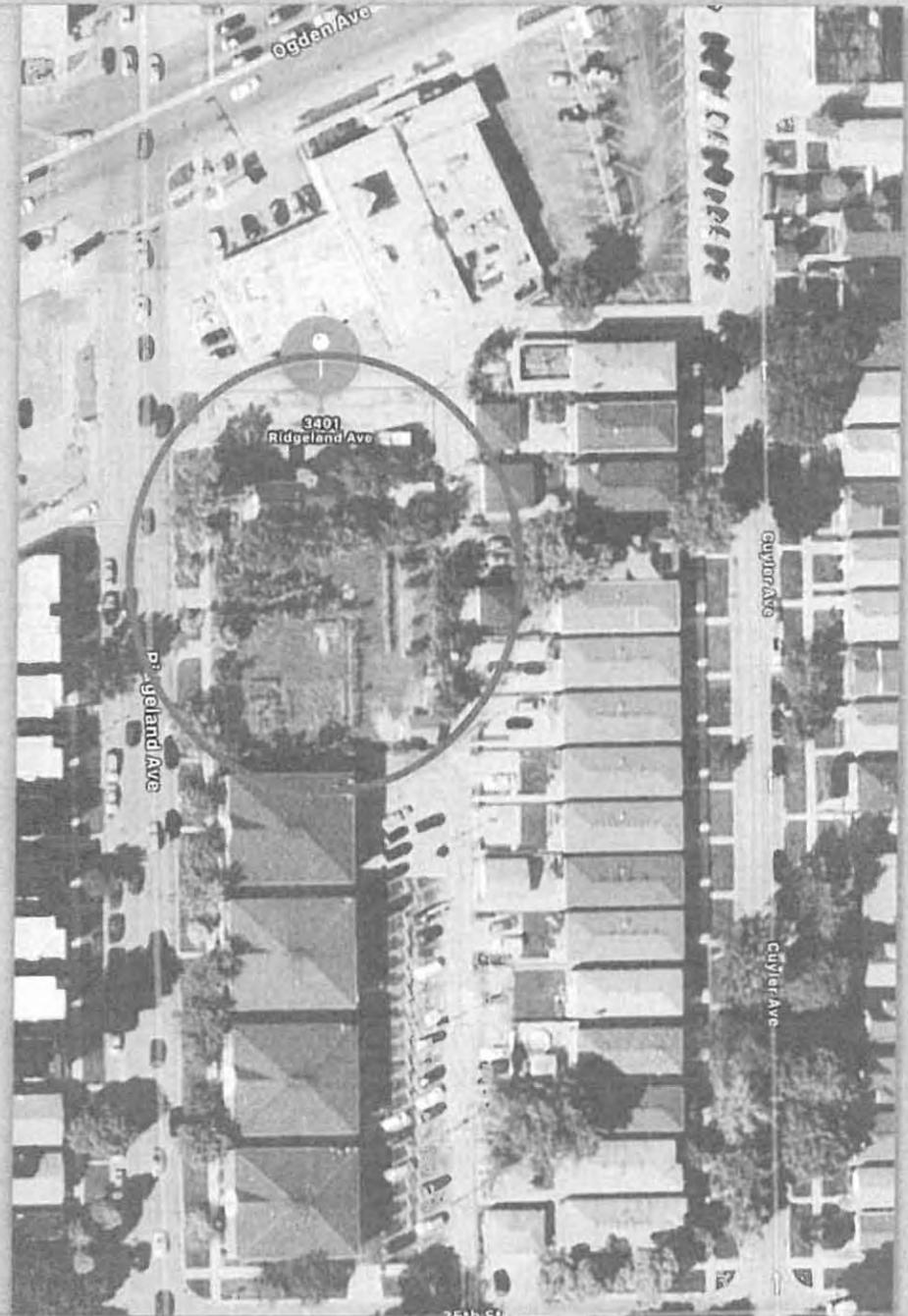
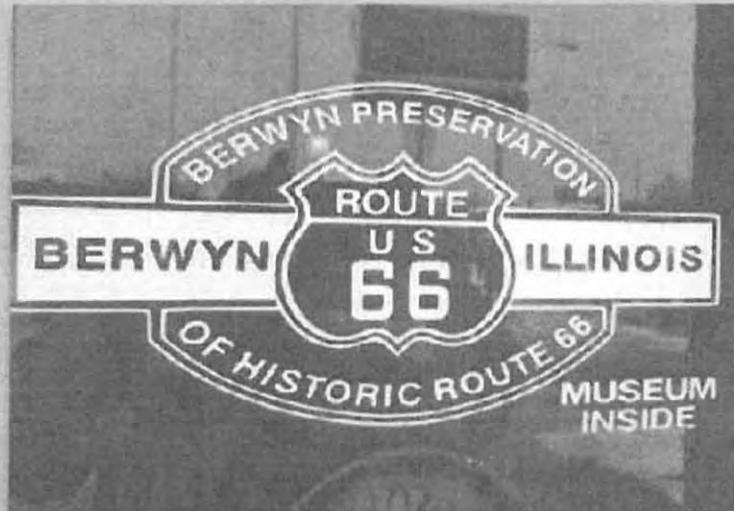


# EXISTING CONDITIONS

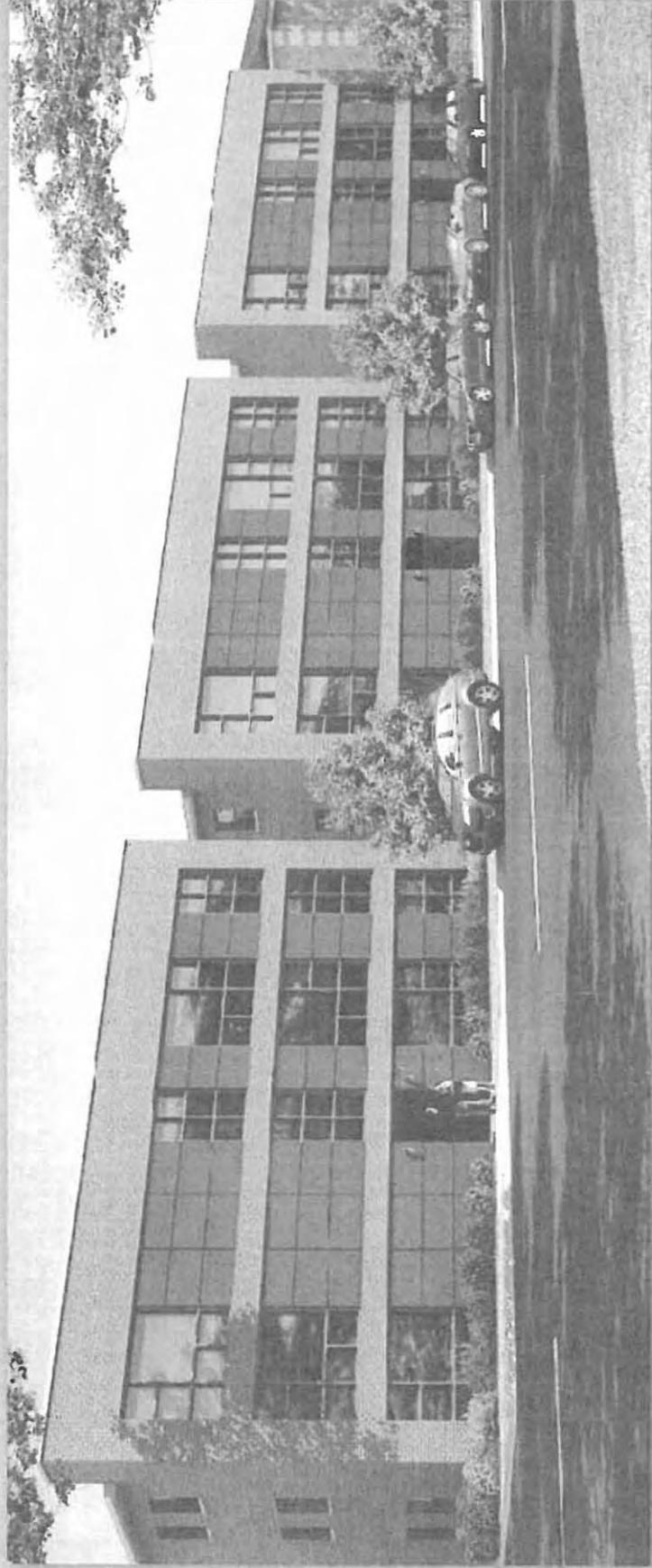


# SITE LOCATION

- 3403-3419 Ridgeland Ave
- Multi-family residential



# PROPOSED DEVELOPMENT



# PREVIOUS APPROVALS

CITY OF BERWYN  
 ORDINANCE NO. 02-22  
 ADOPTED BY THE CITY COUNCIL  
 OF THE  
 CITY OF BERWYN

THIS 22ND DAY OF DECEMBER 2012

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS, THIS 22ND DAY OF DECEMBER 2012

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )

ORDINABLE

I, MICHAEL J. WOODWARD, CERTIFY THAT I AM THE DULY ELECTED CITY CLERK OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS.

I FURTHER CERTIFY THAT ON DECEMBER 22 2012, THE CORPORATE AUTHORITIES OF SUCH MUNICIPALITY PASSED AND APPROVED ORDINANCE NO. 02-22 ENTITLED

ADDITIONAL VARIATION - COURTHOUSE  
2011-03-19-23 RIDGEHAME AVE

WHICH PROVIDED BY ITS TERMS THAT IT SHOULD BE PUBLISHED IN PAMPHLET FORM

THE PAMPHLET FORM OF ORDINANCE NO. 02-22 INCLUDING THE ORDINANCE AND A COVER SHEET THEREOF WAS PREPARED AND A COPY OF SUCH ORDINANCE OF SUCH ORDINANCE WAS POSTED IN THE MUNICIPAL BUILDING COMMENCING ON DECEMBER 23 2012 AND CONTINUING FOR AT LEAST TEN DAYS THEREAFTER. COPIES OF SUCH ORDINANCE WERE ALSO AVAILABLE FOR PUBLIC INSPECTION UPON REQUEST IN THE OFFICE OF THE MUNICIPAL CLERK.

DATED AT BERWYN, ILLINOIS THIS 22ND DAY OF DECEMBER 2012

  
 Michael J. Woodward  
 MICHAEL J. WOODWARD, CITY CLERK

CITY OF BERWYN  
 ORDINANCE NO. 03-10  
 ADOPTED BY THE CITY COUNCIL  
 OF THE  
 CITY OF BERWYN

THIS 22ND DAY OF FEBRUARY 2013

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS, THIS 22ND DAY OF FEBRUARY 2013

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )

CERTIFIABLE

I, MICHAEL J. WOODWARD, CERTIFY THAT I AM THE DULY ELECTED CITY CLERK OF THE CITY OF BERWYN, COOK COUNTY, ILLINOIS.

I FURTHER CERTIFY THAT ON FEBRUARY 22 2013, THE CORPORATE AUTHORITIES OF SUCH MUNICIPALITY PASSED AND APPROVED ORDINANCE NO. 03-10 ENTITLED

ADDITIONAL VARIATION FOR  
CONDOMINIUM DEVELOPMENT  
3711 AND 3720 BELLAIR

WHICH PROVIDED BY ITS TERMS THAT IT SHOULD BE PUBLISHED IN PAMPHLET FORM

THE PAMPHLET FORM OF ORDINANCE NO. 03-10 INCLUDING THE ORDINANCE AND A COVER SHEET THEREOF WAS PREPARED AND A COPY OF SUCH ORDINANCE WAS POSTED IN THE MUNICIPAL BUILDING COMMENCING ON FEBRUARY 23 2013 AND CONTINUING FOR AT LEAST TEN DAYS THEREAFTER. COPIES OF SUCH ORDINANCE WERE ALSO AVAILABLE FOR PUBLIC INSPECTION UPON REQUEST IN THE OFFICE OF THE MUNICIPAL CLERK.

DATED AT BERWYN, ILLINOIS THIS 22ND DAY OF FEBRUARY 2013

  
 Michael J. Woodward  
 MICHAEL J. WOODWARD, CITY CLERK

# PRESENTATION

- Site Plan and Architecture
- Civil Engineering, Utilities, Traffic Flow
- Compliance with Planned Development Standards
- Compliance with Comprehensive Plan
- Comments from Developer

# RED ARCHITECTS

## NEW 3-STY. FACEBRICK AND WOOD FRAME MULTI-UNIT (12 D.U.) BUILDING WITH

### NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC), INTERNATIONAL RESIDENTIAL CODE (IRC), INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 704, AND THE CITY OF BOSTON DEPARTMENT OF BUILDINGS CODE (DBC) AS AMENDED.

2. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOSTON DEPARTMENT OF BUILDINGS AND THE MASSACHUSETTS DEPARTMENT OF PUBLIC SAFETY (DPS).

3. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOSTON DEPARTMENT OF BUILDINGS AND THE MASSACHUSETTS DEPARTMENT OF PUBLIC SAFETY (DPS).

4. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOSTON DEPARTMENT OF BUILDINGS AND THE MASSACHUSETTS DEPARTMENT OF PUBLIC SAFETY (DPS).

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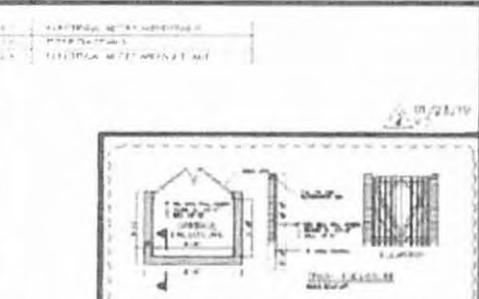
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NO.	DESCRIPTION	DATE
1.00	GENERAL NOTES	10/20/19
1.01	GENERAL NOTES	10/20/19
1.02	GENERAL NOTES	10/20/19
1.03	GENERAL NOTES	10/20/19
1.04	GENERAL NOTES	10/20/19
1.05	GENERAL NOTES	10/20/19
1.06	GENERAL NOTES	10/20/19
1.07	GENERAL NOTES	10/20/19
1.08	GENERAL NOTES	10/20/19
1.09	GENERAL NOTES	10/20/19
1.10	GENERAL NOTES	10/20/19



### CODE MATRIX, NOTES & SITE PLAN

3421-3423 RIDGELAND AVE  
PARCEL 1  
BOSTON, MA

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC), INTERNATIONAL RESIDENTIAL CODE (IRC), INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 704, AND THE CITY OF BOSTON DEPARTMENT OF BUILDINGS CODE (DBC) AS AMENDED.

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**RELEVANT CODES**

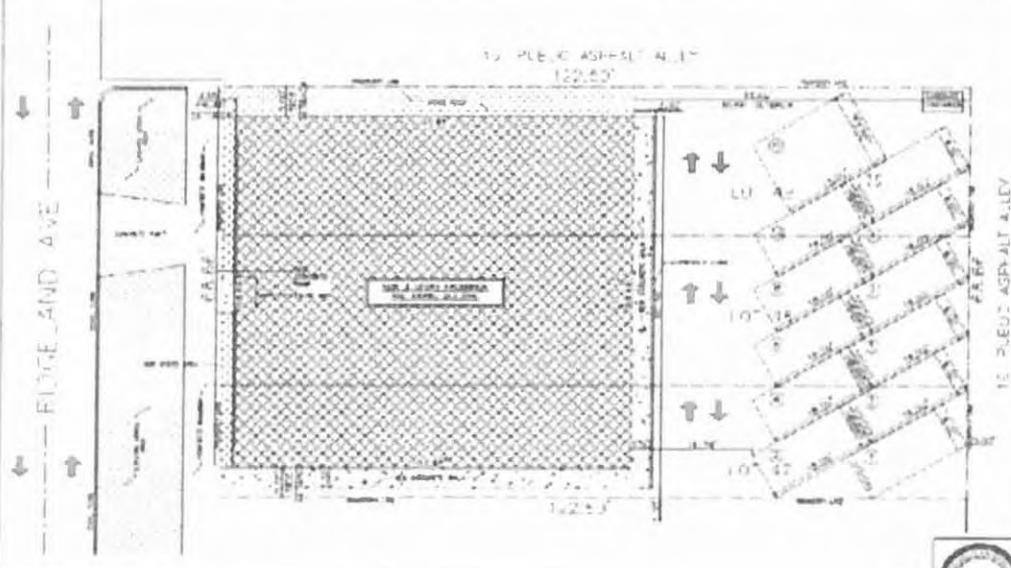
- International Building Code 2015
- International Residential Code 2015
- International Property Maintenance Code 2012
- National Fire Protection Association (NFPA) 704
- City of Boston Department of Buildings Code (DBC) as Amended
- State of Massachusetts Building Code

**NOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC), INTERNATIONAL RESIDENTIAL CODE (IRC), INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 704, AND THE CITY OF BOSTON DEPARTMENT OF BUILDINGS CODE (DBC) AS AMENDED.

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PROPOSED SITE PLAN  
SCALE 1/8"=1'-0"

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC), INTERNATIONAL RESIDENTIAL CODE (IRC), INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 704, AND THE CITY OF BOSTON DEPARTMENT OF BUILDINGS CODE (DBC) AS AMENDED.

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**ARCHITECTS**

T1.0



# RED ARCHITECTS

## NEW 3-STY. FACEBRICK AND WOOD FRAME MULTI-UNIT (12 D.U.) BUILDING WITH

### NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF BOSTON BUILDING CODE 2015, AS AMENDED, AND THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 701-2015, AS AMENDED.

2. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOSTON, MASSACHUSETTS.

3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BOSTON, MASSACHUSETTS.

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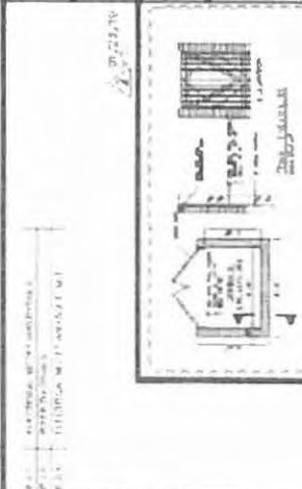
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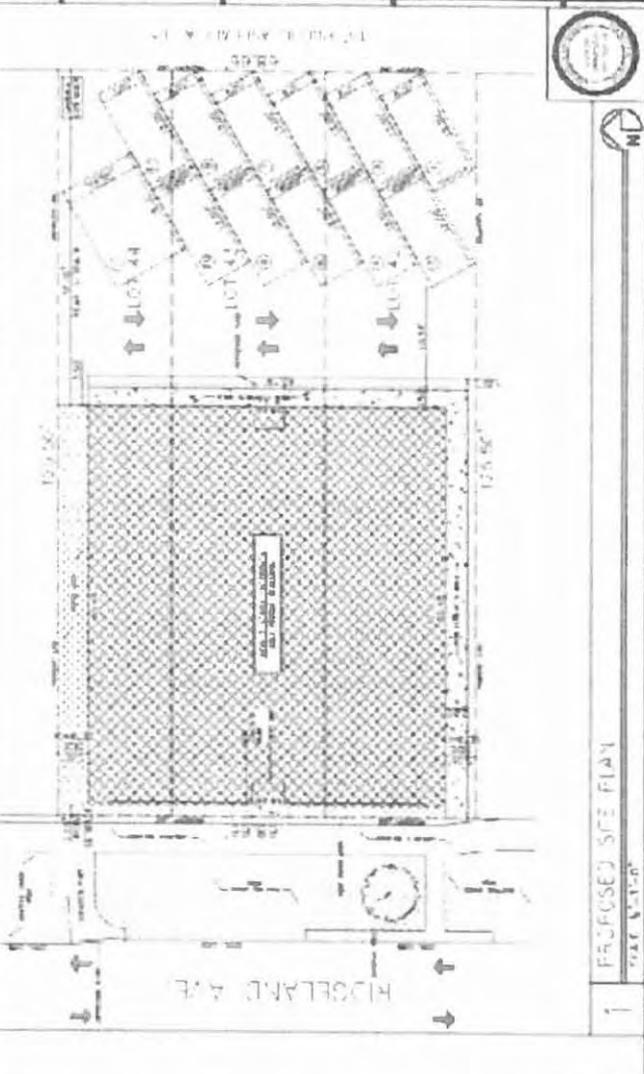
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2	ISSUED FOR PERMITS	02/20/2019
3	ISSUED FOR PERMITS	02/20/2019
4	ISSUED FOR PERMITS	02/20/2019
5	ISSUED FOR PERMITS	02/20/2019
6	ISSUED FOR PERMITS	02/20/2019
7	ISSUED FOR PERMITS	02/20/2019
8	ISSUED FOR PERMITS	02/20/2019
9	ISSUED FOR PERMITS	02/20/2019
10	ISSUED FOR PERMITS	02/20/2019



**REGULATIONS**  
 in accordance with Building Code 2015  
 in accordance with Property Maintenance Code 2012  
 National Fire Protection Association (NFPA) 701-2015  
 Amendments  
 City of Boston - Department of Building Inspection  
 Stamp of Building Inspection Code 2015

**NOTE**  
 ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF BOSTON BUILDING CODE 2015, AS AMENDED, AND THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 701-2015, AS AMENDED.

NO.	REVISIONS	DATE
1	ISSUED FOR PERMITS	02/20/2019
2	ISSUED FOR PERMITS	02/20/2019
3	ISSUED FOR PERMITS	02/20/2019
4	ISSUED FOR PERMITS	02/20/2019
5	ISSUED FOR PERMITS	02/20/2019
6	ISSUED FOR PERMITS	02/20/2019
7	ISSUED FOR PERMITS	02/20/2019
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9	ISSUED FOR PERMITS	02/20/2019
10	ISSUED FOR PERMITS	02/20/2019



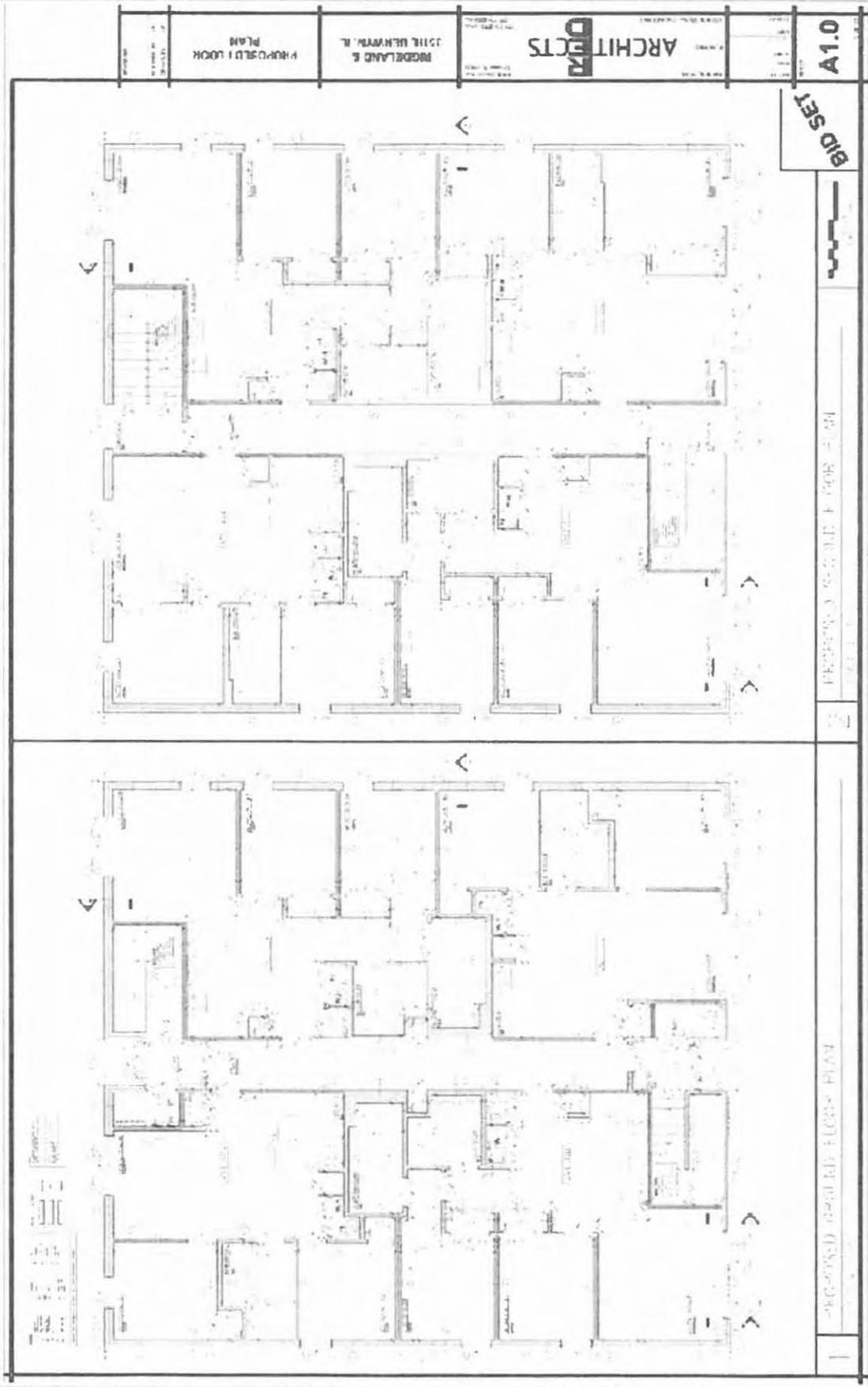
1 PROPOSED SITE PLAN  
 DATE: 02/20/2019

CODE MATRIX, HJTB, & SITE PLAN  
 2019-3427 HIGHLAND AVE  
 PARCEL 3  
 OWNER: BERNYIN II

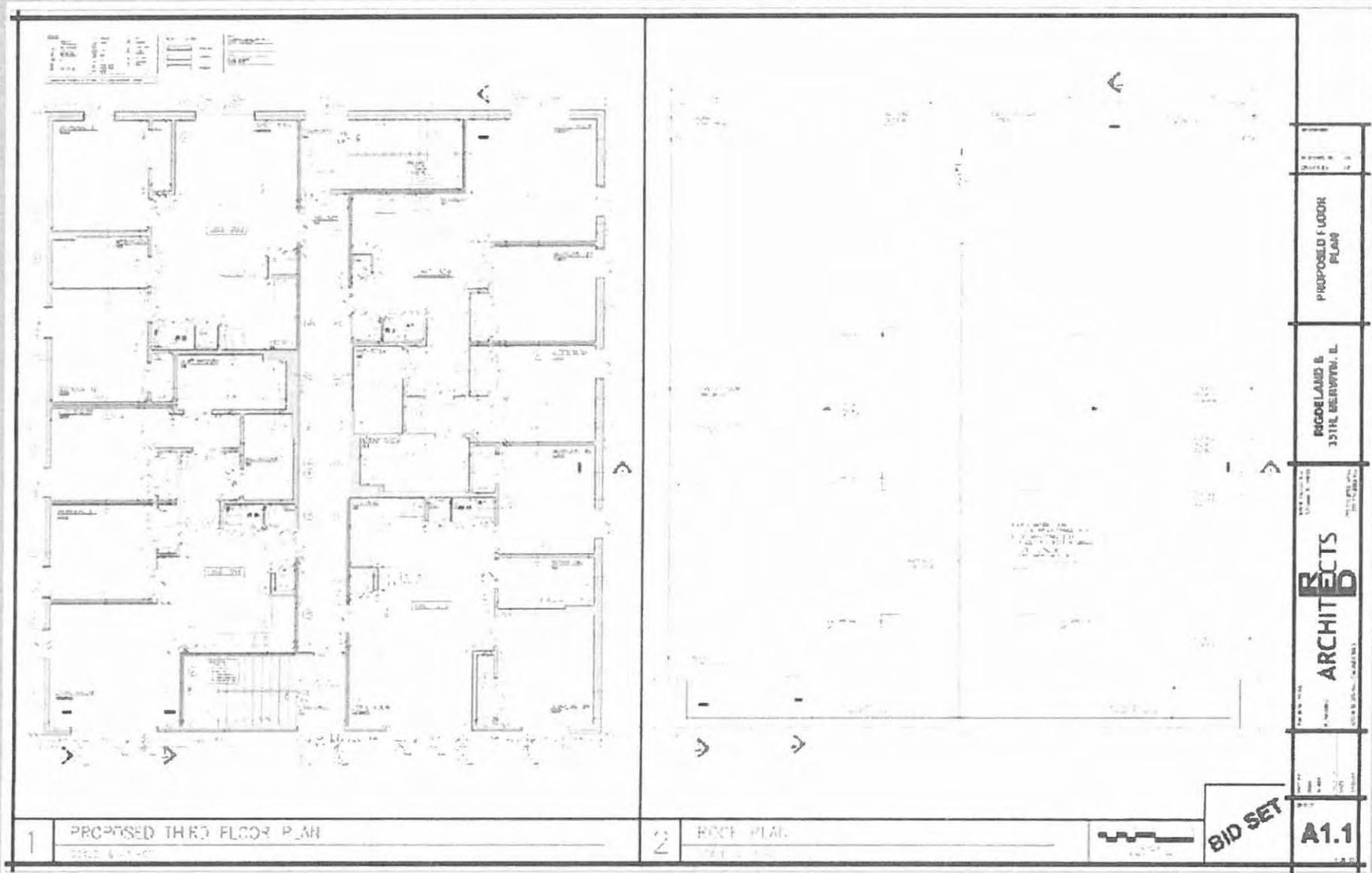
ARCHITECTS

T1.0

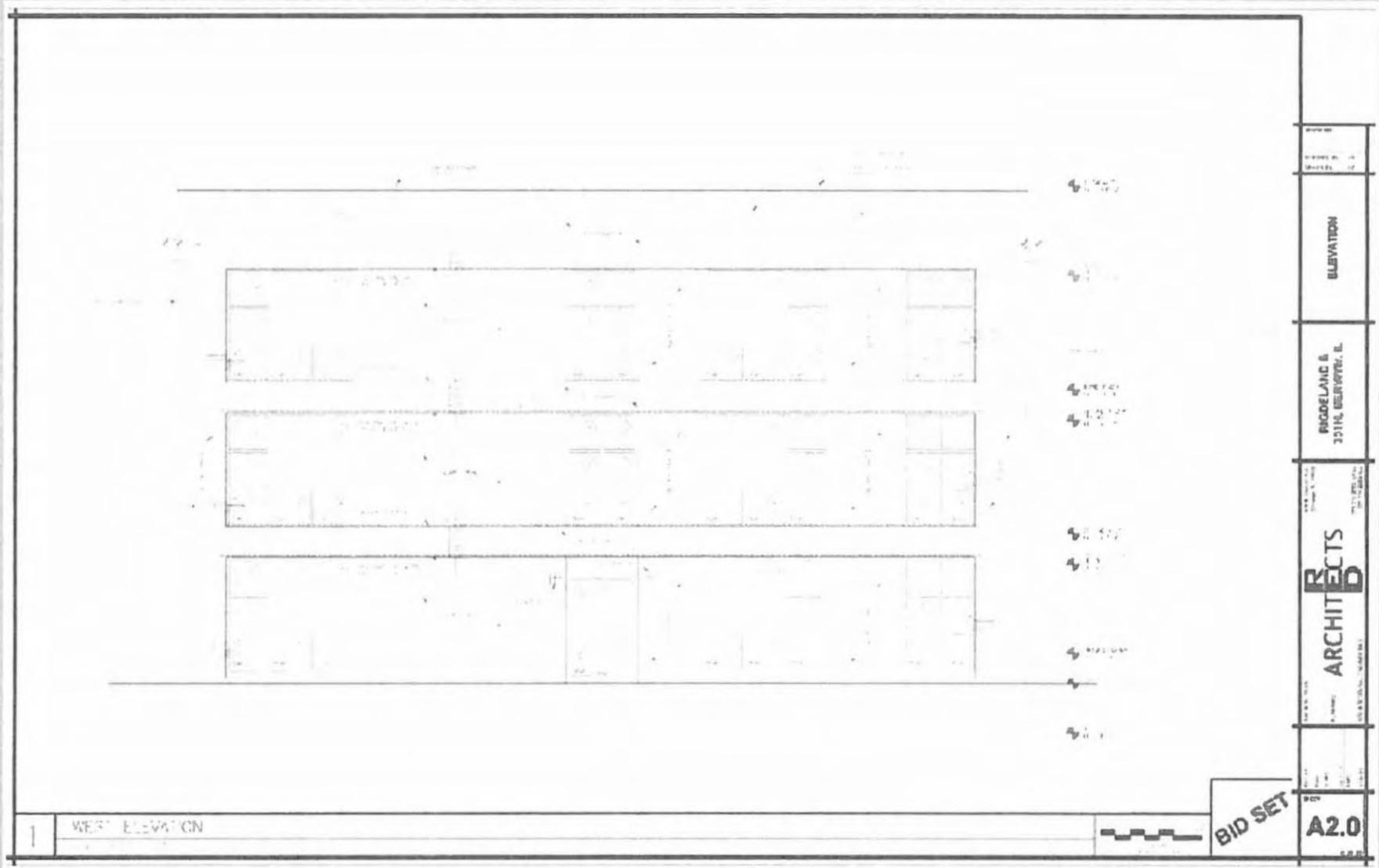
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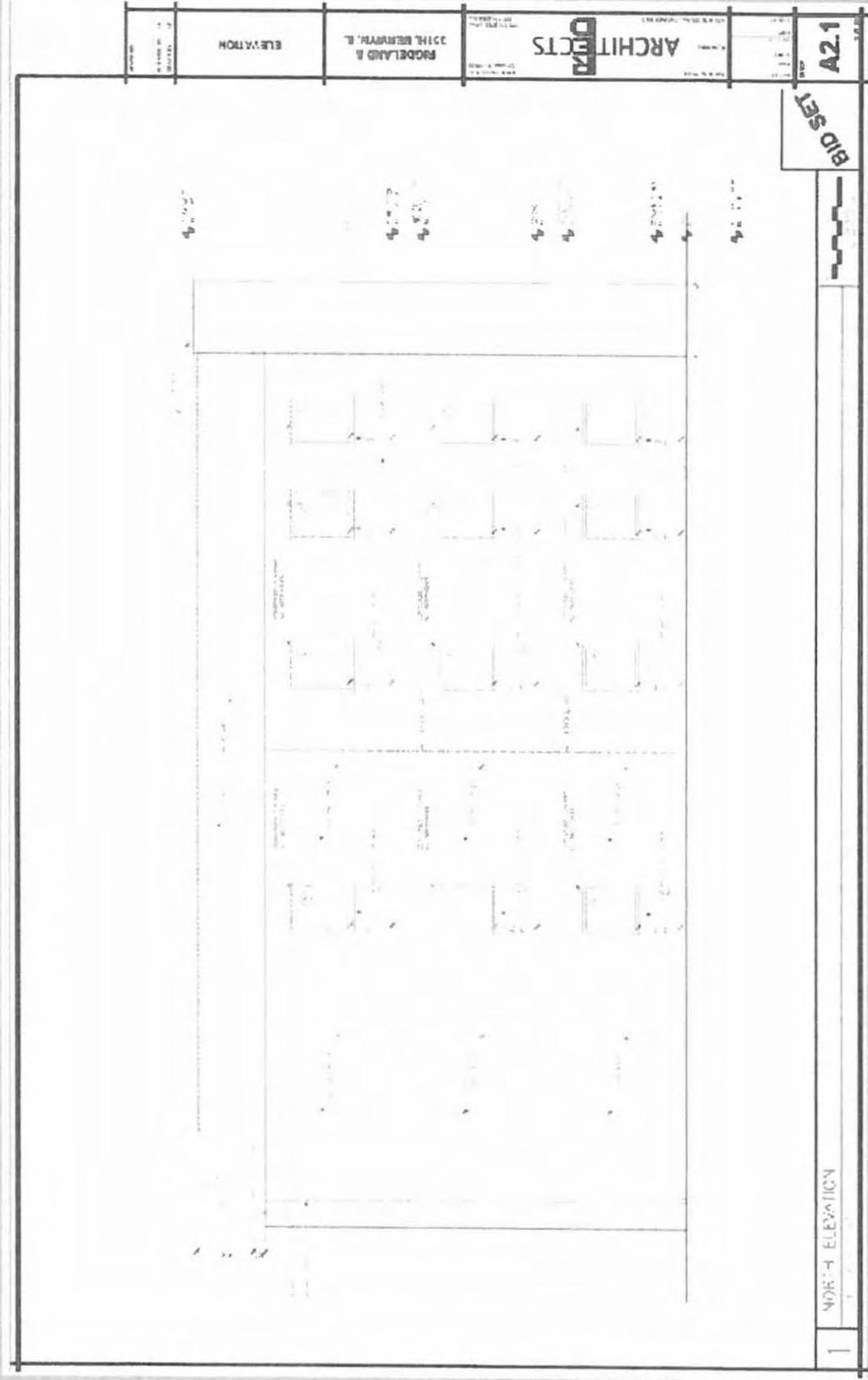
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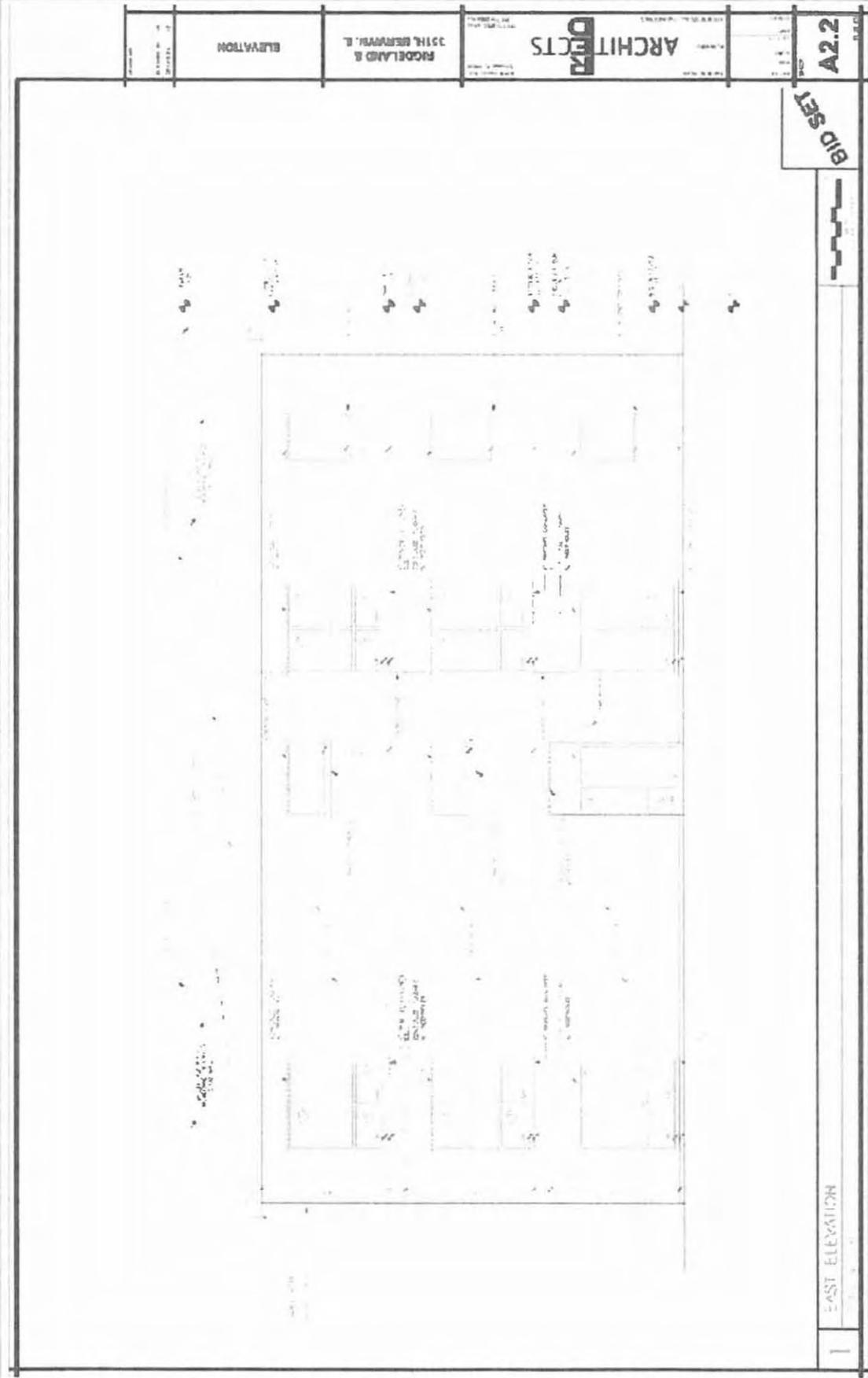
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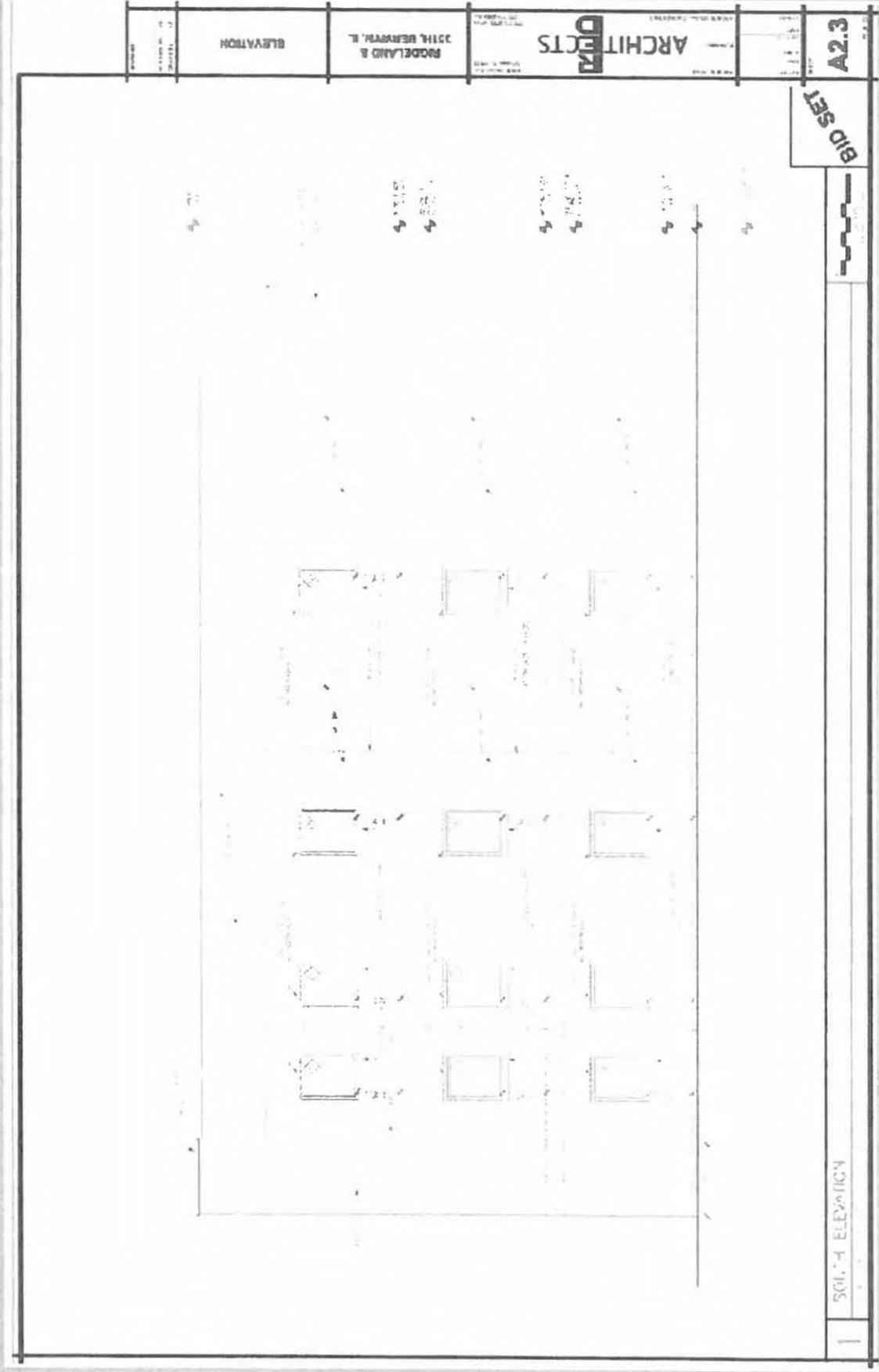
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# RED ARCHITECTS

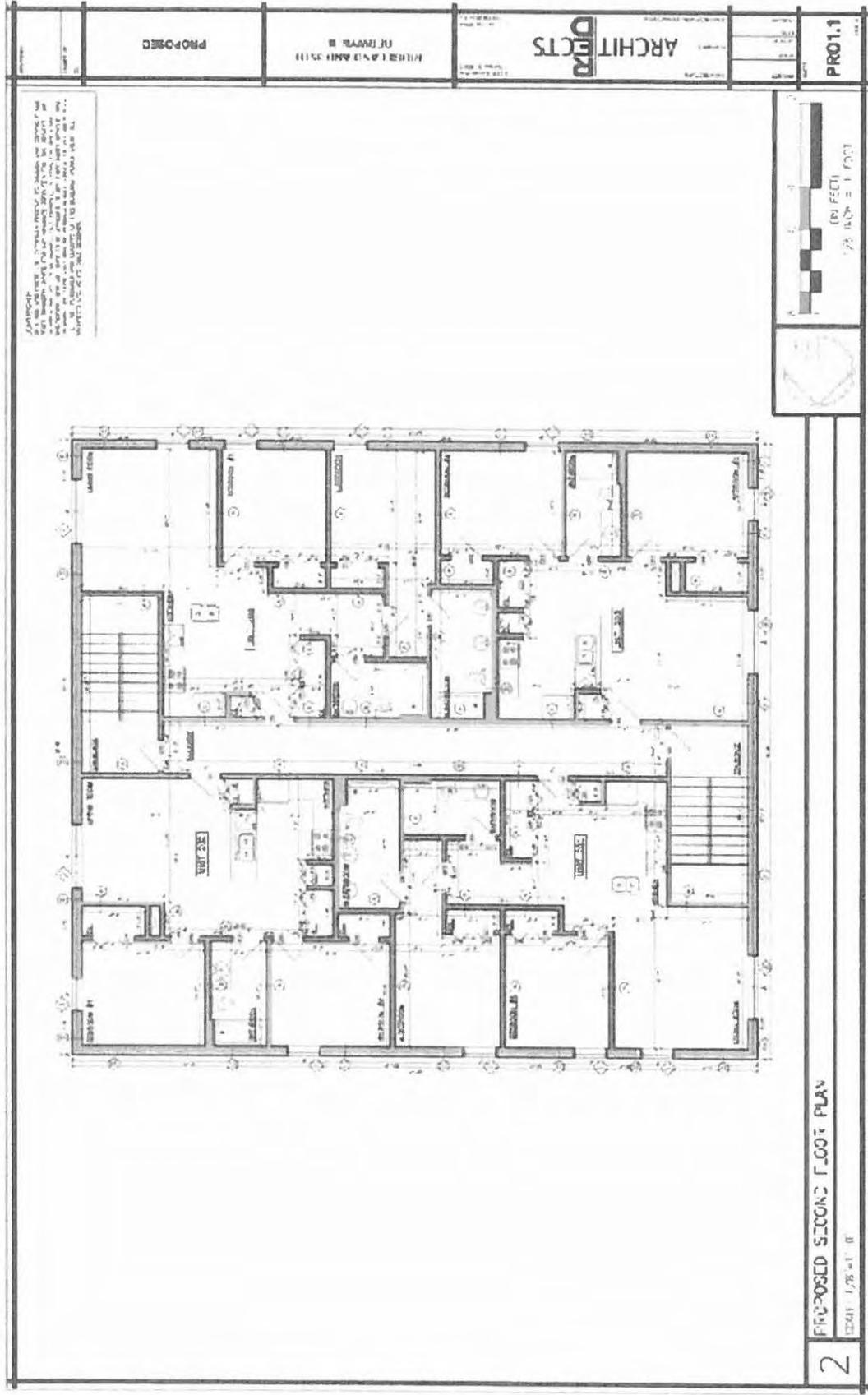


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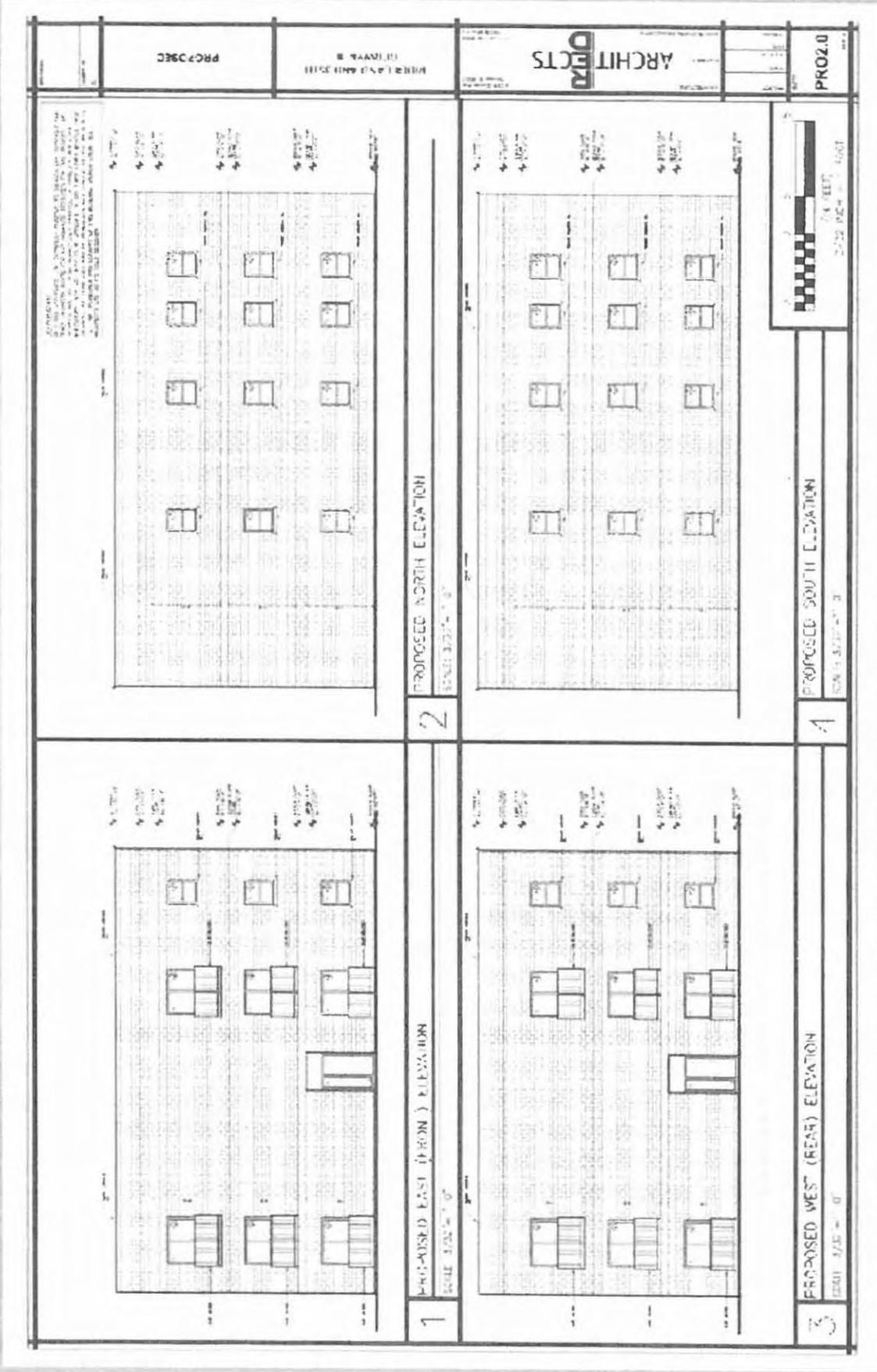


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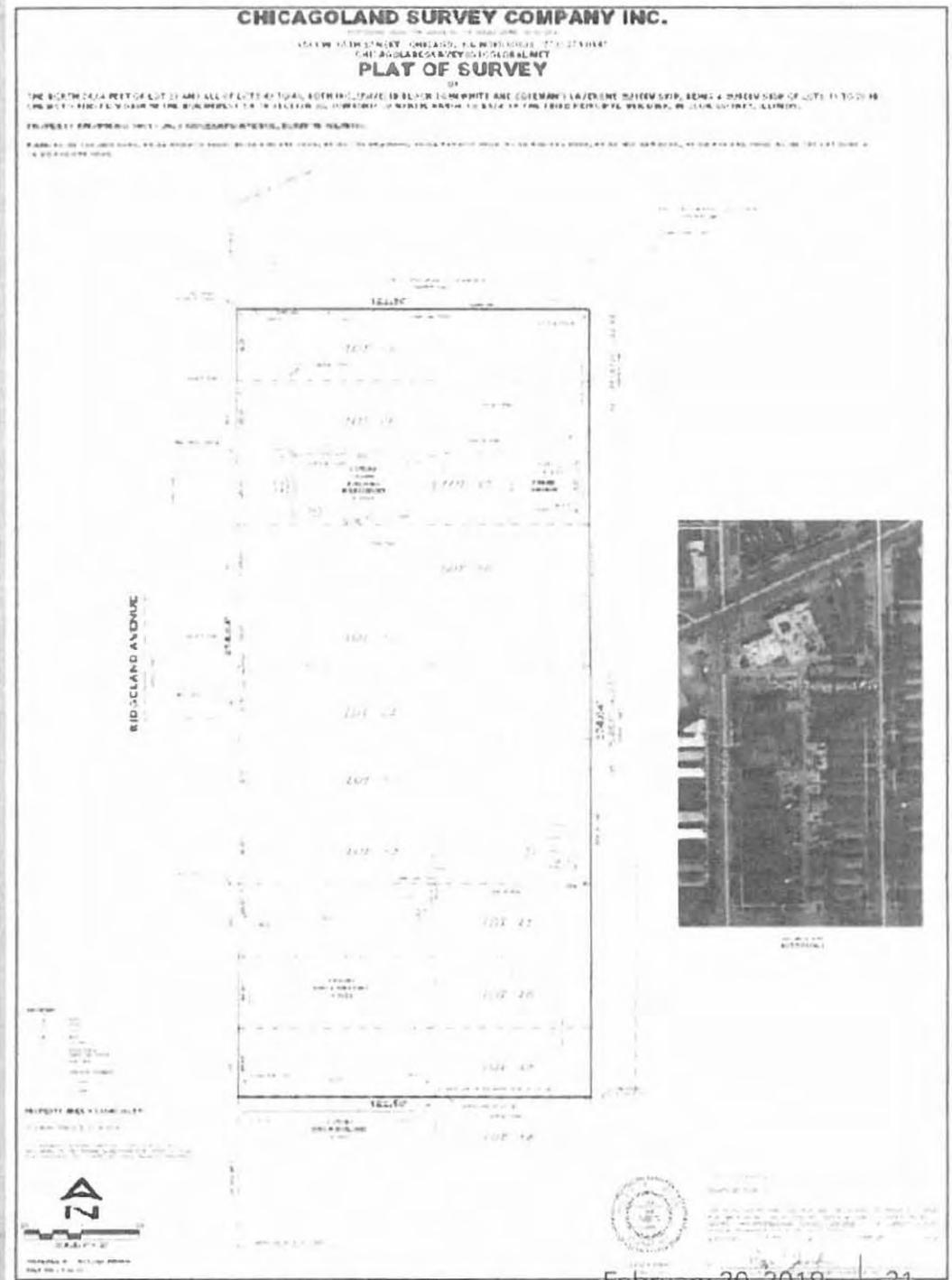


# RED ARCHITECTS



# GEOPOOL SURVEYORS

## *Existing Plat of Survey*

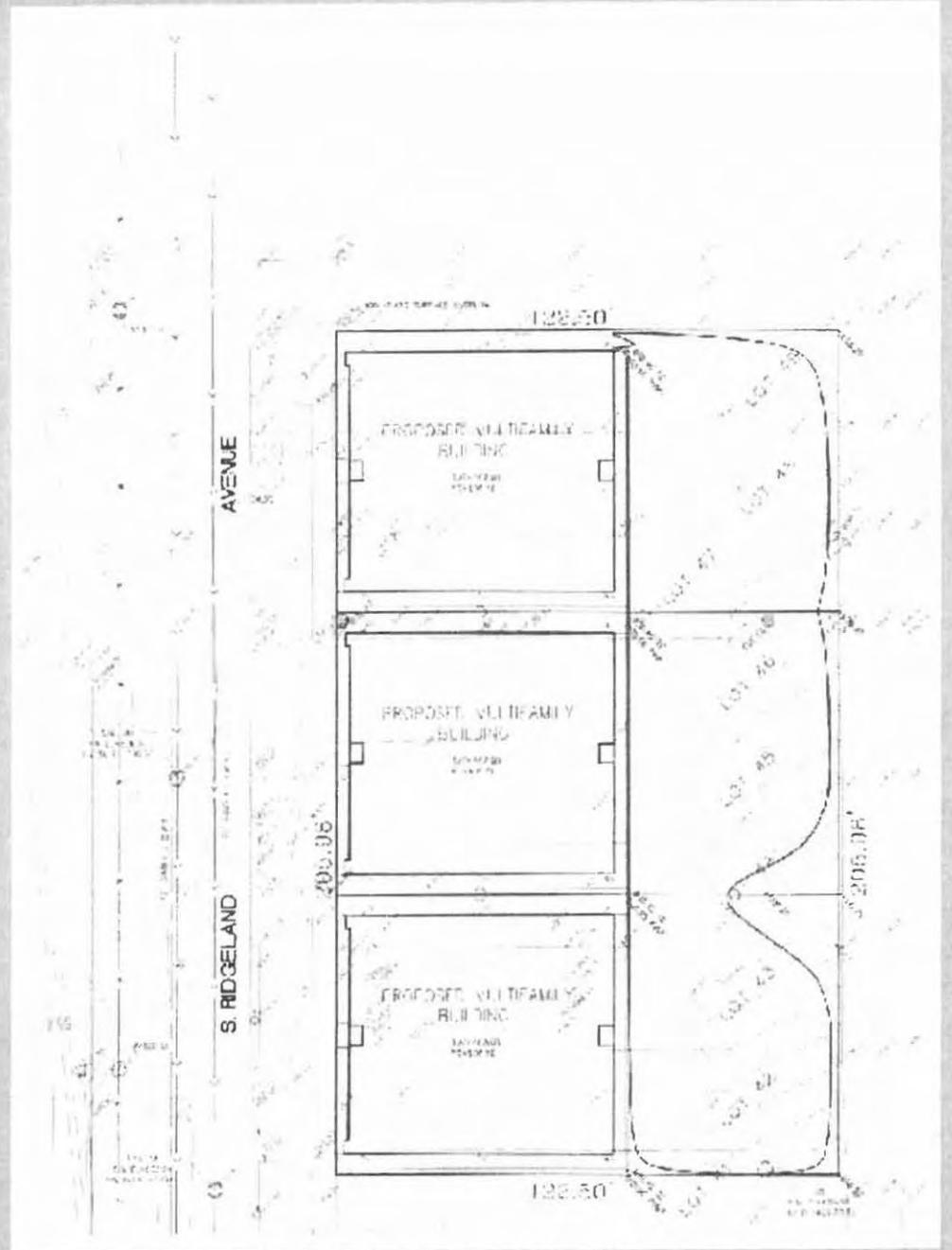






# GEOPOOL SURVEYORS

## *Proposed Grading Plan*

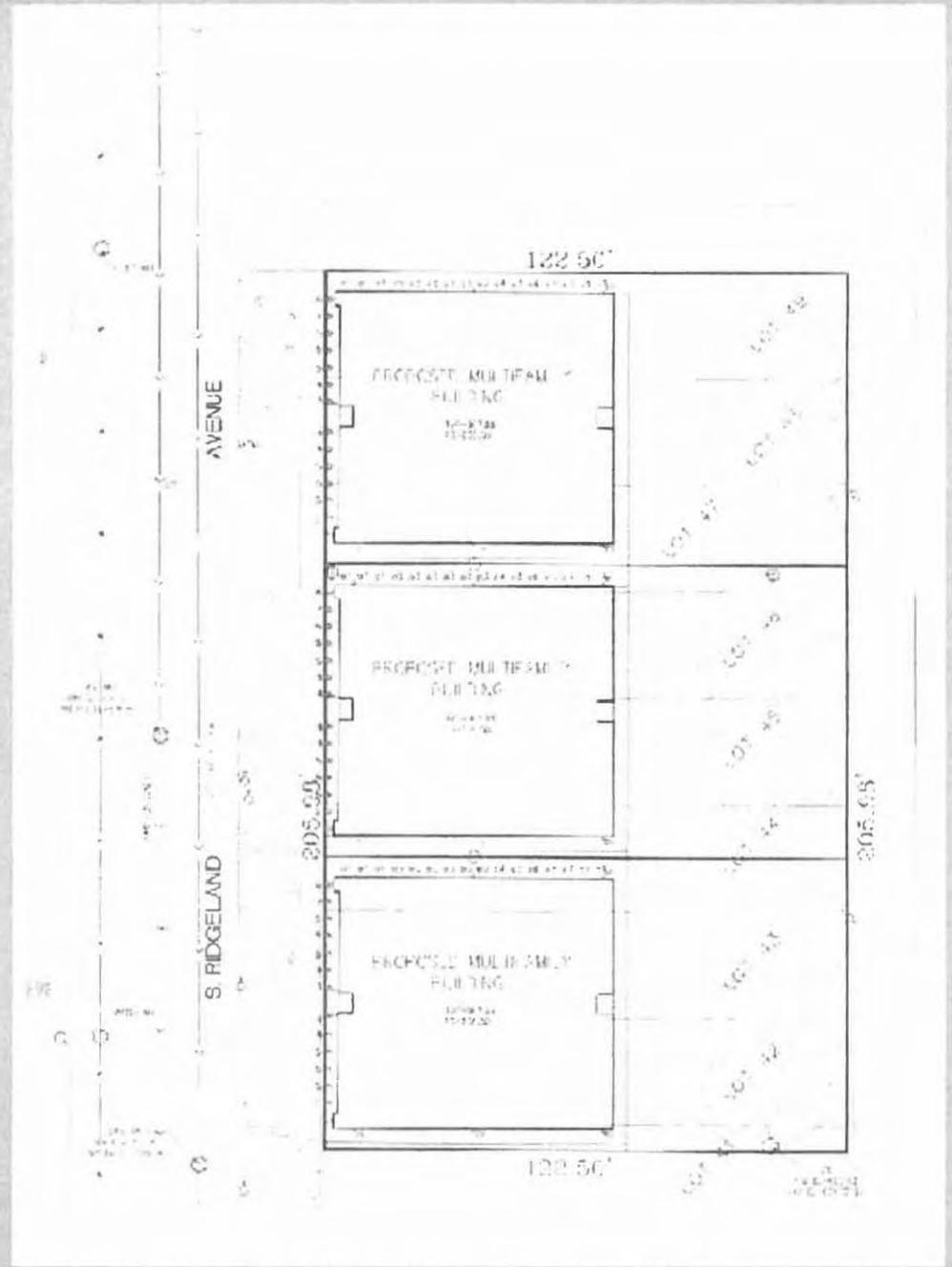


# GEOPOOL SURVEYORS

## *Landscaping*

### List of Species

1. Wintergreen Boxwood
2. Loroperalum Crimson Fire
3. Sunshine Ligustrum
4. Endless Summer Hydrangea
5. Knockout Roses
6. Burning Bush
7. Weigela Sonic Blooma Pink





# GEOPOOL SURVEYORS

## *Relief Sought*

1. Multi-family buildings in R-3 two-family district
2. Maximum impervious area over 75%
3. Front yard setback 2' versus 10'
4. Parking lot setback 0' versus 1'
5. Minimum width of parking stall 8' versus 9'
6. Six bicycle storage spaces per building (hooks will be provided in individual units)
7. Tandem parking (consistent with multi-family buildings to the south)

# STANDARDS FOR PLANNED DEVELOPMENT

- Infrastructure sufficiently serves the uses within the development
- Close proximity to shopping, schools, daycare, and public transportation
- Parking design consistent with adjacent development
- Minimal and safe traffic movements
- Vast enhancement to existing conditions

# LAND USE AND DEVELOPMENT GOALS AND OBJECTIVES

## Neighborhood Residential

While the neighborhoods south of Ogden Avenue and north of 16th Street contain both single-family and multi-family housing, the essential character of these areas will remain single-family, with select opportunities for multi-family development.

The purpose of creating these unique classifications is to allow the City to achieve the following land use and development goals and objectives:

- Concentrate pedestrian-friendly mixed-use development to major nodes and transition in between parcels to complementary uses.
- Preserve the character of established and historic neighborhoods while exploring opportunities for higher-density redevelopment in areas adjacent to the Depot District and major mixed-use nodes.

# LAND USE AND DEVELOPMENT GOALS AND OBJECTIVES

## Economic Development Goals

Maintain a diversity of retail and housing options in order to attract a broad spectrum of investors and new residents. Additional opportunities for mid-format and large format development should be supported, wherever possible.

## Housing Goals and Objectives

Seek opportunities for well-designed, higher density development in areas around major transit nodes and commercial corridors with the goal of creating compact, walkable neighborhoods.

# LAND USE AND DEVELOPMENT GOALS AND OBJECTIVES

## Redevelopment Policies

Vacant parcels and buildings create economic challenges but at the same time present excellent opportunities for redevelopment or consolidation. The parcels available range in size from just over an acre to less than 5,000 square feet, with potential for infill development, TOD, neighborhood parks, and retail expansion.

## Neighborhood Preservation and Enhancement

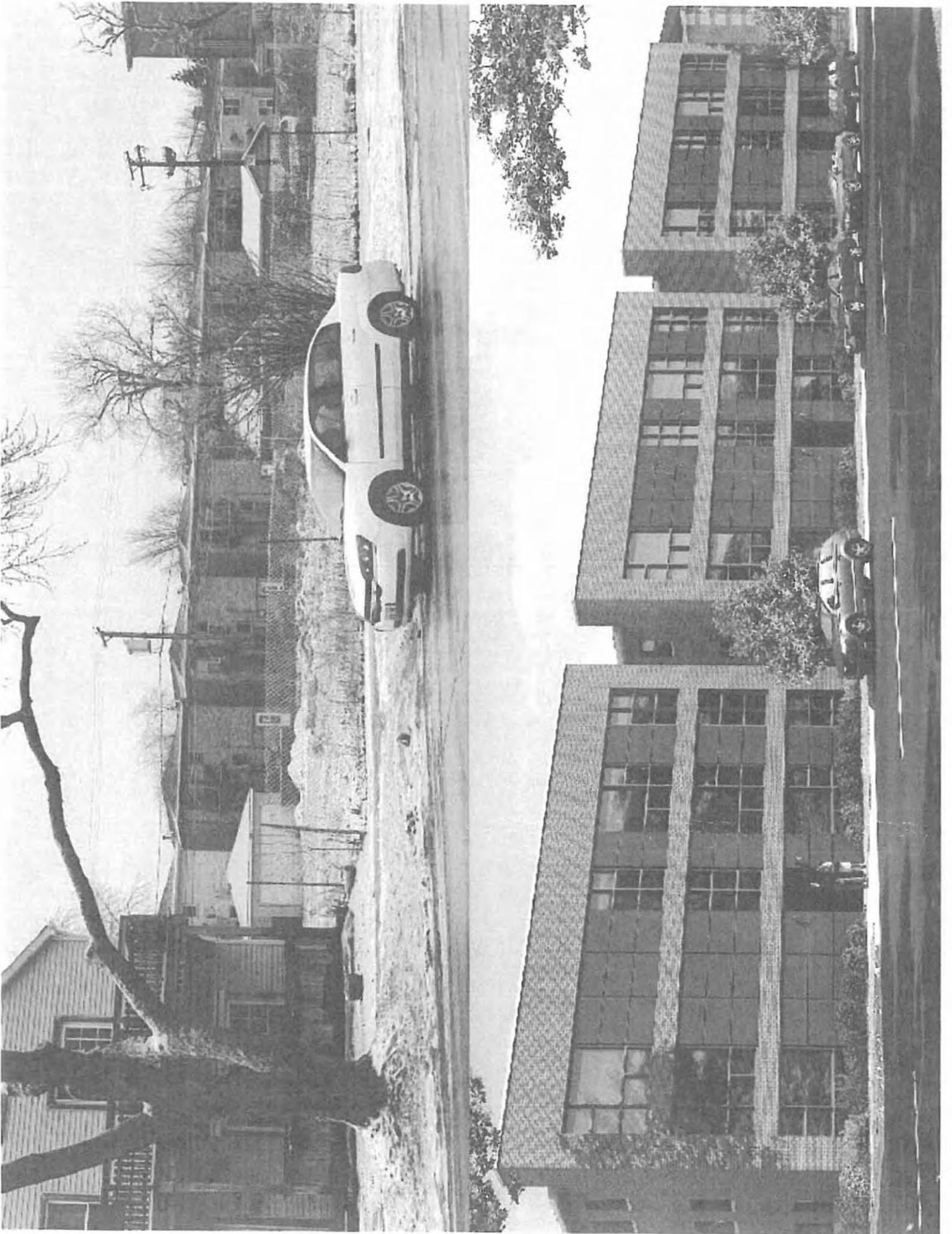
Ensure the vibrancy of residential neighborhoods by supporting the rehabilitation of vacant and abandoned properties and regulating new developments such that they complement the existing neighborhood character. Promote a range of residential types based on a context-sensitive analysis of neighborhoods (e.g. rehabilitation efforts in neighborhoods surrounding Metra stations may differ from those in neighborhoods proximate to major roadways).

# DEVELOPER COMMENTS

- Past success, building to south owned and operated
- Successfully developed multi-family buildings on Ellis Ave in Chicago
- Highly desirable location given proximity to schools, day care, shopping
- Ready to move forward upon approval to provide housing options for Berwyn residents

# SUMMARY

- ✓ Project meets the standards for Planned Development
- ✓ Project is in compliance with Comprehensive Plan
- ✓ Project will redevelop long-standing blighted properties



The City of Berwyn



Edgar J. Garcia  
8<sup>th</sup> Ward Alderman

I-1

A Century of Progress with Pride

March 6, 2019

To: Mayor Robert J. Lovero  
Members of City Council

Re: HDCP Application #1233 - 1442 S. Scoville

Mayor Lovero and City Council Members:

In January, I concurred with the staff's recommendation to deny this application. Upon receiving a request from the applicant to reconsider this decision I followed up with him.

It would be my recommendation to override the denial of this application. Additionally, I would request that this permit be re-visited at the time of renewal.

Edgar J. Garcia  
8<sup>th</sup> Ward Alderman

The City of Berwyn

I-2



Edgar J. Garcia  
8<sup>th</sup> Ward Alderman

A Century of Progress with Pride

March 6, 2019

To: Mayor Robert J. Lovero  
Members of City Council

Re: HDCP Application #1247 - 1320 S. Wesley Ave

Mayor Lovero and City Council Members:

It would be my recommendation to override the denial of this application. Additionally, I would request that this permit be re-visited at the time of renewal.

Sincerely,

Edgar J. Garcia  
8<sup>th</sup> Ward Alderman



# Berwyn Police Department

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

## Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero  
From: Berwyn Police Department Community Service Division  
Date : 1/9/2019  
Officer: M. Raimondi #192

Applicant Name: Barbara Asta

Address: 1320 Wesley Ave, Berwyn IL 60402

Telephone:

Nature of Disability:

### Information

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

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

Report # 19-00302

Ward Alderman: Edgar Garcia

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

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

Incident#: 19-00302

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00302	
REPORT TYPE Incident Report	RELATED CAD # C19-002006	DESCRIPTION Applicant File		
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1320 S WESLEY AV Berwyn, IL 60402			
HOW RECEIVED	WHEN REPORTED 01/09/2019 11:42	TIME OF OCCURRENCE 01/09/2019 11:42	STATUS CODE	STATUS DATE

**INVOLVED ENTITIES**

NAME ASTA, BARBARA L				DOB	AGE
ADDRESS 1320 S WESLEY AV Berwyn, IL 60402			FBI #	IR #	
SEX F	RACE	HGT 5' 8"	WGT 150	HAIR Brown	PHONE Home
EYES Hazel	SID #	DL #	DL State	ALT PHONE Home	
CLOTHING			Handcuff Double Locked	Prints Taken	Criminal History
Employer					
UCR			TYPE	RELATED EVENT #	Count 1
STATUTE					

**INVOLVED VEHICLES**

VEH/PLATE #	STATE IL	TYPE Sedan, 4-door	INVOLVEMENT	VIN #
YEAR 2009	MAKE Mazda	MODEL Unknown	COLOR Gray	OWNER ASTA, BARBARA L
COMMENTS				
Towed	Towed By		Tow Number	Impounded
				Hold

**NARRATIVES**

<p>PRIMARY NARRATIVE</p> <p>Barbara Asta, who resides at 1320 Wesley Ave, Berwyn IL, is requesting handicapped parking signs to be placed in front of her residence.</p> <p>There are two shallow steps in the front of the residence. Currently there is one handicapped parking space on the block, at 1334 Wesley.</p>
---

**OFFICIAL SWORN POLICE REPORT**

# Berwyn Police Department

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

**Incident#: 19-00302**

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00302	
REPORT TYPE Incident Report	RELATED CAD # C19-002006	DESCRIPTION Applicant File		
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1320 S WESLEY AV Berwyn, IL 60402			
HOW RECEIVED	WHEN REPORTED 01/09/2019 11:42	TIME OF OCCURRENCE 01/09/2019 11:42	STATUS CODE	STATUS DATE

The two car garage on premises is currently used for storage. There is a short distance from the garage to the rear entrance door.

The information provided does not meet the criteria for eligibility for a handicapped parking space, under Berwyn City Ordinance 484.05.

REPORTING OFFICER RAIMONDI, MARGO J	Unit # 192	SUPERVISOR SCARDAMAGLIA, SANDRO	Unit # 315
--	---------------	------------------------------------	---------------

**Handicapped Space/Zone**  
**Police Department Site Inspection**

Application # 1247

Police Department Designee C.S.O. Margo J. Raimondi

Comments: Some multi-units, mostly single family dwellings. One handicapped parking space on block at 1334 Wesley. Two car garage on premises. Short distance from garage to rear entrance door of residence.

Date: 1/9/2019

Police Report # 19-00302

**Handicapped Space/Zone**  
**Public Works Site Inspection**

Application # 1247

Public Works Director or Designee Dan Schiller

Comments: There are no obstructions to installation of a reserved space at this location. There is a 2 car garage on the property. There is 1 existing reserved space on the block at 1334.

Meets Public Works Criteria:

Parking Space

Yes


No

X
X

Parking Zone

Yes

No

Date: 2/15/2019

Police Report # 19-00302



The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

app # 1247

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www.berwyn-il.gov

**Affidavit For Handicapped Parking Sign or Drop Off Zone**

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

INITIAL  RENEWAL

Barbara Asta  
(Name of Handicapped Applicant)

..  
(Date of Birth)

1320 Wesley Ave  
(Berwyn Address)

John Asta  
(Name of caregiver, or guardian if minor)

\_\_\_\_\_  
(Date of Birth)

\_\_\_\_\_  
(Telephone /Cell Phone Number)

Are you the homeowner?  Yes /  No

Is there a Driveway/Carport on the property?  Yes /  No

Is there a garage on the property?  Yes /  No

If so, what is the garage currently being used for? Storage

\*\*\*\*\*

**Vehicle Information**

Mazda 5  
(Vehicle make and model)

2009 Gray  
(Year / Color)

\_\_\_\_\_  
(Illinois License Plate Number)

5747  
(Current City Vehicle Sticker Number)

I am the driver of the vehicle  Yes /  No  
vehicle owner  Yes

DE 71292  
(Illinois Permanent Handicap Placard Number)

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

[Signature]  
Signature of Applicant or Legal Guardian

1-3-19  
Date

**Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois**

JESSE WHITE

Secretary of State • State of Illinois

### Persons with Disabilities Certification for Parking Placard/License Plates

**NOTE TO ALL DISABILITY LICENSE PLATE OWNERS:** If you have a disability license plate, you **must** execute this certification and renew your disability parking placard.

**DIRECTIONS:** Both sides of this document must be signed and completed. Applicants complete the appropriate section (Part 1 for applicant or Part 4 for family members driving a person with disabilities). The applicant's physician, advanced practice nurse, optometrist, chiropractor or physician's assistant **MUST** complete Part 2. If the applicant is also applying for meter-exempt parking, his or her physician, advanced practice nurse, chiropractor or physician's assistant **must also complete Part 3.**

**PART 1: Applicant Information**

I hereby certify that I meet the definition of a person with a disability as provided in 625 ILCS 5/1-159.1, and I certify that my physical condition entitles me to the issuance of a Persons with Disabilities Parking Placard/License Plates. By affixing my signature below, I understand that the parking placard/license plates may not be used unless I am the driver or passenger of the vehicle.

**WARNING:** Misuse of a parking placard/plates or making a false application may result in revocation of your placard/plates, a 12-month suspension or revocation of your driver's license and a fine of up to \$1,000.

Name of Person with Disability*		Male/Female*	Date of Birth*
Barbara Asta		f	
Address*		City, State, ZIP Code*	
1320 Wesley Ave.		Berwyn, IL 60402	
Mailing Address if Different From Above			
Daytime Telephone Number*		Disability Parking Placard # (if any)	Disability License Plate # (if any)
Military Veteran? Yes/No*		Email Address	Today's Date*
no			
Signature of Person with Disability*		Illinois Driver's License or Illinois ID Card # of Person with Disability*	

\*Required Information

**PART 2: Medical Eligibility Standards and Medical Professional Certification**

As a licensed physician, advanced practice nurse, chiropractor, optometrist or physician's assistant, I certify the individual named in Part 1 has a condition that constitutes him/her as a person with disabilities as defined in statute due to a diagnosis of: \_\_\_\_\_

**Length of Disability: (check one)**

permanent disability

temporary disability; the duration of this disability is \_\_\_\_\_ (maximum 6 months)

**Check all that apply (must check at least one):**

- Patient is restricted by a lung disease to such a degree that the person's forced (respiratory) expiratory volume (FEV) is one second, when measured by spirometry, is less than one liter.
- Patient uses a portable oxygen device.
- Patient has a Class III or Class IV cardiac condition according to the standards set by the American Heart Association.
- Patient cannot walk without the assistance of a wheelchair, walker, crutch, brace, and other prosthetic device or without the assistance of another person.
- Patient is severely limited in the ability to walk due to an arthritic, neurological, oncological or orthopedic condition.
- Patient cannot walk 200 feet without stopping to rest because of one of the above five conditions.
- Patient is missing a hand or arm or has permanently lost the use of a hand or arm.

**Medical Professional Certification**

As the medical professional(s) executing this document and verifying the nature of the applicant's disability, I understand that making a false representation of a person's disability for the purposes of obtaining any type of disabled parking placard or plates may result in a suspension or revocation of my driver's license and a fine of up to \$1,000.

Medical Professional's Printed Name*	Specialty*	Office Telephone Number*
Nancy Wu	J.M.	773-275-7700
Address*	City, State, ZIP Code*	
4025 N. Western Ave	Chicago IL 60618	
Medical Professional's Signature*	State Professional License Number*	Today's Date*
<i>[Signature]</i>		11/8/18
Name of Collaborating Supervising Physician (if signed above by Advanced Practice Nurse or Physician's Assistant)*	Supervising Physician State Professional License Number*	

\*Required Information

JESSE WHITE

Secretary of State • State of Illinois

**PART 3: Medical Eligibility for Meter-Exempt Parking and Physician's Certification**

The meter-exempt parking certification must be completed **only when the applicant qualifies for meter-exempt parking**. To qualify, the applicant must have a valid Illinois driver's license (if applicable), have an ambulatory disability described in Part 2 and also have one of the following conditions listed below. **Economic need is not a consideration for meter-exempt parking.**

I hereby certify \_\_\_\_\_, who has Illinois Driver's License Number \_\_\_\_\_  
(Name of Person with Disability)

(if applicable) as listed in Part 1 of this application is also eligible for meter-exempt parking as provided by statute due to the following **PERMANENT** medical condition or disability:

**Check all that apply:**

- \_\_\_\_\_ The patient cannot manage, manipulate, or insert coins, or obtain tickets or tokens in parking meters or ticket machines in parking lots due to the lack of fine motor control of **BOTH** hands.
- \_\_\_\_\_ The patient cannot reach above his/her head to a height of 42 inches from the ground due to a lack of finger, hand or upper-extremity strength or mobility.
- \_\_\_\_\_ The patient cannot approach a parking meter due to his/her use of a wheelchair or other device for mobility.
- \_\_\_\_\_ The patient cannot walk more than 20 feet due to an orthopedic, neurological, cardiovascular or lung condition in which the degree of debilitation is so severe that it almost completely impedes the ability to walk.
- \_\_\_\_\_ The patient is under 18 years of age and incapable of driving.

Signature of Physician, Chiropractor, Advanced Practice Nurse or Physician's Assistant*	Today's Date*
Signature of Collaborating/Supervising Physician* (if signed above by Advance Practice Nurse or Physician's Assistant)	State Professional License Number*

\*Required Information

**PART 4: For Parent, Legal Guardian or Immediate Family Member Only:**

As a parent, legal guardian or immediate family member residing in the household of the disabled individual named in Part 1, I hereby apply for:

- Disability License Plates
- Meter-Exempt Disability Parking Placard
- Temporary Parking Placard
- Permanent Parking Placard

The disabled individual owns no motor vehicles, and I have primary responsibility for his/her mode of transportation. By affixing my signature below, I understand that the disability license plates or meter-exempt parking placard may not be used unless I am transporting the disabled individual in the vehicle.

**WARNING: Any misuse of the disability license plates or meter-exempt parking placard may result in revocation of the plates or placard, a 12-month suspension or revocation of your driver's license and a fine of up to \$1,000.**

Parent, Legal Guardian or Immediate Family Member Name*	Relationship to Person with Disability*
Address*	City, State, ZIP Code*
Mailing Address if Different From Above	
Parent, Legal Guardian or Immediate Family Member Name*	Illinois Driver's License Number of Parent, Legal Guardian or Family Member*
Daytime Telephone Number*	Today's Date*

\*Required Information

**Temporary Disabled Parking Placard applications may be taken to any Secretary of State facility or mailed to the following address. Permanent Disabled Parking Placard applications must be mailed to: Secretary of State, Persons with Disabilities License Plates/Placard Unit, 501 S. Second St., Rm. 541, Springfield, IL 62756.**

FOR SECRETARY OF STATE OFFICE USE ONLY

Parking Placard Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Issued By: \_\_\_\_\_ Issue Date: \_\_\_\_\_



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

**Form B**

**Owner Consent For Handicap Sign**

**Placement/Drop-off Zone**

I Barbara Ast, owner/manager of the property at \_\_\_\_\_, state as follows:

1) That \_\_\_\_\_ is a tenant at the above listed property.

2) That \_\_\_\_\_ has no access to any parking on the premises.

3) That if \_\_\_\_\_ is granted a handicapped sign or drop-off zone by the City of Berwyn, I have no objection to the placement of signs in front of this address.

4) I agree to notify the City of Berwyn if \_\_\_\_\_ no longer resides on the premises.

\_\_\_\_\_  
Signature/Date

Name: See application  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_

The City of Berwyn

I-3



Cesar A. Santoy  
5<sup>th</sup> Ward Alderman

A Century of Progress with Pride

March 7, 2019

To: Mayor Robert J. Lovero  
Members of City Council

Re: Employee Insurance Premium Increase – Non Union Employees

In keeping with the intent to continually examine means and methods to reduce expenses this is a recommendation that employee contribution for health insurance premiums for all non-union employees be increased from 10% to 12.5%. This is intended to include but not limited to Elected Officials and Departmental Leadership Staff currently opted into the City of Berwyn Health Care Insurance Program.

It is my request that this item be approved and implemented by the Mayor's Office as soon as possible but no later than June 30, 2019.

Respectfully,

Cesar A. Santoy  
Alderman, 5<sup>th</sup> Ward

I-4

The City of Berwyn



Cesar A. Santoy  
5<sup>th</sup> Ward Alderman

A Century of Progress with Pride

March 7, 2019

Budget and Finance Committee Meeting Minutes

Convened: Wednesday, February 27, 2019, 6:15 pm / Adjourned: Wednesday, February 27, 2019, 7:30 pm

Committee Members Present

Cesar Santoy, 5<sup>th</sup> Ward Alderman, Chairman / Scott Lennon, 1<sup>st</sup> Ward Alderman,

Berwyn Staff Members Present

Brian Pabst, City Administrator, Rasheed Jones, Finance Director

The purpose of this meeting was to address the referral of Item I-4 as presented at the 2/12/19 City Council Meeting

- Committee recognition and inclusion of Ald. Jeanine Reardon in discussion
- General Discussion of I-4 including presentation by review of Finance Director recommendations for the possible implementation via ordinance of I-4
- Recommendations for Amendment to City Code Chapter 228 to include:
  - o Compilation and content of a Draft Budget to be provided on or before October 31 of the preceding fiscal year commencing in 2019
  - o Submitted budget shall include a balanced General Fund Budget that does not include a deficit as a minimum requirement and may include a surplus.
  - o Department Heads will make Draft Budget submissions to the Finance Director no later than August 1<sup>st</sup> of the preceding fiscal year commencing in 2019
  - o The Finance Director will present the Draft Budget submissions to the Budget and Finance Committee no later than September 1 of the preceding fiscal year commencing in 2019
  - o The Draft Budget will be reviewed by the Budget and Finance Committee, City Departments and Finance Director no later than September 15 of the preceding fiscal year commencing in 2019
  - o The Draft Budget shall be made available for public inspection in printed and electronic form for a minimum of (10) days prior to the public hearing
  - o A Final Budget will be recommended to the City council by the Finance Director no later than December 15 of the preceding fiscal year commencing in 2019
  - o The Final Budget will be presented for approval to the City Council no later than January 31 of the fiscal year in question
  - o Abandonment of these requirements may be obtained by a 2/3 vote of the corporate authorities holding office

Policy Recommendations associated with Item I-4 include:

- Comparison by the Finance Department of actual versus revenue and expenditures on a quarterly basis commencing at the end of Q2 FY 2019
- Finance Department to provide 3 year budget projections for revenues and expenditures commencing October 2021 for FY 2022
- Finance Department to provide an annually updated capital plan commencing October 2021 for FY 2022

Motion to direct the Finance Department to implement above listed recommendations for Amendment to City Code Chapter 228 and was made by Santoy, motion was seconded by Lennon, (2) voted in favor, (0) voted against

Motion to adjourn was made by Santoy, motion was seconded by Lennon, (2) voted in favor, (0) voted against

Submitted as informational

Sincerely



Cesar A. Santoy  
Chairman

Attachment

The City of Berwyn



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

I-5

**A Century of Progress with Pride**

March 8, 2019

To: Mayor Robert J. Lovero  
City Council Members

Re: Final Distribution of the new securitization funds and subsequent ratification of the decision to authorize the mayor to approve the financing rate of 5.72%

Dear Mayor and City Council,

On February 12, 2019 council authorized Mayor Lovero to conclude negotiations of the bond financing agreement. I request that the Finance Department provide a full report to discuss the completed deal and clarify the full pay-off distributions of these funds. This should include the anticipated finance charges and savings from clearing the swept-in bond.

I also request that Director Jones and Treasurer Gutierrez walk us through the anticipated next steps and implications of the Bond Financing Plan into the next decade.

Sincerely,

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

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



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

I-6

A Century of Progress with Pride

March 12, 2019

TO: The Honorable Robert J. Lovero  
Members of the City Council

RE: Handicap Parking Space Removal, 3839 S. Home Ave. Permit #94

Ladies and Gentlemen:

For your consideration, I respectfully request the following Handicap Parking Signs be removed for the following reasons:

1. **Non-compliance under Ordinance 484.05 Sec. (B) (3)** *The applicant has no outstanding debts with the city.* The resident received a letter dated September 7, 2018 from the City Clerk's office stating that the outstanding balance she has with the Water Department put her in default of the Handicap Sign Ordinance. As of today's date, the balance remains open on the account and no payment arrangements have been established.
2. **Non-compliance under Ordinance 484.05 Sec. (E)** *All reserved parking space designations shall expire on October 1 of each year, but may be renewed upon the submission of a renewal application form to be prescribed by the City Clerk, verified by the signature of the renewal applicant meeting the requirements herein and submitted to the City Clerk's Office, along with any verification documentation called for by the renewal application form and the payment of a \$10 fee.* The City Clerk shall review each disabled parking sticker previously issued and all renewal applications, and determine whether or not the need for the sticker still exist. The applicant has not returned her completed renewal forms or paid the necessary fee.

Ms. Martin received renewal paperwork from the Clerk's office at the end of August, 2018. In early October, 2018 a final notice was sent after her renewal was not received. I personally have spoken to Mr. & Mrs. Martin on more than (1) occasion and provided renewal forms at (2) separate times. To date, the City of Berwyn has received nothing in response to our requests.

Since neither myself nor the Clerk's Office have been unable to resolve this matter with Ms. Martin I am requesting City Council approve the removal of her signs.

Respectfully submitted,

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

JSL/sla

cc: File

The City of Berwyn



Rasheed Jones  
Finance Director

J-1

**A Century of Progress with Pride**

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

Date: March 8, 2019

To: Mayor Robert J. Lovero  
Members of City Council

Subject: 2019 Appropriation Ordinance

Please see the attached 2019 appropriation ordinance which includes the 2019 budget document. The budget document was also distributed to the Members of City Council at the February 26, 2019, Committee of the Whole meeting. An adopted ordinance must be filed with the County by March 31<sup>st</sup> of each year.

**Recommendation:** City Council to adopt the attached 2019 appropriation ordinance.

Thank you,

Rasheed Jones  
Finance Director

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

**THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF BERWYN,  
COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR 2019**

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

**WHEREAS**, the Codified Ordinances of the City of Berwyn and Section 8-2-9 of the Illinois Municipal Code (65 ILCS 5/8-2-9) require the adoption of an ordinance within the first quarter of each fiscal year, to be termed the annual appropriation ordinance, appropriating such sums of money as are deemed necessary to defray all necessary expenses and liabilities of the municipality and which specifies the objects and purposes for which these appropriations are made and the amount appropriated for each object or purpose (the “Annual Appropriation Ordinance”); and

**WHEREAS**, as required by applicable law, notice of a public hearing on the proposed Annual Appropriation Ordinance was published in a newspaper published in the City at least ten (10) days before the time of the public hearing; and

**WHEREAS**, such public hearing was held on March 12, 2019, with all wishing to speak being heard; and

**WHEREAS**, in accordance with applicable law, City staff prepared a proposed Annual Appropriation Ordinance or a formally prepared appropriation or budget document upon which this Ordinance is based, which has been and is currently conveniently available for public inspection in the office of the City Clerk; and

**WHEREAS**, the Mayor and the City Council have reviewed the Annual Appropriation Ordinance for fiscal year 2019 and have determined that said appropriations are in the best interests of the City and its residents; and

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

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

**SECTION 2:** The following sums of money for each City fund, or as much thereof as may be authorized by law, be and are hereby appropriated for the corporate purposes and objects of the City hereinafter specified for the fiscal year commencing January 1, 2019 and ending on December 31, 2019.

**SECTION 3:** All the appropriations herein made for any purpose shall be regarded only as a maximum amount to be expended under the respective appropriation funds, shall not be construed as a commitment, agreement, obligation or liability of the City, and each such appropriation being subject to further approval as to the actual expenditure thereof by the Mayor and City Council of the City.

**SECTION 4:** To the extent allowed by applicable law, any unexpended balance of the appropriations for the fiscal years prior hereto are hereby specifically re-appropriated for the same fund purposes for which they were originally made and may be expended in making up any insufficiency in any item or items provided in this Ordinance without supplemental appropriation.

**SECTION 5:** The sums as set forth in Exhibit A, attached hereto and incorporated herein, or so much thereof as may be authorized by law and needed or deemed necessary, are hereby appropriated to defray and pay all necessary expenses and liabilities of the City and such appropriations are hereby made for the objects and purposes as set forth in Exhibit A.

**SECTION 6:** The City Clerk is hereby authorized and directed to publish this Ordinance in pamphlet form or in a newspaper of general circulation within the City within thirty (30) days after its adoption. The City Clerk is further authorized and directed to file a certified copy of this Ordinance with the Cook County Clerk within thirty (30) days of its adoption and the Chief Fiscal Officer of the City is authorized to certify to the Cook County Clerk that the Estimate of Revenues by Source, incorporated herein by reference, is a true statement of said revenues, which Estimate of Revenues by Source shall also be filed with the Cook County Clerk within said thirty (30) day period. The officers, employees and/or agents of the City shall take all actions necessary or reasonably required to carry out, give effect to and consummate the intent of this Ordinance and shall take all actions in conformity therewith. The officers, employees and/or agents of the City are specifically authorized and directed to draft and disseminate any and all necessary forms to be utilized in connection with the terms and purpose of this Ordinance.

**SECTION 7:** If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

**SECTION 8:** All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 9:** Any non-preemptive state statute in conflict hereof with this Ordinance is hereby superseded to the full extent of such conflict pursuant to the exercise of the home rule powers of the City.

**SECTION 10:** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**ADOPTED** this 12th day of March, 2019 pursuant to a roll call vote as follows:

	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>PRESENT</b>
Lennon				
Ramirez				
Reardon				
Fejt				
Santoy				
Ruiz				
Avila				
Garcia				
(Mayor Lovero)				
<b>TOTAL</b>				

**APPROVED** this 12th day of March 2019.

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

**ATTEST:**

\_\_\_\_\_  
Margaret M. Paul, City Clerk

**EXHIBIT A**



# 2019 Annual Budget

For the Fiscal Year Beginning January 1, 2019



**The City of Berwyn**

**Robert J. Lovero**  
Mayor

**A Century of Progress with Pride**

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2567  
[www.berwyn-il.gov](http://www.berwyn-il.gov)

**2019 Annual Budget**

**Members of the City Council**

Scott Lennon  
Jose Ramirez  
Jeanine Reardon  
Robert Fejt  
Cesar Santoy  
Alicia Ruiz  
Rafael Avila  
Edgar Garcia

Alderman, 1<sup>st</sup> Ward  
Alderman, 2<sup>nd</sup> Ward  
Alderman, 3<sup>rd</sup> Ward  
Alderman, 4<sup>th</sup> Ward  
Alderman, 5<sup>th</sup> Ward  
Alderman, 6<sup>th</sup> Ward  
Alderman, 7<sup>th</sup> Ward  
Aldermen, 8<sup>th</sup> Ward

**Administrators**

Robert Lovero  
Cynthia Gutierrez  
Margaret Paul  
Brian Pabst  
Anthony Bertuca  
Regina Mendicino  
James Frank  
Tammy Sheedy  
Denis O'Halloran  
Michael D. Cimaglia  
Charles Lazzara  
Anthony Martinucci  
Robert Schiller  
Rasheed Jones

Mayor  
Treasurer  
Clerk  
City Administrator  
City Attorney  
Director, Community Development  
Director, Information Technology  
Interim Director, Library Services  
Fire Chief  
Police Chief  
Director, Building Department  
Director, Recreation Department  
Director, Public Works  
Director, Finance

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Report Prepared By**

Finance Department

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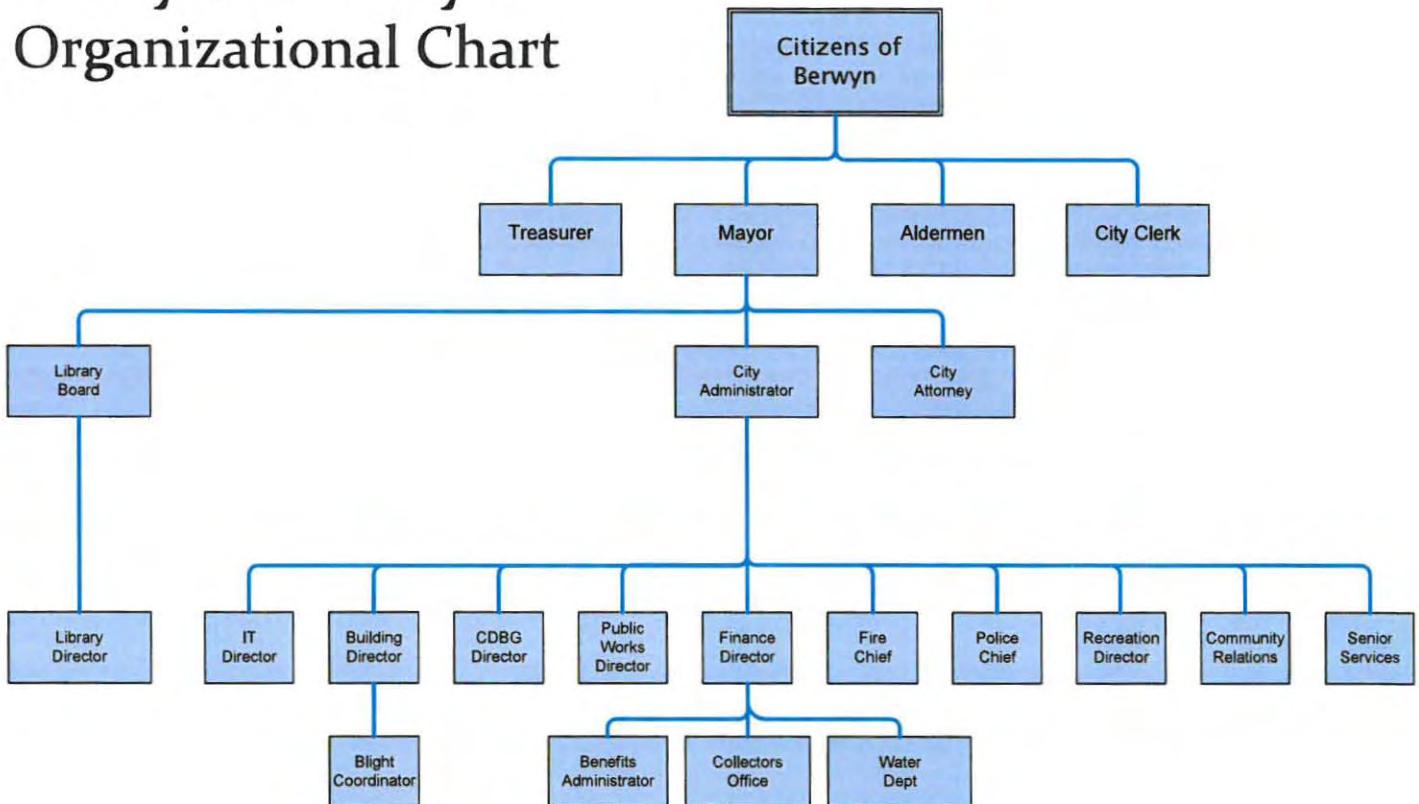
**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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# City of Berwyn Organizational Chart



**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Description of Budget Process**

The City uses the following procedures in establishing the budget.

- The Mayor submits to the City Council Members a proposed operating budget for the fiscal year commencing on the following January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public Hearings are conducted by the City to obtain taxpayer comments.
- Subsequently, the budget is legally enacted through the passage of an ordinance.
- Formal budgetary control is at the department level in the general fund or fund level for all other funds.
- Budgetary authority lapses at year end.
- State law requires that "expenditures be made in conformity with the budget." Transfers between line items in cost centers may be made by administrative action. Any amount to be transferred between cost centers would require Council approval
- Budgeted amounts are originally adopted, with the exceptions of Council approved budget amendments which are reflected in the financial statements.

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**2019 Budget Message from Mayor Robert J. Lovero**

Since first being elected in 2009, my focus as Mayor has been to provide quality services and amenities to the residents of the City of Berwyn while working to ensure the City's long-term financial viability. I have worked in close collaboration with the department heads and employees to bring before you the attached budget which reflects conservative spending and revenue projections. As such, I am pleased to submit the attached budget for City Council's review.

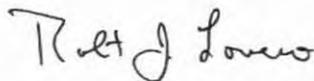
We will continue our plan to solve the City's inherited financial issues including the unfunded pension liabilities. The attached budget provides funding for all of the services that residents have come to expect from the City of Berwyn; these services include everything from public safety to senior services and roadway maintenance.

We have maintained our liquidity goals in the Fund Balance, and we are making significant progress with our plan to fully fund the Police and Fire pensions as required per state law. Additionally, we have provided a balanced plan that addresses our overall bond indebtedness.

Finally, this budget reinforces Berwyn's historic balance between neighborhood issues and responsible economic development. Home values have increased substantially and we expect this trend to continue. Our strategic economic development efforts have invigorated neighborhoods and commercial corridors and will continue to improve Berwyn's notoriety as a premier community to shop, dine, and raise a family.

Please join me in supporting these initiatives by voting in favor of this proposed budget.

Respectfully,



Robert J. Lovero  
Mayor

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**Budgetary Structure**

**Funding of Operations**

During 2018, the City passed a deficit General Fund budget for the first time in recent history. Throughout the 2019 budget process, the City scrutinized each budget line item to identify potential cost savings and revenue increases to prevent a reoccurring deficit budget. As a result, the 2019 General Fund budget estimates revenues to exceed expenditures by approximately \$1,000, resulting in a balanced budget. The City committed to address the General Fund budget deficit without significantly increasing property taxes. The projected General Fund balance of \$12.4 million provides stability in the funding necessary to pay for crucial City services that are the backbone of any strong community such as police, fire and public works.

**Maintaining Required Reserve Levels**

Per the City's Fund Balance Policy, the General and Library Funds are to maintain an unassigned fund balance (an amount that is not earmarked for any specific purpose) that is at least 16% of the following year's expenditure budget. At the end of 2018, the General Fund continued to meet its reserve requirement as its estimated ending fund balance is \$12.4 million (21.7% of the 2019 General Fund expenditure budget).

The Library anticipates increasing its total fund balance by \$344,000 and therefore, the projected 2018 ending fund balance for the Library is \$1.8 million. As such, the Library board has decided to direct a portion of its fund balance toward essential capital expenditures in 2019. Even after approximately \$400,000 in capital expenditures, the estimated 2019 Library Fund balance of \$1.5 million remains at a healthy 40% of the current year budgeted expenditures.

The main objective of the 16% fund balance requirement is to allow the City and Library to operate for the first two months of the year while waiting for the first installment of property taxes to be received in March. This would allow the City to meet its financial obligations without enacting short-term borrowing to cover costs prior to the receipt of property taxes.

As a result of the General Fund maintaining its fund balance at favorable levels, the City continues its focus on exploring new ways to grow fund balance despite the various challenges it faces with existing revenue streams and expenditure commitments. In addition, the City also strives to reduce its current debt burden and minimize future interest costs.

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**Budgetary Structure**

For the City to remain strong financially, sound fiscal decision-making is critical to allow for effective funding of operations and long-term obligations including pensions. The City has worked diligently to build a foundation for fiscal stability without forfeiting critical functions such as public safety and public works. The City has made significant progress and continues to seek ways to improve.

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**Community Profile**

Berwyn, "The City of Homes" and a Centennial City, was incorporated June 6, 1908. Back then, Berwyn's population was approximately 5,000 and the community was established from a settlement called LaVergne on the south side and a portion of Oak Park on the north. It was mainly farmland with few roads and much unoccupied land between the first homes being built.

During the 1920's and 1930's, the time of Berwyn's largest residential development, many solidly-built brick bungalows were built. That housing stock, along with the variety of homes built through the 1940's, established Berwyn's reputation as a stable, family-oriented community. Today, the City's population is well over 57,000 and Berwyn proudly boasts the largest collection of Chicago-style bungalows in the nation, as well as a substantial stock of multi-family apartment buildings and condominiums.

Location is one of Berwyn's greatest assets. It is less than ten miles west of Chicago's main business district, the "Loop," and is situated between two major expressways, the Eisenhower (I-290) to the north and the Stevenson (I-55) to the south. Berwynites have the convenience of railroad and bus transportation to Chicago and all its surrounding suburbs. METRA commuter railroad trains run directly through the heart of Berwyn's "Depot District," and the suburban PACE bus system serves all the main streets of the City. Residents and visitors find it easy to drive to and from the Chicago area's two main airports, O'Hare Field and Midway.

Berwyn enjoys a wide ethnic diversity of its residents. Large numbers of Czechs and Slovaks were part of the original settlers of the City, along with many Italians, Greeks, Poles, Yugoslavians, and Ukrainians. In recent years, many people of Hispanic, African, and Asian decent have settled in the City. Berwyn values its proud reputation as a residential community of hard-working, middle-class families. It is composed mainly of hardworking families merged with young professionals and individuals who practice a variety of religions and lifestyles.

The City has thriving business districts featuring retail, dining, and service-oriented businesses. MacNeal Hospital and Turano Baking Company are two of the largest employers, along with Berwyn's municipal government.

Schools, churches, parks and recreation are all-important in Berwyn. The public school system consists of elementary school districts #98 and #100 and Morton High School District #201, along with Morton Community College located in neighboring Cicero. Those schools are complemented by two parochial schools, St. Odilo and St. Leonard, which serve students from kindergarten through eighth grade.

**City of Berwyn  
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**Community Profile**

More than one dozen public parks and community centers afford a wide variety of recreational opportunities. The Berwyn Park District and the North Berwyn Park District, along with the Berwyn Recreation Department, a department of the City, provide recreation programs that involve all categories of sports for all ages as well as a swimming pool, a multitude of playgrounds, tennis courts, picnic / play areas, and well-maintained green spaces throughout the City.

Berwyn is home to many community service organizations that meet the needs of all residents. Many of these non-profit organizations receive funding through a Community Development Block Grant (CDBG). Berwyn operates the CDBG as a fund separate from city government and several employees oversee its administration. The Berwyn Development Corporation (BDC) is a 501(c)3 corporation established to work closely with the City to assist in administering the tax increment financing districts (TIF districts) to benefit businesses and residents and improve the City's economic status. The BDC also serves as a chamber of commerce for the City and operates a variety of programs that benefit residents and businesses alike.

Public safety is a top priority in Berwyn, and the City has a thriving police department and three very active fire stations. The City boasts a regular, full-time fire department with more than 80 employees. The police department is well-staffed with more than 200 police personnel, as well as an auxiliary police department and an active group of citizen volunteers.

The Berwyn Health Department operates independently of the City as part of the Berwyn Township and serves the entire Berwyn area to meet the public health needs of the community. The City of Berwyn's full-time Public Works Department fulfills the responsibilities of maintaining the City's streets and infrastructure and operates the water and sewer utilities as an enterprise fund. Other utilities that serve the City's residents, such as garbage collection, are operated privately under city contracts.

Berwyn's city hall is located at 6700 W. 26<sup>th</sup> St., Berwyn, IL 60402. The main phone line is (708)788-2660. Berwyn's city government consists of the mayor, city clerk, city treasurer, eight aldermen, and a city administrator, all of whom preside over the city departments that serve the needs of everyone who lives, works, or visits Berwyn.

**City of Berwyn  
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**Description of City Funds and Accounting Structure**

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City's fiscal year is the calendar year. As required by Illinois Statutes, budgets are adopted for the City's funds, which are classified and defined as follows:

The City has established the General Fund and the Debt Service Fund as the major funds for the purpose of financial reporting. The General Fund is always established as a major fund. The determination of other major funds is made by the following calculation: If assets, liabilities, revenues, or expenditures in any specific fund account for 10% or more of the total assets, liabilities, revenues, or expenditures in all governmental funds, then these funds are considered major.

**Governmental Fund Types**

These are the funds through which most of the functions of the City are financed. These funds are budgeted on a modified accrual basis of accounting. The focus of the modified accrual basis of accounting is on available spendable resources; that is, the flow of resources into and out of the organization in providing services. The reported fund balance of the City represents a measure of these resources. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long term debt, are recorded when the liability is incurred, if measurable. Following are the City's governmental funds:

**General Fund –**

The General Fund is the primary operating fund of the City. It is used to account for all financial resources, except those required to be presented in another fund. The General Fund encompasses all of the primary functions for the City including: general government, police, fire, public works, economic development, senior services and culture and recreation.

**Special Revenue Funds –**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated or legally restricted to expenditure for specified purposes. Special revenue funds utilized by the City include the following:

Library Fund – Used to account for all resources and expenditures related to the Berwyn Public Library.

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**Description of City Funds and Accounting Structure**

Motor Fuel Tax Fund – Used to account for the operation of street maintenance programs and capital projects as authorized by the Illinois Department of Transportation. Financing is provided from the City's share of gasoline taxes.

Harlem, Roosevelt, and South Berwyn Tax Increment Financing (TIF) Funds – Used to account for economic development and other projects within the boundaries of each tax increment district. The use of these funds is restricted by the project plan and for the repayment of principal and interest incurred for these projects.

CDBG Fund – This fund is used to account for the revenues and expenditures incurred under the City's Community Development Block Grant (CDBG) program.

Foreign Fire Fund - This fund accounts for the proceeds and spending of the foreign fire insurance tax.

Other special revenue funds that appear in the City's audited financial statements but are not budgeted are the Grants Fund, Emergency 911 Fund, Neighborhood Stabilization Program (NSP) Fund, Ogden TIF Fund and the Asset Forfeiture Fund.

**Debt Service Fund –**

The Debt Service Fund is used to account for the repayment of principal and interest on long-term obligations. Expenditures are financed through the annual property tax levy.

**Capital Projects Funds –**

Capital Projects Funds are used to account for financial resources to be used for the acquisition of equipment, construction of major capital facilities or other long term projects, not reported in the enterprise fund or the TIF funds.

**City of Berwyn  
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**Description of City Funds and Accounting Structure  
Proprietary Fund Types**

These fund types are used to account for activities funded primarily through user charges. The basis of accounting used for budgeting these funds is accrual basis, with the exception of depreciation which has not been budgeted for. The focus of accrual accounting is mainly upon the determination of net income and the maintenance of capital. Therefore, included within these funds are all assets and liabilities associated with the fund's operations. Revenue are recognized under the accrual basis of accounting when earned and expenses are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt or payment of cash may take place in another accounting period. For budgetary control purposes, the City also appropriates the capital expenditures for the proprietary funds. The City prepares budgets for the following proprietary fund types:

**Enterprise Funds –**

Enterprise funds are used to account for service that are financed and operated in a manner similar to a private business. The intention is for user fees to cover the cost of providing services, including depreciation. The City operates the Utility Fund and the Parking Garage Fund as Enterprise funds.

Utility Fund – The Utility Fund is used to account for all costs of providing water, sewer and garbage service to the residents and businesses within the City of Berwyn. This fund is supported solely by user charges for these services.

Parking Garage Fund – The Parking Garage Fund is used to account for all costs of operating the municipal parking garage in the Depot TIF district. This fund is supported by user charges for parking in the garage.

**Internal Service Funds –**

Internal service funds are used to account for the financing of goods or services provided by one department to other departments of the City.

Insurance Fund – The Insurance Fund is used to account for all costs of providing workmen's compensation, general liability, and property coverage for all of the City's employees and its equipment. The Insurance Fund then charges a fee to all of the other departments of the City based on claims history or other allocation method.

City of Berwyn  
Budget Summary - All Funds  
2019 Budget

Fund	Special Revenue Funds							
	General Fund	Library Fund	Community Development Fund	Foreign Fire Tax Fund	Motor Fuel Tax Fund	S. Berwyn TIF Fund	Harlem TIF Fund	Roosevelt TIF Fund
2019 Budget								
<b>Revenues</b>								
Taxes	\$ 43,586,802	\$ 3,392,808	\$ -	\$ 57,000	\$ -	\$ 929,192	\$ 1,119,351	\$ 605,533
Licenses and Permits	3,584,000	-	-	-	-	-	-	-
Charges for Services	1,902,000	-	-	-	-	-	-	-
Fines	4,958,643	16,000	-	-	-	-	-	-
Intergovernmental Revenues	120,000	110,821	1,528,701	-	1,700,000	-	-	-
Miscellaneous Revenues	2,677,270	750	-	-	35,000	-	-	-
Other Financing Sources	30,507,500	-	24,192	-	-	-	-	-
<b>Total Revenues</b>	<b>87,336,215</b>	<b>3,520,379</b>	<b>1,552,893</b>	<b>57,000</b>	<b>1,735,000</b>	<b>929,192</b>	<b>1,119,351</b>	<b>605,533</b>
<b>Expenditures</b>								
General Government	\$ 10,117,056	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	68,706,261	-	-	57,000	-	-	-	-
Public Works	6,186,359	-	925,901	-	1,694,734	-	-	-
Economic Development	230,847	-	549,722	-	-	237,988	964,316	123,334
Culture and Recreation	2,094,187	3,822,124	77,270	-	-	-	-	-
Garbage	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	173,163	15,000
Water and Sewer	-	-	-	-	-	-	-	-
Municipal Garage	-	-	-	-	-	-	-	-
Claims expense	-	-	-	-	-	-	-	-
Other Financing Uses	-	-	-	-	-	536,167	-	293,395
<b>Total Expenditures</b>	<b>87,334,710</b>	<b>3,822,124</b>	<b>1,552,893</b>	<b>57,000</b>	<b>1,694,734</b>	<b>774,155</b>	<b>1,137,479</b>	<b>431,729</b>
Surplus / (Deficit)	1,505	(301,745)	-	-	40,266	155,037	(18,128)	173,804
Projected Beginning Fund Balance	12,355,872	1,842,346	(251,554)	61,066	1,653,030	(150,265)	23,815	5,702
Estimated Ending Fund Balance	\$ 12,357,377	\$ 1,540,601	\$ (251,554)	\$ 61,066	\$ 1,693,296	\$ 4,772	\$ 5,687	\$ 179,506

City of Berwyn  
Budget Summary - All Funds  
2019 Budget

Fund	Capital Projects Fund	Debt Service Fund	Utilities Fund	Parking Garage Fund	Internal Service Fund	Total All Funds
<u>2019 Budget</u>						
Revenues						
Taxes	\$ -	\$ 7,103,161	\$ -	\$ -	\$ -	\$ 56,793,847
Licenses and Permits	-	-	-	45,000	-	3,629,000
Charges for Services	-	-	16,845,000	120,000	924,110	19,791,110
Fines	-	-	1,625,000	-	-	6,599,643
Intergovernmental Revenues	-	-	-	-	-	3,459,522
Miscellaneous Revenues	-	1,000	32,000	55,000	-	2,801,020
Other Financing Sources	-	5,205,370	-	-	-	35,737,062
Total Revenues	<u>-</u>	<u>12,309,531</u>	<u>18,502,000</u>	<u>220,000</u>	<u>924,110</u>	<u>128,811,204</u>
Expenditures						
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,117,056
Public Safety	339,500	-	-	-	-	69,102,761
Public Works	310,500	-	-	-	-	9,117,494
Economic Development	-	-	-	-	-	2,106,207
Culture and Recreation	100,000	-	-	-	-	6,093,581
Garbage	-	-	4,907,350	-	-	4,907,350
Debt Service	-	11,908,403	338,788	-	-	12,435,354
Water and Sewer	-	-	12,771,722	-	-	12,771,722
Municipal Garage	-	-	-	79,730	-	79,730
Claims expense	-	-	-	-	1,541,500	1,541,500
Other Financing Uses	-	-	-	-	-	829,562
Total Expenditures	<u>750,000</u>	<u>11,908,403</u>	<u>18,017,860</u>	<u>79,730</u>	<u>1,541,500</u>	<u>129,102,317</u>
Surplus / (Deficit)	<u>(750,000)</u>	<u>401,128</u>	<u>484,140</u>	<u>140,270</u>	<u>(617,390)</u>	<u>(291,113)</u>
Projected Beginning Fund Balance	<u>766,290</u>	<u>38,928</u>	<u>10,936,428</u>	<u>9,987,189</u>	<u>619,827</u>	<u>37,888,673</u>
Estimated Ending Fund Balance	<u>\$ 16,290</u>	<u>\$ 440,056</u>	<u>\$ 11,420,568</u>	<u>\$ 10,127,459</u>	<u>\$ 2,437</u>	<u>\$ 37,597,560</u>

**City of Berwyn  
General Fund Summary  
2019 Budget**

	2016	2017	2018	2018	2019	Requested Budget Change	
	Balance	Balance	Projected	Budget	Budget	Amount	Percent
<b>Revenues</b>							
Taxes	\$ 41,369,351	\$ 40,747,325	\$ 42,509,166	\$ 41,519,962	\$ 43,586,802	\$ 2,066,840	5%
Licenses and Permits	3,625,012	3,672,370	3,563,924	3,696,600	3,584,000	(112,800)	-3%
Charges for Services	1,690,521	1,819,564	1,960,061	1,856,500	1,902,000	45,500	2%
Fines	6,304,638	5,152,173	4,228,269	5,634,328	4,958,643	(675,685)	-12%
Intergovernmental Revenues	115,184	118,266	119,999	120,000	120,000	-	0%
Miscellaneous Revenues	2,527,995	5,758,578	2,071,522	2,835,640	2,677,270	(158,370)	-6%
Other Financing Sources	506,603	-	7,242	30,511,000	30,507,500	(3,500)	0%
<b>TOTAL REVENUES</b>	<b>56,139,304</b>	<b>57,268,276</b>	<b>55,060,184</b>	<b>86,174,030</b>	<b>87,336,215</b>	<b>1,162,185</b>	<b>1%</b>
<b>Expenditures</b>							
Mayor	\$ 154,589	\$ 153,122	\$ 160,463	\$ 154,979	\$ 160,427	\$ 5,448	4%
City Administrator	454,423	456,557	472,159	470,882	550,959	80,077	17%
Clerk	222,274	261,739	260,186	261,007	186,874	(74,133)	-28%
Treasurer	36,383	46,136	51,268	53,170	53,879	709	1%
Council	208,377	232,447	272,924	249,604	286,643	37,039	15%
Legal	840,366	1,016,730	1,054,982	832,997	988,345	155,348	19%
Finance	1,668,241	1,554,902	1,559,251	1,498,480	1,549,797	51,317	3%
Information Technology	1,190,585	1,246,859	1,261,442	1,284,986	1,326,638	41,652	3%
Statutory	127,013	118,590	116,122	106,090	113,494	7,404	7%
Fire	13,370,387	12,974,342	12,993,589	28,194,522	28,137,165	(57,357)	0%
Police	25,374,222	24,287,780	25,072,286	40,329,292	40,498,728	169,436	0%
Fire and Police Commission	65,190	46,528	56,589	91,799	70,368	(21,431)	-23%
Building / Neighborhood Affairs	1,693,527	1,801,435	1,755,880	1,800,442	1,803,500	3,058	0%
Public Works	4,394,623	7,331,454	4,010,256	4,644,521	4,382,859	(261,662)	-6%
Zoning	15,546	9,532	9,414	15,847	15,847	-	0%
Committee and Planning	212,675	210,811	216,863	226,000	215,000	(11,000)	-5%
Recreation	1,631,041	1,633,247	1,547,190	1,622,936	1,603,409	(19,527)	-1%
Community Relations	5,383	5,383	5,383	6,808	6,783	(25)	0%
Senior Services	404,991	402,630	449,418	393,327	483,995	90,668	23%
Bond Issuance	-	-	-	500,000	500,000	-	0%
Transfer to other funds	4,694,092	3,371,116	4,400,000	4,244,103	4,400,000	155,897	4%
Transfer to Escrow Account	5,977,839	-	-	-	-	-	-
<b>Total General Fund Expenditures</b>	<b>62,741,767</b>	<b>57,161,340</b>	<b>55,725,665</b>	<b>86,981,792</b>	<b>87,334,710</b>	<b>352,918</b>	<b>0%</b>
Revenues less Expenditures	(6,602,463)	106,936	(665,481)	(807,762)	1,505	809,267	
Fund Balance Beginning (As Restated)	19,516,880	12,914,417	13,021,353	13,021,353	12,355,872		
Projected Ending Fund Balance	\$ 12,914,417	\$ 13,021,353	\$ 12,355,872	\$ 12,213,591	\$ 12,357,377		

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Revenue Streams**

The City relies on a variety of revenue streams to fund services. Many of these revenues are subject to economic fluctuations.

**Property taxes –**

Property taxes are levied upon all City property owners at a calculated rate per \$1,000 of assessed property valuation on both real and personal property. The tax levy is established by the City by December 31 each year to be collected the year after. Property taxes are collected by the County in two installments, the first in March and the second as early as August and as late as November. The second installment bills are based on the previous December's levy. However the first installment collection is based on the levy from two years before. The chart below summarizes the General Fund's reliance on property taxes. Please note that in 2019 the City plans to issue \$30 million of bonds for pension funding. This issuance causes the total budgeted 2019 revenue to be significantly higher than 2018 and 2017.

Summary of General Fund Property Taxes			
Revenue Year	2017	Projected 2018	Budgeted 2019
Levy Year	2016	2017	2018
Property Taxes	\$ 21,326,025	\$ 21,915,462	\$ 21,960,811
Total Revenues	57,268,276	55,060,184	87,336,215
% of total	37%	40%	25%

The General Fund receives only a portion of the total property taxes levied in the City. The chart on the following page shows the components of the total tax levy for the last two years. All information was taken from the levy ordinances net of abatements.

**City of Berwyn  
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**Revenue Streams**

Revenue Year Levy Year	Composition of Property Taxes	
	2018	2019
	2017	2018
Corporate	\$ 19,195,765	\$ 19,195,765
Fire Pension	1,256,415	1,255,220
Police Pension	1,463,282	1,509,826
Total General Fund	21,915,462	21,960,811
Library	3,392,808	3,392,808
Bond and Interest	6,603,160	7,103,161
Total Levy	<u>\$ 31,911,430</u>	<u>\$ 32,456,780</u>

The City also receives revenue from other types of taxes. The amounts of these taxes and the process by which they are accrued and received by the City are described below.

**State Income Taxes –**

Income tax is a state shared tax that is distributed on a per capita basis and is based on the average income statewide. This revenue account fluctuates annually depending on economic conditions.

**1% State Sales and Home Rule Sales Taxes –**

The City receives two types of sales taxes, one from the state and another from a sales tax imposed through the City's home-rule status. The state sales tax is 1% and the home rule sales tax is 1.75%.

**Municipal Utility Taxes –**

Electric, telephone and natural gas taxes are all classified as utility taxes. These taxes are billed on utility bills as a percentage of the total bill. Local utilities then remit these amounts to the City.

**Real Estate Transfer –**

Real Estate Transfer fees are accrued based on the sale price of property and remitted to the City. This tax is currently levied at 1% of sale price.

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

**Revenue Streams**

**All Other Taxes –**

This revenue type encompasses taxes on liquor sales, gasoline sales, parking lot taxes, video taxes, and miscellaneous taxes.

The following chart summarizes tax revenue for 2017 through 2019. Amounts for 2017 are actual, 2018 amounts are a projection based on actual receipts during the year. The 2019 budget is based on 2018 projections, past years' trends and information provided by the Illinois Municipal League.

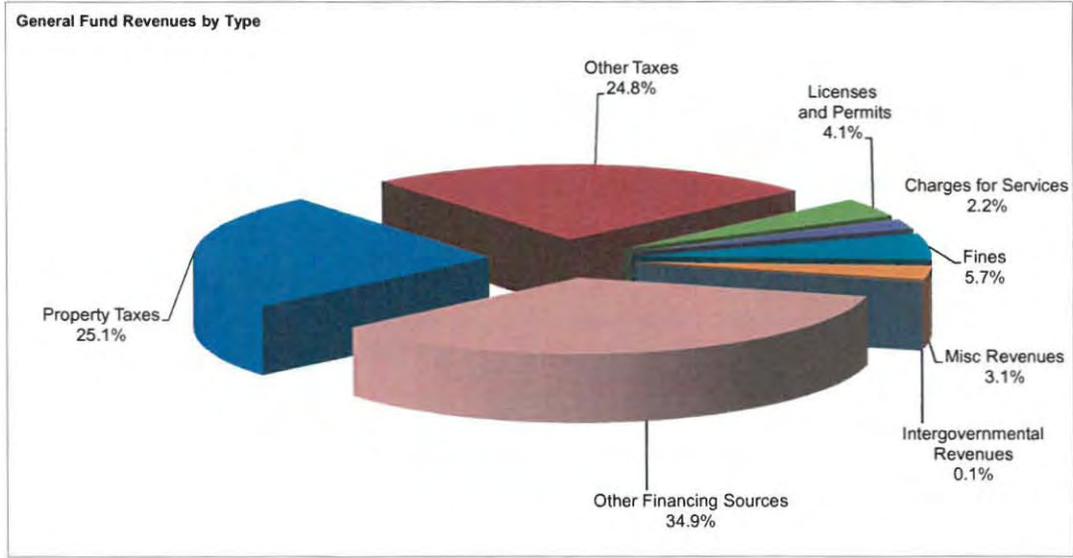
<b>Summary of Other Tax Revenue</b>			
<b>Revenue Year</b>	<b>2017</b>	<b>Projected 2018</b>	<b>Budgeted 2019</b>
State Income	6,612,784	7,065,428	7,265,816
1% State Sales	3,852,290	4,098,035	4,052,095
Home Rule Sales	2,683,029	2,765,483	3,953,130
Municipal Utility	2,994,314	3,002,780	2,975,000
Real Estate Transfer	1,890,665	2,280,564	2,000,000
All other	1,388,218	1,381,414	1,379,950
<b>Total Other Taxes</b>	<b>\$ 19,421,300</b>	<b>\$ 20,593,704</b>	<b>\$ 21,625,991</b>
<b>Total General Fund Revenues</b>	<b>\$ 57,268,276</b>	<b>\$ 55,060,184</b>	<b>\$ 87,336,215</b>
<b>Other taxes as a % of Total Revenues</b>	<b>34%</b>	<b>37%</b>	<b>25%</b>

The table above shows that income tax revenue has risen significantly since 2017, and this trend is expected to continue in 2019. Also, state sales tax is projected to experience a modest increase in 2018. The City has elected to increase the home rule sales tax to 1.75%, effective July 1<sup>st</sup>, 2019. As a result, the revenue for home rule sales tax is expected to reach \$3.9 million in 2019. Real estate transfer and other taxes are projected to remain similar to 2018 as a result of a stable economic outlook for 2019.

The following pages show the details of the 2019 budgeted revenue lines in the General Fund.

**City of Berwyn  
Summary of General Fund Revenues  
2019 Budget**

Revenue	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change	
						Amount	Percent
Property Taxes	\$ 21,732,115	\$ 21,326,025	\$ 21,915,462	\$ 21,915,462	\$21,960,811	\$ 45,349	0%
Other Taxes	19,637,236	19,421,300	20,593,704	19,604,500	21,625,991	2,021,491	10%
Licenses and Permits	3,625,012	3,672,370	3,563,924	3,696,600	3,584,000	(112,600)	-3%
Charges for Services	1,690,521	1,819,564	1,960,061	1,856,500	1,902,000	45,500	2%
Fines	6,304,638	5,152,173	4,228,269	5,634,328	4,958,643	(675,685)	-12%
Miscellaneous Revenues	2,527,995	5,758,578	2,671,522	2,835,640	2,677,270	(158,370)	-6%
Intergovernmental Revenues	115,184	118,266	119,999	120,000	120,000	-	0%
Other Financing Sources	506,603	-	7,242	30,511,000	30,507,500	(3,500)	0%
<b>Total General Fund Revenues</b>	<b>\$ 56,139,304</b>	<b>\$ 57,268,276</b>	<b>\$ 55,060,184</b>	<b>\$ 86,174,030</b>	<b>\$87,336,215</b>	<b>\$ 1,162,185</b>	<b>1%</b>



City of Berwyn  
General Fund Revenues  
2019 Budget

Account Number	Revenue	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Percent
<b>Taxes</b>								
100-4000	Taxes - Property Corporate	\$ 18,606,380	\$ 18,899,455	\$ 19,195,765	\$ 19,195,765	\$ 19,195,765	\$ -	0%
100-4005	Taxes - Personal Prp Replacement	224,044	248,383	212,872	230,000	213,000	(17,000)	-7%
100-4010	Taxes - State Income	6,819,192	6,612,784	7,065,428	6,565,000	7,265,816	700,816	11%
100-4015	Taxes - 1% State Sales	3,802,911	3,852,290	4,098,035	3,948,000	4,052,095	104,095	3%
100-4020	Taxes - Home Rule Sales	2,761,930	2,683,029	2,765,483	2,739,000	3,953,130	1,214,130	44%
100-4025	Taxes - Municipal Utility	3,090,740	2,994,314	3,002,780	3,044,000	2,975,000	(69,000)	-2%
100-4030	Taxes - Liquor	189,612	174,507	156,326	181,000	155,000	(26,000)	-14%
100-4035	Taxes - Real Estate Transfer	1,905,205	1,890,665	2,280,564	1,898,000	2,000,000	102,000	5%
100-4040	Taxes - Gasoline	333,273	366,625	366,367	365,000	366,000	1,000	0%
100-4045	Taxes - Parking Lot	1,420	1,280	1,200	1,500	1,200	(300)	-20%
100-4050	Taxes - Video	9,055	5,594	2,123	6,000	2,100	(3,900)	-65%
100-4051	Taxes - Video Gaming	497,269	588,858	639,870	624,000	640,000	16,000	3%
100-4060	Taxes - Miscellaneous	2,585	2,971	2,657	3,000	2,650	(350)	-12%
100-18-4000	Taxes - Property Fire Pension	1,573,408	1,181,376	1,256,415	1,256,415	1,255,220	(1,195)	0%
100-20-4000	Taxes - Property Police Pension	1,552,327	1,245,194	1,463,282	1,463,282	1,509,826	46,544	3%
	<b>Total Taxes</b>	<b>41,369,351</b>	<b>40,747,325</b>	<b>42,509,166</b>	<b>41,519,962</b>	<b>43,586,802</b>	<b>2,066,840</b>	<b>5%</b>
<b>Licenses &amp; Permits</b>								
100-4100	Vehicle Licenses - Passenger	1,255,705	1,303,102	1,278,583	1,315,000	1,300,000	(15,000)	-1%
100-4105	Vehicle Licenses - RV	514	595	373	600	500	(100)	-17%
100-4110	Vehicle Licenses - Truck	148,733	179,454	183,968	170,000	185,000	15,000	9%
100-4115	Vehicle Licenses - other	13,612	15,894	15,044	16,000	16,000	-	0%
100-4120	Permits - Commuter Parking	141,054	115,022	126,554	129,000	126,500	(2,500)	-2%
100-4125	Permits - Municipal Parking	136,164	143,475	139,845	144,000	139,500	(4,500)	-3%
100-4130	Permits - Electric	40,380	73,574	66,356	70,000	65,000	(5,000)	-7%
100-4135	Permits - Building	81,148	175,452	165,643	137,000	165,000	28,000	20%
100-4140	Permits - Local Improvement	795,143	732,326	646,810	769,000	646,000	(123,000)	-16%
100-4145	Licenses - Business	557,595	434,287	551,033	494,000	550,000	56,000	11%
100-4150	Licenses - Liquor	199,738	172,593	198,341	200,000	198,000	(2,000)	-1%
100-4160	Licenses - Pet Tag	12,015	12,628	12,900	13,000	13,000	-	0%
100-4165	Escrow Default & Service Charges	91,677	212,588	99,596	102,000	100,000	(2,000)	-2%
100-4170	Electric Sign Inspection	79,062	37,390	19,280	67,000	19,500	(47,500)	-71%
100-4175	Certificate of Compliance	72,482	64,190	59,600	70,000	60,000	(10,000)	-14%
	<b>Total Licenses &amp; Permits</b>	<b>3,625,012</b>	<b>3,672,370</b>	<b>3,563,924</b>	<b>3,690,600</b>	<b>3,584,000</b>	<b>(112,600)</b>	<b>-3%</b>

City of Berwyn  
General Fund Revenues  
2019 Budget

Account Number	Revenue	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Percent
<b>Charges for Services</b>								
100-4200	Sale of Gas (from COB pumps)	71,267	72,240	85,338	75,000	77,500	2,500	3%
100-4210	Commuter Parking Meters	37,806	35,150	33,565	38,000	33,500	(4,500)	-12%
100-4240	Recycling Rebate	85,724	76,818	60,881	80,000	10,000	(70,000)	-88%
100-4245	Sidewalk Construction	51,165	50,900	43,125	60,000	50,000	(10,000)	-17%
100-18-4215	Paramedic Collections	743,183	847,779	876,170	900,000	875,000	(25,000)	-3%
100-18-4299	Other Fees for Service	6,537	3,972	6,579	6,200	5,000	(1,200)	-19%
100-18-4299-09	Other Fees for Service CPR Training Fees	502	285	540	800	500	(300)	-38%
100-20-4299-11	Other Fees for Service Insurance Reports	16,340	13,090	13,955	12,500	13,000	500	4%
100-20-4299-13	Other Fees for Service False Alarm Activation	75	300	-	-	-	-	-
100-20-4299-17	Other Fees for Service Sex Offender Registration	1,975	1,705	1,210	2,000	1,500	(500)	-25%
100-20-4299-19	Other Fees for Service Fingerprinting	2,580	2,370	2,300	2,000	2,000	-	0%
100-20-4299-21	Other Fees for Service Property Room	(94)	14,650	7,219	7,500	8,000	500	7%
100-20-4299-23	Other Fees for Service Miscellaneous	12,489	3,366	-	2,500	-	(2,500)	-100%
100-24-4285	Plumbing Inspection	137,015	121,470	284,805	130,000	285,000	155,000	119%
100-30-4255-02	Special Event Revenue National Night Out	586	350	638	-	-	-	-
100-32-4225	Recreation Revenues	918	879	1,060	1,000	1,000	-	0%
100-32-4225-01	Recreation Revenues Athletics	80,359	79,017	79,776	80,000	80,000	-	0%
100-32-4225-02	Recreation Revenues Adult Programs	19,287	25,037	20,526	25,000	20,000	(5,000)	-20%
100-32-4225-03	Recreation Revenues Children's Programs	323,157	401,567	371,194	363,000	370,000	7,000	2%
100-32-4225-04	Recreation Revenues Pool	53,112	36,626	37,412	41,000	37,000	(4,000)	-10%
100-32-4225-05	Recreation Revenues Concessions	-	-	586	-	-	-	-
100-32-4255	Special Event Revenue	12,575	-	-	-	-	-	-
100-32-4270	Rental Revenue	610	600	550	-	500	500	-
100-32-4270	Rental Revenue	125	-	-	-	-	-	-
100-46-4255-03	Special Event Revenue Senior Breakfast	2,000	3,720	1,100	2,000	1,000	(1,000)	-50%
100-46-4299	Other Fees for Service	31,228	27,673	31,533	28,000	31,500	3,500	13%
<b>Total Charges for Services</b>		<b>1,690,521</b>	<b>1,819,564</b>	<b>1,960,061</b>	<b>1,856,500</b>	<b>1,902,000</b>	<b>45,500</b>	<b>2%</b>
<b>Fines</b>								
100-20-4310	Fees - Towing	8,080	6,420	9,856	10,000	10,000	-	0%
100-20-4311	Fines - Impound Vehicles	172,600	135,600	108,000	135,000	100,000	(35,000)	-26%
100-20-4315	Fines - Parking Tickets	1,650,757	1,757,772	1,807,498	2,030,772	1,950,000	(80,772)	-4%
100-20-4320	Fines - Cook County Court	75,355	83,005	62,605	78,000	48,500	(29,500)	-38%
100-20-4325	Fines - Local Ordinance	17,385	26,540	20,869	26,500	25,000	(1,500)	-6%
100-20-4330	Fines - Adjudication Court	-	-	160,078	-	-	-	-
100-20-4340	Fines - Compliance Tickets	95,089	62,182	60,305	65,000	62,500	(2,500)	-4%
100-20-4345	Fines - Red Light Photo Enforcement	3,866,208	2,793,313	1,969,328	2,850,000	2,517,643	(332,357)	-12%
100-20-4355-09	Fines - Other Booting	22,800	26,800	24,980	25,000	25,000	-	0%
100-20-4355-11	Fines - Other Cannabis Tickets	7,685	8,230	4,950	7,500	5,000	(2,500)	-33%
100-20-4355-31	Fines - Other Bail Bond Processing Fee	-	-	-	-	-	-	-
100-24-4325	Fines - Local Ordinance	388,969	252,311	-	406,556	215,000	(191,556)	-47%
100-24-4340	Fines - Compliance Tickets	(450)	-	-	-	-	-	-
<b>Total Fines</b>		<b>6,304,636</b>	<b>5,152,173</b>	<b>4,228,289</b>	<b>5,634,328</b>	<b>4,958,643</b>	<b>(675,685)</b>	<b>-12%</b>

**City of Berwyn  
General Fund Revenues  
2019 Budget**

Account Number	Revenue	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Percent
<b>Intergovernmental Revenues</b>								
100-4410	State Allotment - Hwy Maint	115,184	118,266	119,999	120,000	120,000	-	0%
	<b>Total Intergovernmental Revenues</b>	<u>115,184</u>	<u>118,266</u>	<u>119,999</u>	<u>120,000</u>	<u>120,000</u>	<u>-</u>	<u>0%</u>
<b>Other Miscellaneous Revenues</b>								
100-4400	Grant Revenue	-	46,889	-	35,000	-	(35,000)	-100%
100-4690	Interdepartmental Charges	1,138,289	1,204,223	1,250,000	1,250,000	1,250,000	-	0%
100-4800	Interest Income	54,633	71,057	60,922	60,000	60,000	-	0%
100-4805	Franchises	427,760	440,551	415,359	450,000	415,000	(35,000)	-8%
100-4810	Cell Tower Rental	169,778	358,038	222,070	285,000	222,000	(43,000)	-18%
100-4815	Property Rental	6,705	10,447	4,399	8,000	5,000	(3,000)	-38%
100-4835	Miscellaneous Revenue	57,777	93,930	35,138	72,000	35,000	(37,000)	-51%
100-4840	P Card Rebate (American Express Rewards)	75,520	60,634	61,348	58,080	61,500	3,420	6%
100-12-4250	Reimbursements - Finance	444	-	-	-	-	-	-
100-18-4250	Reimbursements - Fire	20,018	21,123	20,006	21,000	20,000	(1,000)	-5%
100-18-4265	Sponsorships	94	81	-	-	-	-	-
100-18-4400	Grant Revenue - Fire	3,482	12,080	8,475	3,500	3,750	250	7%
100-18-4800	Interest Income - Fire	299	139	160	200	200	-	0%
100-20-4250	Reimbursements - Police	34,437	74,931	31,026	53,000	30,000	(23,000)	-43%
100-20-4400	Grant Revenue - Police	146,977	145,958	152,846	158,000	168,120	10,120	6%
100-20-4800	Interest Income - Police	33	127	174	60	200	140	233%
100-20-4850	Contributions - Police	13,007	3,530	4,146	3,300	4,000	700	21%
100-20-59-4250	Reimbursements - Police	70,184	64,361	60,440	65,000	65,000	-	0%
100-24-4250	Reimbursements - Building	310	4,690	-	500	-	(500)	-100%
100-24-4250-01	Reimbursements Buildings	109,887	106,155	95,463	105,000	95,000	(10,000)	-10%
100-24-4250-02	Reimbursements Elevators	9,293	7,850	7,650	9,000	7,500	(1,500)	-17%
100-26-35-4250	Reimbursements - Public Works - Streets	40,478	64,846	133,133	54,000	125,000	71,000	131%
100-26-35-4400	Grant Revenue - Public Works	41,100	2,861,011	(1,233)	55,000	-	(55,000)	-100%
100-30-4400	Grant Revenue - Committee & Planning	17,500	-	-	-	-	-	-
100-32-4400	Grant Revenue - Recreation	-	5,927	-	-	-	-	-
100-46-4400	Grant Revenue - Senior Services	90,000	17,744	110,000	110,000	110,000	-	0%
100-46-4405	Grant Revenue - Senior Services	-	82,256	-	-	-	-	-
	<b>Total Other Miscellaneous Revenues</b>	<u>2,527,995</u>	<u>5,758,578</u>	<u>2,671,522</u>	<u>2,835,640</u>	<u>2,677,270</u>	<u>(158,370)</u>	<u>-6%</u>
<b>Other Financing Sources</b>								
100-4820	Sale of City Property	28,075	-	7,242	11,000	7,500	(3,500)	-32%
100-4905	Capital Lease Proceeds	478,528	-	-	-	-	-	-
100-4915	Debt Proceeds	-	-	-	30,500,000	30,500,000	-	0%
	<b>Total Other Financing Sources</b>	<u>506,603</u>	<u>-</u>	<u>7,242</u>	<u>30,511,000</u>	<u>30,507,500</u>	<u>(3,500)</u>	<u>0%</u>
	<b>Total General Fund Revenues</b>	<u>\$ 56,139,304</u>	<u>\$ 57,268,276</u>	<u>\$ 55,060,184</u>	<u>\$ 86,174,030</u>	<u>\$ 87,336,215</u>	<u>\$ 1,162,185</u>	<u>1%</u>

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

**Significant Expenditures and Expenses**

The City, like many municipalities, is primarily a service provider. As such the largest component of its expenditures and expenses are for salaries, benefits and related payments. The City has six unions, one non-represented class and elected officials as employees.

Summary of Expenditures/Expenses by Type			
Fiscal Year	2017	Projected 2018	Budgeted 2019
Salaries	\$ 28,621,160	\$ 28,554,213	\$ 29,612,153
Benefits	17,156,717	17,539,801	47,939,505
Capital Projects	560,356	303,435	750,000
Debt Service	11,588,184	26,973,800	11,908,403
TIF	1,768,240	2,462,573	2,343,363
Utility	18,626,698	20,028,966	18,017,860
Internal Service	2,268,587	1,677,724	1,541,500
All other	17,320,783	15,584,008	16,989,533
<b>Total Expenditures</b>	<b>\$ 97,910,725</b>	<b>\$ 113,124,520</b>	<b>\$ 129,102,317</b>

Increases in salaries are primarily based upon contractual raises and longevity increases. The budget for benefits increased by nearly \$31 million from the projected 2018 amount, as the City is planning to issue pension bonds during 2019. When the aforementioned pension bonds are issued, the transfer of funds to the Police and Fire Pension funds will be accounted for as a benefit to those employees. The increase in the 2018 Debt Service expenditures is due to a balloon payment required from a \$15 million pension bond issued in 2013. The City utilized its line of credit in order to payoff this maturity and expects to refinance the line of credit balance in 2019 over a 30 year term. The budgeted amount for internal service has decreased by nearly \$137,000 from 2018 as a result of the City utilizing the projected fund balance to absorb any unforeseen general liability and workers comp claims, which can vary greatly from year to year.

Accumulated funds still remain in the Capital Projects Fund from previous bond issuances, and the City expects to use \$750,000 of these funds for capital expenditures during 2019. Utility Fund expenses planned for 2019 include water main replacements, sewer repairs, and residential flood mitigation reimbursements. TIF expenditures are expected to decrease slightly based upon planned TIF activities and costs associated with administering the TIF's. A significant increase in the budget for the "All other" category relates to planned increased expenditures in the CDBG fund.

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Significant Expenditures and Expenses**

As discussed in the Description of City Funds and Accounting Structure section of this report, the City has a number of special revenue funds that are not budgeted. Despite not being budgeted, a fund of note is the Asset Forfeiture Fund.

The Asset Forfeiture Fund is a function of the Police Department and revenues are received from the Federal Government for assets seized that were used to commit Federal crimes. Since such revenue streams are unpredictable, budgeted figures are not determined.

In the analysis above as well as in the following tables, benefits include all non-base salary and fringe benefit costs. This category includes overtime, health and dental insurance, FICA costs, education reimbursements, stipends for education, or clothing allowances as well as the costs for pension payments.

**General Fund Expenditures**

The breakdown of expenditures by category becomes more meaningful when reviewed for just the City's General Fund, as the primary operating fund of the City, there are fewer one-time expenditures which cause fluctuations in trend analysis

<b>Summary of Expenditures/Expenses by Type</b>			
<b>Fiscal Year</b>	<b>2017</b>	<b>Projected 2018</b>	<b>Budgeted 2019</b>
Salaries	\$ 25,850,218	\$ 25,707,896	\$ 26,494,360
Benefits	15,254,706	15,622,028	45,928,049
<b>Total Salaries and Benefits</b>	<b>41,104,924</b>	<b>41,329,924</b>	<b>72,422,409</b>
<b>Total Expenditures</b>	<b>\$ 57,161,340</b>	<b>\$ 55,725,665</b>	<b>\$ 87,334,710</b>
Salaries and Benefits as a % of Total	71.91%	74.17%	82.93%

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Significant Expenditures and Expenses**

**Salaries and Benefits**

The following chart summaries the amount of full-time equivalents as budgeted in 2018 and 2019.

Department	2018	2019
Mayor	1.50	1.50
City Administrator	2.50	3.50
City Clerk	4.00	3.00
Treasurer	1.00	1.00
City Council	8.00	8.00
Legal	2.25	2.25
Finance	10.00	10.00
Human Resources	1.00	1.00
Information Technology	7.00	7.00
Fire	81.00	81.00
Police	196.25	195.00
Fire & Police Commission	4.00	4.00
Building/Neighborhood Affairs	15.50	15.00
Streets	25.50	26.50
Zoning	6.00	6.00
Recreation	99.50	99.50
Senior Citizen's Program	6.00	9.00
Community Relations	1.00	1.00
Library	46.00	42.00
Community Development	4.00	3.00
Utilities	23.50	22.50
Asset Forfeiture	2.00	2.00
<b>Total</b>	<b>547.50</b>	<b>543.75</b>

The above chart recognizes each of the 11 elected officials and officials appointed to commission/board positions as 1 full-time equivalent. Additionally, each of the budgeted employees hired by the recreation department to aid in summer activities are calculated as a 0.25 full-time equivalent.

The following three pages summarize cost information for salaries, benefits and total costs for the last several years.

**City of Berwyn  
Summary of Salary Expenses  
2019 Budget**

Function	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Change Percent
Mayor	\$ 87,948	\$ 79,683	\$ 80,699	\$ 81,202	\$ 81,110	\$ 81,205	\$ 95	0%
Administrator	235,662	239,792	242,127	247,662	246,703	283,095	36,392	15%
Clerk	93,885	95,172	129,413	130,552	130,229	98,549	(31,680)	-24%
Treasurer	10,000	10,000	10,385	10,000	10,000	10,000	-	0%
Council	80,001	80,001	81,924	80,001	80,001	80,000	-	0%
Legal	208,031	212,645	214,864	219,214	219,155	219,120	(35)	0%
Finance	652,535	668,056	616,256	638,358	621,094	668,041	46,947	8%
Human Resources	52,377	55,220	55,908	58,289	57,029	60,500	3,471	6%
Information Technology	373,479	427,612	453,940	519,876	460,444	463,135	2,691	1%
<b>Total General Government</b>	<b>1,793,918</b>	<b>1,868,181</b>	<b>1,885,516</b>	<b>1,985,154</b>	<b>1,905,764</b>	<b>1,963,645</b>	<b>57,881</b>	<b>3%</b>
Fire	\$ 7,084,478	\$ 7,295,223	\$ 7,268,856	\$ 7,185,227	\$ 7,347,727	\$ 7,402,634	\$ 54,907	1%
Police	12,315,304	13,049,026	13,389,048	13,311,769	13,570,125	13,702,036	131,911	1%
Fire and Police Commission	20,000	20,000	20,000	20,000	20,000	20,000	-	0%
<b>Total Public Safety</b>	<b>19,419,782</b>	<b>20,364,249</b>	<b>20,677,904</b>	<b>20,516,996</b>	<b>20,937,852</b>	<b>21,124,670</b>	<b>186,818</b>	<b>1%</b>
Building / Neighborhood Affairs	\$ 535,790	\$ 533,463	\$ 580,687	\$ 608,754	\$ 617,542	\$ 641,098	\$ 23,556	4%
Streets/Fleet	1,401,355	1,459,040	1,628,408	1,562,956	1,691,167	1,656,113	(35,054)	-2%
<b>Total Public Works</b>	<b>1,937,145</b>	<b>1,992,503</b>	<b>2,209,095</b>	<b>2,171,710</b>	<b>2,308,709</b>	<b>2,297,211</b>	<b>(11,498)</b>	<b>0%</b>
Zoning	\$ 6,360	\$ 6,360	\$ 5,653	\$ 8,745	\$ 6,360	\$ 6,360	\$ -	0%
<b>Total Economic Development</b>	<b>6,360</b>	<b>6,360</b>	<b>5,653</b>	<b>8,745</b>	<b>6,360</b>	<b>6,360</b>	<b>-</b>	<b>0%</b>
Recreation	\$ 792,402	\$ 807,022	\$ 883,492	\$ 809,706	\$ 850,000	\$ 850,000	\$ -	0%
Senior Citizen's Program	157,199	178,801	183,558	210,585	176,830	247,474	70,644	40%
Community Relations	2,692	5,000	5,000	5,000	5,000	5,000	-	0%
<b>Total Culture and Recreation</b>	<b>952,293</b>	<b>990,823</b>	<b>1,072,050</b>	<b>1,025,291</b>	<b>1,031,830</b>	<b>1,102,474</b>	<b>70,644</b>	<b>7%</b>
<b>Total General Fund Salaries</b>	<b>\$ 24,109,498</b>	<b>\$ 25,222,116</b>	<b>\$ 25,850,218</b>	<b>\$ 25,707,896</b>	<b>\$ 26,190,515</b>	<b>\$ 26,494,360</b>	<b>\$ 303,845</b>	<b>1%</b>
Berwyn Public Library	\$ 1,566,890	\$ 1,485,203	\$ 1,419,988	\$ 1,441,602	\$ 1,636,754	\$ 1,681,659	44,905	3%
Community Development	179,571	160,065	147,572	156,376	150,590	156,797	6,207	4%
Utilities	963,873	1,223,298	1,203,382	1,248,339	1,264,874	1,279,337	14,463	1%
<b>City-Wide Salaries</b>	<b>\$ 26,819,832</b>	<b>\$ 28,090,682</b>	<b>\$ 28,621,160</b>	<b>\$ 28,554,213</b>	<b>\$ 29,242,733</b>	<b>\$ 29,612,153</b>	<b>\$ 369,420</b>	<b>1%</b>

**City of Berwyn  
Summary of Benefits and Related Payments  
2019 Budget**

Function	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Change Percent
Mayor	\$ 58,927	\$ 59,152	\$ 62,732	\$ 70,593	\$ 59,581	\$ 67,309	\$ 7,728	13%
Administrator	110,438	122,034	127,386	131,669	124,302	172,633	48,331	39%
Clerk	83,983	97,445	108,978	114,061	100,582	64,979	(35,603)	-35%
Treasurer	18,065	10,000	69,557	70,291	78,541	76,924	(1,617)	-2%
Council	99,341	100,210	120,220	154,812	132,380	169,419	37,039	28%
Legal	65,808	70,197	69,557	70,291	78,541	76,924	(1,617)	-2%
Finance	361,103	394,895	30,013	25,717	24,899	26,853	1,954	8%
Human Resources	39,182	34,803	34,803	30,013	37,016	24,899	(12,117)	-33%
Information Technology	196,081	253,221	269,572	276,321	287,177	294,087	6,910	2%
Statutory	(11,646)	(42,930)	64,760	7,332	5,000	7,000	2,000	40%
<b>Total General Government</b>	<b>1,021,282</b>	<b>1,099,027</b>	<b>957,578</b>	<b>951,099</b>	<b>928,019</b>	<b>981,027</b>	<b>53,008</b>	<b>6%</b>
Fire	\$ 19,268,103	\$ 4,587,380	\$ 5,025,880	\$ 4,950,330	\$ 19,986,575	\$ 19,929,661	\$ (56,914)	0%
Police	22,717,420	8,328,923	7,430,468	7,863,345	22,871,506	23,113,085	241,579	1%
Fire and Police Commission	1,530	1,530	3,619	1,508	22,774	1,343	(21,431)	-94%
<b>Total Public Safety</b>	<b>41,987,053</b>	<b>12,917,833</b>	<b>12,459,967</b>	<b>12,815,183</b>	<b>42,880,855</b>	<b>43,044,089</b>	<b>163,234</b>	<b>0%</b>
Building / Neighborhood Affairs	\$ 377,607	\$ 402,091	\$ 457,357	\$ 457,357	\$ 457,694	\$ 504,374	\$ 46,680	10%
Streets/Fleet	1,006,760	998,485	985,519	1,040,109	1,119,624	1,042,166	(77,458)	-7%
<b>Total Public Works</b>	<b>1,384,367</b>	<b>1,400,576</b>	<b>1,442,876</b>	<b>1,497,466</b>	<b>1,577,318</b>	<b>1,546,540</b>	<b>(30,778)</b>	<b>-2%</b>
Zoning	\$ 405	\$ 405	\$ 3,619	\$ 1,508	\$ 22,774	\$ 1,343	\$ (21,431)	-94%
<b>Total Economic Development</b>	<b>405</b>	<b>405</b>	<b>3,619</b>	<b>1,508</b>	<b>22,774</b>	<b>1,343</b>	<b>(21,431)</b>	<b>-94%</b>
Recreation	\$ 252,163	\$ 273,524	\$ 291,811	\$ 270,461	\$ 270,440	\$ 264,413	\$ (6,027)	-2%
Senior Citizen's Program	78,002	98,064	98,472	85,929	83,430	90,254	6,824	8%
Community Relations	267	383	383	383	383	383	-	0%
<b>Total Culture and Recreation</b>	<b>330,432</b>	<b>371,971</b>	<b>390,666</b>	<b>356,772</b>	<b>354,253</b>	<b>355,050</b>	<b>797</b>	<b>0%</b>
<b>Total General Fund Benefits</b>	<b>\$ 44,723,539</b>	<b>\$ 15,789,812</b>	<b>\$ 15,254,706</b>	<b>\$ 15,622,028</b>	<b>\$ 45,763,219</b>	<b>\$ 45,928,049</b>	<b>\$ 164,830</b>	<b>0%</b>
Berwyn Public Library	\$ 799,612	\$ 836,896	\$ 800,500	\$ 820,675	\$ 849,775	\$ 919,601	\$ 69,826	8%
Community Development	116,960	108,964	106,208	106,413	108,460	108,687	227	0%
Utilities	704,885	1,033,720	995,303	990,685	946,200	983,168	36,968	4%
<b>City-Wide Benefits</b>	<b>\$ 46,344,996</b>	<b>\$ 17,769,392</b>	<b>\$ 17,156,717</b>	<b>\$ 17,539,801</b>	<b>\$ 47,667,654</b>	<b>\$ 47,939,505</b>	<b>\$ 271,851</b>	<b>1%</b>

**City of Berwyn  
Summary of Total Expenditures/Expenses  
2019 Budget**

Fund	2016 Actual	2017 Actual	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change Amount	Change Percent
General Fund Expenditures	\$ 62,741,767	\$ 57,161,340	\$ 55,725,665	\$ 86,981,792	\$ 87,334,710	\$ 352,918	0%
Special Revenue Funds							
Berwyn Public Library	3,265,219	2,890,703	3,061,333	3,372,733	3,822,124	449,391	13%
Community Development	2,052,676	1,862,563	1,319,770	1,144,283	1,552,893	408,610	36%
Foreign Fire	27,751	61,570	43,391	44,000	57,000	13,000	30%
Motor Fuel Tax	1,203,076	1,418,739	1,236,152	1,516,487	1,694,734	178,247	12%
Tax Incremental Financing Districts							
S. Berwyn TIF	699,805	789,649	733,748	710,656	774,155	63,499	9%
Harlem TIF	923,699	513,585	763,462	748,091	1,137,479	389,388	52%
Roosevelt TIF	370,353	465,006	965,363	594,705	431,729	(162,976)	-27%
Total TIF's	1,993,857	1,768,240	2,462,573	2,053,452	2,343,363	289,911	14%
Capital Projects	-	560,356	303,435	852,050	750,000	(102,050)	-12%
Debt Service	33,241,272	11,588,184	26,973,800	26,884,843	11,908,403	(14,976,440)	-56%
Utilities	20,354,019	18,626,698	20,028,966	17,429,052	18,017,860	588,808	3%
Parking Garage	299,391	273,938	291,711	82,230	79,730	(2,500)	-3%
Internal Service	2,268,587	1,698,394	1,677,724	1,762,110	1,541,500	(220,610)	-13%
<b>City-Wide Costs</b>	<b>\$ 127,447,615</b>	<b>\$ 97,910,725</b>	<b>\$ 113,124,520</b>	<b>\$ 142,123,032</b>	<b>\$ 129,102,317</b>	<b>\$ (13,020,715)</b>	<b>-9%</b>

**City of Berwyn  
Summary of General Fund Expenditures  
2019 Budget**

Dept #	Expenditures	2016	2017	2018	2018	2019	Requested Budget Change	
		Balance	Balance	Projected	Budget	Budget	Amount	Percent
<b>General Government</b>								
02	Mayor	\$ 154,589	\$ 153,122	\$ 160,463	\$ 154,979	\$ 160,427	\$ 5,448	4%
03	City Administrator	454,423	456,557	472,159	470,882	550,959	80,077	17%
04	Clerk	222,274	261,739	260,186	261,007	186,874	(74,133)	-28%
06	Treasurer	36,383	46,136	51,268	53,170	53,879	709	1%
08	Council	208,377	232,447	272,924	249,604	286,643	37,039	15%
10	Legal	840,366	1,016,730	1,054,982	832,997	988,345	155,348	19%
12	Finance	1,668,241	1,554,902	1,559,251	1,498,480	1,549,797	51,317	3%
16	Information Technology	1,190,585	1,246,859	1,261,442	1,284,986	1,326,638	41,652	3%
17	Statutory	127,013	118,590	116,122	106,090	113,494	7,404	7%
<b>Public Safety</b>								
18	Fire	13,370,387	12,974,342	12,993,589	28,194,522	28,137,165	(57,357)	0%
20	Police	25,374,222	24,287,780	25,072,286	40,329,292	40,498,728	169,436	0%
22	Fire and Police Commission	65,190	46,528	56,589	91,799	70,368	(21,431)	-23%
<b>Public Works</b>								
24	Building / Neighborhood Affairs	1,693,527	1,801,435	1,755,880	1,800,442	1,803,500	3,058	0%
26	Public Works	4,394,623	7,331,454	4,010,256	4,644,521	4,382,859	(261,662)	-6%
<b>Economic Development</b>								
28	Zoning	15,546	9,532	9,414	15,847	15,847	-	0%
30	Committee and Planning	212,675	210,811	216,863	226,000	215,000	(11,000)	-5%
<b>Culture and Recreation</b>								
32	Recreation	1,631,041	1,633,247	1,547,190	1,622,936	1,603,409	(19,527)	-1%
34	Community Relations	5,383	5,383	5,383	6,808	6,783	(25)	0%
46	Senior Services	404,991	402,630	449,418	393,327	483,995	90,668	23%
<b>Other Financing Uses/Other Dept's</b>								
-	Bond Issuance	-	-	-	500,000	500,000	-	0%
-	Transfer to other funds	10,671,931	3,371,116	4,400,000	4,244,103	4,400,000	155,897	4%
<b>Total General Fund Expenditures</b>		<b>\$ 62,741,767</b>	<b>\$ 57,161,340</b>	<b>\$ 55,725,665</b>	<b>\$ 86,981,792</b>	<b>\$ 87,334,710</b>	<b>\$ 352,918</b>	<b>0%</b>

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Office of the Mayor**

**PROGRAM MANAGER:** Mayor

**PROGRAM DESCRIPTION:**

The Mayor is the Chief Executive Officer of the City who is responsible for providing leadership and ensuring all City ordinances, polices and state laws are observed, enforced and current. The Mayor is responsible for appointing all Department Heads as well as positions to Boards, Commissions and Committees as designated by ordinance. The Mayor presides at the City Council meetings voting only in case of a tie with the power to veto. The Mayor is elected at large to a four-year term of office.

The Mayor is responsible for the operation of the City supported by department heads that report directly to the Mayor. Policy implementation and direction of all department heads is the responsibility of the Mayor. The Mayor prepares the executive budget with the Finance Director and key staff for submittal to the City Council and the Budget Committee.

The Mayor or his designee represents the City at all gatherings where City representation is required. The Mayor also represents the City in Springfield regarding state grants and state policies that may affect the City and is considered the contact for all other elected officers of the Federal, State, County and other local governments including school and park districts. The Mayor represents and advocates on the City's behalf to all organizations and persons that consider issues and policies that would affect the future well-being of the City. The Mayor is responsible for the development of initiatives and policies at the direction of the City Council for the benefit of the City of Berwyn.

**SERVICES:**

- ✚ Represent all residents of the City of Berwyn.
- ✚ Implement a strategic plan for the City of Berwyn.
- ✚ Communicate with the City Council. In collaboration with the City Clerk, the Mayor's office should assure that the agendas for the City Council meetings allow for an efficient progress on the issues important to the City. The Mayor's office should address Aldermanic concerns.

**City of Berwyn  
2019  
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For the Fiscal Year Beginning January 1, 2019

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**Office of the Mayor**

- ✚ Communicate with other governmental bodies and agencies. The Mayor's office should communicate with Federal, State, County and other municipalities, school districts, park districts and other agencies, as well as opportunities for the mutual benefit and cooperation of all concerned.
- ✚ Provide timely emergency notification to elected officials regarding events that may affect City residents.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Mayor  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-02-5000	Mayor - Salaries	\$ 79,683	\$ 80,699	\$ 81,202	\$ 81,110	\$ 81,205	\$ 95
100-02-5030	Mayor - Unused Buyback	-	-	2,192	-	-	-
100-02-5035	Mayor - Benefits	59,152	62,732	68,401	59,581	67,309	7,728
100-02-5200	Mayor - Administrative Expenses	5,293	4,584	3,998	7,500	7,500	-
100-02-5220	Mayor - Training, Dues & Publications	650	10	-	-	-	-
100-02-5225	Mayor - Supplies	2,310	2,946	1,000	1,875	1,000	(875)
100-02-5235	Mayor - Postage & Printing	3	522	411	845	845	-
100-02-5290	Mayor - Other General Expenses	3,524	749	1,000	2,500	1,000	(1,500)
100-02-5625	Mayor - Copier Maintenance	688	693	868	919	919	-
100-02-5625	Mayor - Internal Service Fund	3,286	187	1,391	649	649	-
<b>Department Total</b>		<b>\$ 154,589</b>	<b>\$ 153,122</b>	<b>\$ 160,463</b>	<b>\$ 154,979</b>	<b>\$ 160,427</b>	<b>\$ 5,448</b>

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Office of the City Administrator**

**PROGRAM MANAGER:** City Administrator

**PROGRAM DESCRIPTION:** The City Administrator, under the direction of the Mayor, shall be the chief administrator of the City, and shall be responsible to the Mayor for the administration of the affairs of the City and policies adopted by City Council.

The City Administrator may recommend appointments of such assistants, department heads, and employees as are necessary, with such recommendations to be made to the Mayor pursuant to the annual appointment of officers.

The City Administrator shall have the following powers and duties:

1. Assist with agenda items for meetings of the City Council and other official City Boards and Commissions as directed by the Mayor.
2. Recommend to the City Council such measures as, in his or her judgment, he or she deems to be in the best interest of the City.
3. Recommend to the Mayor the discipline, suspension or termination of any and all City employees, except the City Attorney and when otherwise provided by law, and to the extent permitted by law and subject to the City Administrator's discretion and supervision, to delegate to any employee any of these powers with respect to any subordinates of that employee. Pursuant to due process, the Mayor shall retain the final authority regarding the appeal by any employee of all discipline, suspension, or termination actions.
4. Propose to the Mayor and City Council such personnel rules and regulations as the City Administrator deems necessary to manage the personnel of the City.
5. Direct and supervise the activities of all departments (except legal), offices, and agencies of the City, except as otherwise provided by law, and to administer the affairs of the City.
6. Recommend to the City Council the creating, consolidating, and combining of offices, positions, departments or units of the administrative and executive departments of the City.
7. Investigate complaints in relation to matters concerning the administration of the City.
8. Assist the Mayor and Finance Director with the preparation and submittal of a recommended annual budget for City operations to include capital programs and administer the approved budget after adoption.

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Office of the City Administrator**

9. Report to the Mayor regarding the administrative activities of the City on a regular basis.
10. Represent the City in its dealings with other governmental agencies and officials, businesses, not-for-profit organizations, residents, and the general public as necessary.
11. Evaluate City projects, programs, agreements and services and make recommendations on modifications and improvements thereto.
12. Perform such other duties as may be required by the Mayor consistent with state statutes and the ordinances of the City.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 City Administration  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-03-5000	City Admin - Salaries	\$ 239,792	\$ 242,127	\$ 247,662	\$ 246,703	\$ 283,095	\$ 36,392
100-03-5030	City Admin - Sick Day Buy Back	11,094	10,208	12,604	10,412	11,379	967
100-03-5035	City Admin - Benefits	110,940	117,178	119,065	113,890	161,254	47,364
100-03-5220	City Admin - Training	11,215	15,739	17,234	24,825	20,000	(4,825)
100-03-5225	City Admin - Supplies	1,362	1,109	926	1,600	1,600	-
100-03-5235	City Admin - Postage & Printing	1,250	522	411	805	805	-
100-03-5290	City Admin - Other General Expenses	10,868	12,220	9,191	9,500	9,500	-
100-03-5300	City Admin - Professional Services	58,218	55,000	60,000	60,000	60,000	-
100-03-5400	City Admin - Repairs & Maintenance	165	1,210	54	500	500	-
100-03-5405	City Admin - Copier Maintenance	688	693	868	740	919	179
100-03-5625	City Admin - Internal Service Fund	8,831	551	4,146	1,907	1,907	-
Department Total		<u>\$ 454,423</u>	<u>\$ 456,557</u>	<u>\$ 472,159</u>	<u>\$ 470,882</u>	<u>\$ 550,959</u>	<u>\$ 80,077</u>

**City of Berwyn  
2019  
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For the Fiscal Year Beginning January 1, 2019

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**Clerk**

**PROGRAM MANAGER:** City Clerk

**PROGRAM DESCRIPTION:**

The City Clerk's office is a statutory office. The City Clerk holds an elected position and is the "Keeper of the Records," the Official Seal of the City and archivist for the City. The Clerk's office is dedicated to meet the requirements and deadlines prescribe by City, State, and Federal law to ensure proper function of government; to keep the official records of the City Council, such as proceedings, resolutions, ordinances, contracts, agreements and all other communications of the City Council. Responsibilities include: records management, local election administration, legal notification to the public, prepares City Council agendas, preparation and retention of official minutes of the City Council meetings. Clerk's office also provides administrative support to the City Council and its Aldermen, Aldermanic Committees, and the Zoning Board of Appeals. Clerk's office also administers all requests under the Freedom of Information Act (FOIA), maintains and codifies all local ordinances.

**SERVICES:**

- ✚ Attend and prepare agendas, minutes, maintain records, referrals and correspondence for City Council meetings
- ✚ Prepare and post all meeting notices for council and committees
- ✚ Ensures publication of all notices and Treasurers Report as prescribe by Law
- ✚ Receives and maintains all sealed bids
- ✚ Maintain and codify all local ordinances, resolutions
- ✚ Attest, seal and certify documents for the city
- ✚ Administer and respond to all requests for public documents, records, (FOIA) requests
- ✚ Administer and maintains oaths of office
- ✚ Notary public, voter registration, assists County Clerk with elections

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Clerk**

-  Oversee City records management, retention and destruction, and the City switchboard
-  Provide block party, block garage sales applications and coordinate for council approval
-  Files required documents with the State and County

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Clerk  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-04-5000	Clerk - Salaries	\$ 95,172	\$ 129,413	\$ 130,552	\$ 130,229	\$ 98,549	\$ (31,680)
100-04-5020	Clerk - Education Stipend	5,000	2,115	2,400	-	-	-
100-04-5020	Clerk - Other Stipend	1,200	2,400	-	2,400	1,000	(1,400)
100-04-5030	Clerk - Sick Day Buy Back	-	1,273	5,748	2,517	-	(2,517)
100-04-5035	Clerk - Benefits	91,245	103,190	105,913	95,665	63,979	(31,686)
100-04-5040	Clerk - Tuition Reimbursement	1,505	-	-	-	-	-
100-04-5200	Clerk - Administrative Expenses	3,018	1,563	918	4,500	4,500	-
100-04-5220	Clerk - Training, Dues & Publications	4,278	2,501	727	4,600	2,500	(2,100)
100-04-5225	Clerk - Supplies	1,639	2,438	1,074	2,000	1,500	(500)
100-04-5235	Clerk - Postage & Printing	732	567	531	1,000	750	(250)
100-04-5290	Clerk - Other General Expenses	5,853	541	171	2,500	2,000	(500)
100-04-5405	Clerk - Copier Maintenance	3,263	3,948	4,362	4,500	4,500	-
100-04-5610	Clerk - Codification	4,224	11,162	2,930	7,500	4,000	(3,500)
100-04-5615	Clerk - Record Retention	1,025	358	2,483	2,500	2,500	-
100-04-5625	Clerk - Internal Service Fund	4,120	270	2,377	1,096	1,096	-
Department Total		<u>\$ 222,274</u>	<u>\$ 261,739</u>	<u>\$ 260,186</u>	<u>\$ 261,007</u>	<u>\$ 186,874</u>	<u>\$ (74,133)</u>

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**Office of the City Treasurer**

**PROGRAM MANAGER:** City Treasurer

**PROGRAM DESCRIPTION:**

The City's Treasurer is elected by City voters and is directly responsible to the people. The Treasurer serves a four year term, concurrent with the Mayor and Aldermen, and also attends Council meetings.

The Treasurer is also responsible for preparation and publication of the City's treasurer's report. This report is compiled in accordance with state statutes and is required to be filed by June 30 of the following year.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Treasurer  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-06-5000	Treasurer - Salaries	\$ 10,000	\$ 10,385	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
100-06-5035	Treasurer - Benefits	22,762	31,707	37,349	37,467	38,176	709
100-06-5225	Treasurer - Supplies	-	-	-	250	250	-
100-06-5235	Treasurer - Postage & Printing	2,980	4,000	3,500	5,000	5,000	-
100-06-5290	Treasurer - Other General Expenses	-	-	-	250	250	-
100-06-5625	Treasurer - Internal Service Fund	641	44	419	203	203	-
<b>Department Total</b>		<b>\$ 36,383</b>	<b>\$ 46,136</b>	<b>\$ 51,268</b>	<b>\$ 53,170</b>	<b>\$ 53,879</b>	<b>\$ 709</b>

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**City Council**

**PROGRAM DESCRIPTION:**

The City Council is the legislative branch of the City government. The City Council meetings and Committee of the Whole meetings are the forums for review and debate of ordinances, resolutions, directives and policies proposed by standing committees, department heads, boards and commissions. The City Council determines the use of tax dollars and other funding sources to meet the needs of the City; holds public hearings to provide citizen input; participates in conferences, forums and meetings of legislative groups and associations; and keeps their constituents informed on City issues through ward meetings, newsletters and/or public forums.

The City Council operates on a committee structure with the following committees: Building, Zoning & Planning Committee, Recreation Committee, Budget Committee, Administration Committee, Parking & Traffic Committee, Public Works & Recycling Committee, Business, License & Taxation Committee, Fire & Police Committee and a liaison to the Library Board.

In addition to the City Council committees, there are a number of boards and commissions that provide policy input to the City Council and are comprised of volunteer, citizen members. These boards include the Library Board, Fire and Police Commission, Community Relations Commission, 911 Board, Fire and Police Pension Board and Zoning Board of Appeals.

**SERVICES:**

- ✚ Represent all residents of Berwyn as well as their respective wards.
- ✚ Assist constituents with issues and requests relating to City departments and services.
- ✚ Establish the City budget and determine tax levy.
- ✚ Set Citywide short term and long term goals and policies.
- ✚ Provide advice and consent to Mayor for appointments to committees, boards, commissions and department heads.
- ✚ Research in committee and approve ordinances, polices and directives that will enhance the quality of life and improve the City of Berwyn.

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**City Council**

- ✚ Approve contracts and major expenses through bidding process.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Council  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-08-5000	Council - Salaries	\$ 80,001	\$ 81,924	\$ 80,001	\$ 80,000	\$ 80,000	\$ -
100-08-5035	Council - Benefits	100,210	120,220	154,812	132,380	169,419	37,039
100-08-5200-01	Council - Ward 1	4,500	4,499	4,500	4,500	4,500	-
100-08-5200-02	Council - Ward 2	1,050	4,500	4,500	4,500	4,500	-
100-08-5200-03	Council - Ward 3	800	4,181	4,500	4,500	4,500	-
100-08-5200-04	Council - Ward 4	3,440	2,066	4,500	4,500	4,500	-
100-08-5200-05	Council - Ward 5	4,315	4,285	4,500	4,500	4,500	-
100-08-5200-06	Council - Ward 6	4,270	4,500	4,500	4,500	4,500	-
100-08-5200-07	Council - Ward 7	1,315	2,218	4,500	4,500	4,500	-
100-08-5200-08	Council - Ward 8	4,212	3,736	4,500	4,500	4,500	-
100-08-5290	Council - Other General Expenses	-	65	-	250	250	-
100-08-5625	Council - Internal Service Fund	4,264	253	2,111	974	974	-
<b>Department Total</b>		<b>\$ 208,377</b>	<b>\$ 232,447</b>	<b>\$ 272,924</b>	<b>\$ 249,604</b>	<b>\$ 286,643</b>	<b>\$ 37,039</b>

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**Legal Department**

**PROGRAM MANAGER:** City Attorney

**PROGRAM DESCRIPTION:**

The Law Department is an executive level department headed by an Illinois licensed attorney appointed by the Mayor and charged with the coordination of the legal business of the City, including all litigation and actions filed on behalf of or against the City. The Legal Department also supervises the drafting of all ordinances, resolutions, deeds, leases, contracts, and other documents required by the City, or when requested to do so by the Mayor or Council. The City Attorney is authorized by ordinance to render opinions as required by the Mayor and Council, perform such other duties as may be assigned by the Mayor or the Council, and supervise the duties of the City's appointed prosecutors, litigation and corporate council.

**SERVICES:**

- ✚ Acts as legal counsel and parliamentarian at meetings of the City Council.
- ✚ Drafts and/or reviews local ordinances and resolutions.
- ✚ Researches and writes legal opinions and memoranda for the Mayor and City Council.
- ✚ Monitors all civil claims, litigation matters, regulatory actions and legal expenditures.
- ✚ Oversees the prosecution of ordinance violations and the administration of the City's adjudication program.
- ✚ Negotiates, drafts, and/or reviews City contracts, leases, and indemnification agreements.
- ✚ Reviews and monitors real estate activity, including issuance of transfer stamps, tax exemption filings, property tax appeals, and the sale, lease or purchase of public property.
- ✚ Insures compliance with federal and state regulations.
- ✚ Provides assistance to other departments as requested.

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**Legal Department**

- ✚ Coordinates the review of Freedom of Information requests with the Clerk's office.
- ✚ Reviews and recommends changes to departmental policies and procedures.
- ✚ Reviews all real estate foreclosure transfer fees and lien collections.
- ✚ Currently the attorney for both the Police and Fire Commission along with the Ethics Commission.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Legal  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-10-5000	Legal - Salaries	\$ 212,645	\$ 214,864	\$ 219,214	\$ 219,155	\$ 219,120	\$ (35)
100-10-5030	Legal - Sick Day Buy Back	478	1,338	1,365	6,692	7,025	333
100-10-5035	Legal - Benefits	69,719	68,219	68,926	71,849	69,899	(1,950)
100-10-5110	Legal - Adjudication Program	22,155	35,605	27,105	35,000	35,000	-
100-10-5225	Legal - Supplies	459	1,024	34	1,000	1,000	-
100-10-5235	Legal - Postage & Printing	135	6	0	500	500	-
100-10-5290	Legal - Other General Expenses	72	327	-	500	500	-
100-10-5300	Legal - Professional Service	518,476	694,328	729,104	493,000	650,000	157,000
100-10-5405	Legal - Copier Maintenance	-	-	-	919	919	-
100-10-5625	Legal - Internal Service Fund	16,227	1,019	9,233	4,382	4,382	-
<b>Department Total</b>		<b>\$ 840,366</b>	<b>\$ 1,016,730</b>	<b>\$ 1,054,982</b>	<b>\$ 832,997</b>	<b>\$ 988,345</b>	<b>\$ 155,348</b>

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**Finance Department**

**PROGRAM MANAGER:** Finance Director

**PROGRAM DESCRIPTION:**

The Finance Department is responsible for the accounting and financial reporting of all City operations and is entrusted with collecting, depositing, and investing all City funds. This area includes: maintaining all financial records for the City; accounts payable; investment and cash management; coordinating the annual operating and capital budget process for all City operations; and the administration of the City's payroll processes.

The City is audited annually by an external independent accounting firm. The auditors check the City's compliance with accounting standards and reporting along with local, state and federal regulations. Internal controls are reviewed to assure the safeguard of assets and to prevent irregularities. The Finance Department works throughout the year to ensure that the City is in compliance with financial and reporting regulations and ensuring internal controls are maintained.

The Finance Department also encompasses the Collector's Office, which oversees the collection of cash receipts. The goals of the Collector's Office are to continue to provide prompt, efficient and friendly service to all people who come in contact with the office; to provide services in an accurate and professional manner; to provide the Finance Department with information in a timely and accurate manner; to provide quality service to all; to strive for self-improvement in all areas of responsibility. The Collector's Office is also responsible for the issuance of business & contractors licenses, as well as, maintaining and updating all of the files for the permits and fees listed above.

The Benefits Coordinator is responsible for administering the benefit plans for City employees and all related reporting issues.

**SERVICES:**

-  Disbursement of funds to vendors
-  Monitor the City's purchasing policies
-  Processing of payroll checks to all employees

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**Finance Department**

- ✚ Verification of employee time in accordance with the City's employee handbook and applicable union contracts.
- ✚ Payment of payroll taxes and preparation of related reports
- ✚ Preparation of financial information to department heads and elected officials.
- ✚ Coordination of the City's budget for submission to City Council
- ✚ Preparation of financial information and schedules for the annual audit
- ✚ Cash management and investment of City funds
- ✚ Cash collection and daily deposits
- ✚ Administration of City's debt program
- ✚ Questions and general assistance for business owners and residents on City fees
- ✚ Tracking of payments received and balances owed for adjudication programs
- ✚ Establishing, monitoring and enforcement of City internal controls over financial processes and reporting
- ✚ Liability and workers compensation risk management and claims review and processing
- ✚ Employee benefit evaluation, insurance review and administration

City of Berwyn  
2019 Budgeted Expenditures by Department  
Finance  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-12-5000	Finance - Salaries	\$ 410,596	\$ 407,602	\$ 409,382	\$ 404,789	\$ 418,458	\$ 13,669
100-12-5010	Finance - Overtime	-	-	-	-	-	-
100-12-5030	Finance - Sick Day Buy Back	7,610	22,224	18,006	16,657	19,018	2,361
100-12-5035	Finance - Benefits	185,336	170,439	167,197	169,817	164,589	(5,228)
100-12-5215	Finance - Telephone	8,492	334	-	4,200	2,500	(1,700)
100-12-5220	Finance - Training, Dues, & Publications	3,952	4,974	3,424	5,500	5,500	-
100-12-5225	Finance - Supplies	3,722	4,804	4,935	3,500	5,000	1,500
100-12-5235	Finance - Postage & Printing	6,859	7,724	1,931	7,500	7,500	-
100-12-5290	Finance - Other General Expenses	110,386	123,386	123,386	60,000	60,000	-
100-12-5300	Finance - Professional Services	16,382	1,002	580	1,000	1,000	-
100-12-5405	Finance - Copier Maintenance	2,269	1,449	1,646	2,550	2,000	(550)
100-12-5625	Finance - Internal Service Fund	31,423	1,907	13,302	5,965	5,965	-
100-12-5800	Finance - Capital Outlay	9,850	-	-	3,000	3,000	-
	Total Finance	796,877	745,845	743,789	684,478	694,530	10,052
100-12-11-5000	Collectors - Salaries	\$ 257,460	\$ 208,654	\$ 228,976	\$ 216,305	\$ 249,583	\$ 33,278
100-12-11-5010	Collectors - Overtime	-	-	-	-	-	-
100-12-11-5025	Collectors - Stipends	3,600	1,300	1,200	1,200	1,200	-
100-12-11-5030	Collectors - Sick Day Buy Back	8,779	12,605	13,223	6,949	6,003	(946)
100-12-11-5035	Collectors - Benefits	189,570	167,268	173,598	172,686	171,194	(1,492)
100-12-11-5225	Collectors - Supplies	4,141	2,021	5,433	5,000	5,000	-
100-12-11-5235	Collectors - Postage & Printing	16,655	18,791	8,170	17,500	17,500	-
100-12-11-5290	Collectors - Other General Expenses	1,434	3,209	2,848	2,500	2,500	-
100-12-5300-03	Collector - Collection Service Fees	222,167	232,624	236,407	230,000	235,000	5,000
100-12-5300-04	Finance - Vehicle Registration Service	71,053	71,439	55,671	72,500	72,500	-
10012-5405	Collectors - Copier Maintenance	986	969	1,177	1,200	1,200	-
	Total Collectors	775,845	718,900	726,705	725,840	761,680	35,840
100-14-5000	Benefits Coordinator - Salaries	\$ 55,220	\$ 55,908	\$ 58,289	\$ 57,029	\$ 60,500	\$ 3,471
100-14-5025	Benefits Coordinator - Stipends- Other	-	-	1,200	-	1,200	1,200
100-14-5030	Benefits Coordinator - Sick Day Buy Back	1,557	1,559	2,233	2,632	2,782	150
100-14-5035	Benefits Coordinator - Benefits	33,246	28,454	22,283	22,267	22,871	604
100-14-5220	Benefits Coordinator - Training, Dues & Publications	-	1,197	887	1,000	1,000	-
100-14-5225	Benefits Coordinator - Supplies	1,467	1,312	2,064	2,000	2,000	-
100-14-5235	Benefits Coordinator - Postage & Printing	448	710	285	1,000	1,000	-
100-14-5290	Benefits Coordinator - Other General Expenses	754	675	120	1,500	1,500	-
100-14-5625	Benefits Coordinator - Internal Service Fund	2,827	342	1,395	734	734	-
	Total Benefits Coordinator	95,519	90,157	88,757	88,162	93,587	5,425
Department Total		\$ 1,668,241	\$ 1,554,902	\$ 1,559,251	\$ 1,498,480	\$ 1,549,797	\$ 51,317

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**Department of Information Technology**

**PROGRAM MANAGER:** Information Technology Director

**PROGRAM DESCRIPTION:**

The Department of Information Technology is working to put technology to its highest and best use throughout City government in order to improve the administration of City programs and services.

The mission of the Department of Information Technology is to provide quality information technology (IT) services and solutions to principle users, effectively aligning business and technology objectives through collaboration, in order to provide the most cost-effective solutions that facilitate and improve the conduct of business for our City residents, businesses, visitors and governmental entities.

This department maintains automated data processing systems to serve all City departments. The department is responsible for the integrity of information systems utilized by the Finance, Building, Collector, Clerk, HR, Fire, Police, CDBG, Public Works, Recreation and Library departments.

**SERVICES:**

The Department of Information Technology provides technology and services that fulfill the City's broad based information technology needs. IT plans resource commitments and provides a stable direction for the future. Further, IT strives to keep abreast of state-of-the-art innovations in the world of information technology. This department has co-responsibility for product purchases and development projects, which include initiation, management, and successful implementation. Daily duties include the responsibility and authority for review, control, Help Desk support, and improvements in such areas as:

- ✚ Desktop Services – Desktop services include functions that directly support the use of personal computers, laptops, and hand-held devices. This includes the Microsoft Office suite of tools, email, and packaged software application support.
- ✚ Web Services – Web services include hosting, designing, and administrating the City of Berwyn's external and internal set of websites. The website provides timely information regarding all aspects of the City.

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**Department of Information Technology**

- ✚ Application Development Services – The IT department provides limited application design and development. Application development is used to fill in the gaps and integrate various purchased application packages. All development, at present, uses Microsoft Access-based technology.
  
- ✚ Telecommunication Services – Includes all commercial and/or private voice communications systems and devices, commercial voice communications carrier services, telephones, Private Telephone Switches (PBX), call accounting, and voicemail. All network services from wall plugs to services, including wide area network (WAN) and local area network (LAN), broadband fiber and copper systems, and internet services.
  
- ✚ Architecture and Infrastructure Services – Selection and management of PCs, gateways, firewalls, switches, routers, copy machines, fax machines, security services, domain name systems (DNS), file servers, print services, email systems, web site hosting, database administration, data center operations, backup, recovery, and performance planning.
  
- ✚ Training Services – Provides city-wide technology related training including the Microsoft Office suite of tools, electronic mail, packaged and developed application training, and managing the given training areas.

City of Berwyn  
2019 Budgeted Expenditures by Department  
Information Technology  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-16-5000	IT - Salaries	\$ 427,612	\$ 453,940	\$ 464,876	\$ 460,444	\$ 463,135	\$ 2,691
100-16-5000	IT - Stipends-Other	-	-	-	-	15,800	15,800
100-16-5030	IT - Sick Day Buy Back	14,586	12,328	14,067	19,994	21,737	1,743
100-16-5035	IT - Benefits	238,635	257,244	262,254	267,183	256,550	(10,633)
100-16-5210	IT - Vehicle Gas & Oil	-	-	737	2,500	1,500	(1,000)
100-16-5220	IT - Training, Dues, & Publications	-	233	500	3,000	1,500	(1,500)
100-16-5225	IT - Supplies	1,442	3,143	4,575	1,500	2,500	1,000
100-16-5235	IT - Postage & Printing	6	-	-	-	-	-
100-16-5290	IT - Other General Expenses	48,184	47,872	45,044	40,000	72,000	32,000
100-16-5300	IT - Professional Service	22,844	18,013	9,768	22,000	20,000	(2,000)
100-16-5300	IT - Repairs & Maintenance	-	-	-	2,500	2,500	-
100-16-5410	IT - Hardware Maintenance	21,396	44,187	40,181	37,500	37,500	-
100-16-5415	IT - Software Maintenance	13,925	29,642	30,403	27,500	27,500	-
100-16-5415	IT - Equipment Lease	19,018	19,018	19,018	19,019	19,019	-
100-16-5510	IT - Hardware Purchases	67,515	66,784	57,653	83,000	80,000	(3,000)
100-16-5515	IT - Software Purchases	31,555	26,238	37,399	33,000	35,000	2,000
100-16-5530	IT - Network Infrastructure	259,225	266,773	263,644	260,449	265,000	4,551
100-16-5625	IT - Internal Service Fund	24,642	1,444	11,323	5,397	5,397	-
<b>Department Total</b>		<b>\$ 1,190,585</b>	<b>\$ 1,246,859</b>	<b>\$ 1,261,442</b>	<b>\$ 1,284,986</b>	<b>\$ 1,326,638</b>	<b>\$ 41,652</b>

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**Fire Department**

**PROGRAM MANAGER:** Fire Chief

**PROGRAM DESCRIPTION:**

The department operates three strategically located fire stations, each covering about one third of the City. The stations are manned by eighty full-time firefighters. Currently we have 41 fully trained Advanced Life Support (ALS) Paramedics, and 11 fully trained Basic Life Support (BLS) Emergency Medical Technicians. The remaining members are certified at the First Responder level for medical emergencies. Our primary response area is divided by two railroad right-of-ways. The majority of the personnel work 24 hours on duty followed by 48 hours off duty. We maintain mutual aid agreements with our neighboring communities through the Mutual Aid Box Alarm System (MABAS). Our MABAS Division 11 group is affiliated state wide with other MABAS divisions. We are also associated with the Illinois Terrorism Task Force. We provide a variety of services; some of which are reactive or emergency in nature while others are proactive like fire prevention and inspection.

The Berwyn Fire Department is committed to the following values:

- ✚ **Customer Service:** Prompt and professional delivery of service to the community is our ultimate commitment.
- ✚ **Safety:** Emergency situations create dangerous work environments. Safety is our foremost consideration during performance of all tasks.
- ✚ **Teamwork:** A team-oriented approach, which promotes excellence in the performance of all tasks.
- ✚ **Outreach:** Demonstrated by professional partnerships with the Police Department and other agencies enhancing delivery of emergency services to our community.

**SERVICES:**

At various times, crisis situations occur which can negatively impact persons or property in the City. The Fire Department's primary responsibility is "the saving of lives and property." To facilitate the accomplishment of these goals, the Department members provide such activities as:

- ✚ Community fire prevention safety talks

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**Fire Department**

- ✚ Property conservation
- ✚ Fire prevention and inspection services
- ✚ Rescue procedures
- ✚ Hazardous materials response
- ✚ Emergency medical services
- ✚ Pre-incident and disaster planning
- ✚ Fire investigations

During the performance of these tasks, the department members will not knowingly engage in any behavior which will compromise the safety of its members or the citizens to which it provides emergency services. The Berwyn Fire Department exists to meet the needs of a wide variety of crisis situations that require a quick, efficient and professional response.

The following station locations serve the City and its residents:

- ✚ Station 1 (South) – 6434 Windsor Ave.
- ✚ Station 2 (North) – 6615 16<sup>th</sup> St.
- ✚ Station 3 (Center) – 6700 W. 26<sup>th</sup> St.

City of Berwyn  
2019 Budgeted Expenditures by Department  
Fire  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-18-5000	Fire - Salaries	\$ 7,295,223	\$ 7,268,856	\$ 7,185,227	\$ 7,347,727	\$ 7,402,634	\$ 54,907
100-18-15-5000	Fire - Salaries for EMS	-	-	-	-	-	-
100-18-5005	Fire - Out of Class	86,152	93,031	95,179	91,800	158,572	66,772
100-18-5010	Fire - Overtime	203,571	498,963	432,180	300,000	305,000	5,000
100-18-5015	Fire - Uniform Stipend	77,000	75,500	74,000	79,000	78,500	(500)
100-18-5020	Fire - Education Stipend	28,250	28,250	37,200	28,000	28,000	-
100-18-5025	Fire - Other Stipend	88,595	99,868	97,847	102,700	44,630	(58,070)
100-18-5030	Fire - Sick Day Buy Back	225,095	458,435	299,408	404,100	300,000	(104,100)
100-18-5035	Fire - Benefits	2,290,738	2,576,144	2,653,951	2,709,560	2,749,739	40,179
100-18-5040	Fire - Tuition Reimbursement	14,539	11,088	4,150	15,000	10,000	(5,000)
100-18-5045	Fire - Pension	1,573,440	1,184,601	1,256,415	16,256,415	16,255,220	(1,195)
100-18-5205	Fire - Utilities	10,915	10,246	10,059	14,000	12,000	(2,000)
100-18-5210	Fire - Vehicle Gas and Oil	44,189	50,198	57,180	50,000	55,000	5,000
100-18-5215	Fire - Telephone	10,723	7,162	11,413	14,000	12,500	(1,500)
100-18-5220	Fire - Training, Dues and Publications	28,883	36,354	42,513	48,000	47,500	(500)
100-18-5225	Fire - Supplies	16,118	8,211	10,303	11,750	12,000	250
100-18-5235	Fire - Postage and Printing	639	1,202	38	600	1,000	400
100-18-5290	Fire - Other general Expenses	37,651	32,341	38,220	42,000	42,000	-
100-18-5300-03	Fire - Collection Service Fees	509	37,672	39,681	40,300	40,300	-
100-18-5400	Fire - Repairs and Maintenance	112,435	125,099	132,074	160,000	160,000	-
100-18-5405	Fire - Copier Maintenance	2,092	2,072	2,472	2,500	2,500	-
100-18-5500	Fire - Equipment Purchases	73,117	19,783	30,729	76,500	76,500	-
100-18-5500-01	Fire - Turnout Gear	26,690	41,916	38,550	50,000	50,000	-
100-18-5505	Fire - Equipment Lease	223,563	223,563	154,571	199,000	142,000	(57,000)
100-18-5625	Fire - Internal Service Fund	308,251	83,787	290,228	151,570	151,570	-
100-18-5800	Fire - Capital outlay	592,009	-	-	-	-	-
<b>Department Total</b>		<b>\$ 13,370,387</b>	<b>\$ 12,974,342</b>	<b>\$ 12,993,589</b>	<b>\$ 28,194,522</b>	<b>\$ 28,137,165</b>	<b>\$ (57,357)</b>

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**Police Department**

**PROGRAM MANAGER:** Chief of Police

**PROGRAM DESCRIPTION:**

The Police Department of the City of Berwyn is dedicated to protecting life and property through quality police services based on honesty, integrity, and professionalism which are the essential threads of policing.

As Berwyn changes and evolves, the Police Department is undergoing a paradigm shift. Responding to the needs of the community in a timely, courteous and professional manner is paramount; however, the need to respond professionally to crimes in progress and to thoroughly investigate those same crimes with successful prosecution of offenders as the ultimate goal cannot be overlooked.

The attached budget was carefully structured to enable the Department to continue to provide a very high level of professional, effective and efficient service to the citizens of Berwyn.

**Organization:**

The Police Department executive management team consists of the Chief of Police, Deputy Chief of Police, and four Division Commanders.

**The department is divided into four divisions each directed by a Division Commander:**

-  Field Operations
-  Staff Operations
-  Administrative Services
-  Support Services

**Department Description – Field Operations:**

The Field Operations Division is responsible for the administration of all aspects of the patrol division which includes supervision of Watch Commanders and patrol officers for all three shifts. Departmental training standards for all sworn members, as well as new officer recruit and lateral entry officer's fall under Field

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**Police Department**

Operations. The Departments Auxiliary Police operations, part time certified officers, and secondary employment for all personnel of the Berwyn Police Department are all part of Field Operations.

The Field Operations Division Commander also serves as the Departments Liaison for all mutual aid compacts that include NIPAS (Northern Illinois Police Alarm System) a regional response team, and ILEAS (Illinois Law Enforcement Alarm System) a statewide mutual aid organization. The Field Operations Division Commander will also oversee all range and weapons management systems.

**Department Description – Staff Operations:**

Community Oriented Policing Strategies are an important component and philosophy of the Berwyn Police Department. The Division Commander of Staff Operations is responsible for coordinating, directing, and establishing all School Safety and Emergency Crisis planning throughout the schools in districts 201, 100, and 98. Program oversight also includes our new and highly successful Domestic Violence Assistance Program.

Staff Operations is the entity responsible for maintaining up-to-date department standards in all Policy, Procedures, and Department Directives to meet the highest professional standards of the Berwyn Police Department. A vital purpose of the Division Commander of Staff Operations involves coordinating, planning, and training of all Homeland Security initiatives. Homeland Security projects will enhance the City and police department efforts to build strong networks and to work extensively with other local, state, and federal law enforcement agencies as well as public and private organizations in our efforts to secure our nation and meet all established NIMS requirements.

The Division Commander of Staff Services oversees the Youth / Community Relations and Services Unit to invoke a strong partnership and interactions with the community. It is an organizational strategy of the Berwyn Police Department that allows the police and community residents to work closely together in new ways to help solve the problems of crime while maintaining a high quality of life standard in our neighborhoods

The Division Commander of Staff Operations will also oversee Department K-9 operations and training, along with court services, and supervisory management and accountability.

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**Police Department**

**Department Description – Administrative Services:**

Under general direction of the Chief of Police, coordinates the development of the operating budget with the Chief and Division Administrators. The Division Commander of Administrative Services organizes and manages the Police Department budget; including financial analyses, cost recovery programs, payroll, grant administration, and conducts on-going research into cost reduction measures. The Division Commander will design and administer programs and organizational changes from variety of funding sources, and performs independent research and special studies involving data collection and analysis of departmental operations and structures, including building security and maintenance, and human resource management.

The Division Commander of Administrative Services prepares a wide variety of written reports and project overviews that include special projects for publication and/or submission to outside organizations. Performs or participate in comprehensive management analyses of police department policies, also serves as a member of the department administrative team in problem solving, decision-making, strategic planning. Develops and coordinates activities with other city departments, other government agencies and outside organizations; provides staff assistance and managerial services.

The Division Commander of Administrative Services also serves as a liaison with City's Benefits Administration Department and oversees departmental Occupational Health & Safety issues and drug screening, and is also responsible for statistical crime data studies, and other reports; analyzes levels of criminal activity; determines trends and makes recommendations for change in organizational and operating procedures.

**Department Description – Support Services**

The primary responsibility of the Division Commander of Support Services is to provide assistance to the other Divisions of the Police Department in the form of personnel and equipment. The Division Commander of Support Services is responsible for carrying out the goals and objectives of this division which in turn allows the Berwyn Police Department to meet its mission in many of the departments operations.

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**Police Department**

Support Services consists of the following units of operation: Community Services, Graffiti Removal, Local Adjudication and Parking Enforcement, Records Management and Collections, traffic enforcement, department motor pool fleet management, police equipment, prisoner detention and booking, department research and development, and the Emergency Telecommunications Unit (E911).

City of Berwyn  
2019 Budgeted Expenditures by Department  
Police  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-20-51-5000	Police - Admin - Ch of Police, Div Cdrs	\$ 832,954	\$ 853,493	\$ 746,554	\$ 839,640	\$ 892,991	\$ 53,351
100-20-53-5000	Police - Sprvrs - Lieut's & Sergeant's	2,471,140	2,580,135	2,396,153	2,363,844	2,562,405	198,561
100-20-55-5000	Police - Detectives	1,615,909	1,844,295	1,791,016	1,761,022	1,682,108	(78,914)
100-20-57-5000	Police - Officers	5,216,477	5,152,395	5,523,134	5,519,241	5,466,172	(53,069)
100-20-59-5000	Police - Auxiliary	301,581	378,028	266,199	304,516	361,075	56,559
100-20-61-5000	Police - Radio operators/dispatchers	937,276	897,417	835,988	936,300	920,392	(15,908)
100-20-63-5000	Police - Community service officers	534,487	672,623	693,365	722,682	710,080	(12,602)
100-20-65-5000	Police - Parking enforcement personnel	106,885	13,717	-	-	-	-
100-20-67-5000	Police - Lockup personnel	213,651	227,748	274,202	304,193	304,645	452
100-20-69-5000	Police - Clerks	548,271	495,834	517,874	520,413	514,684	(5,729)
100-20-71-5000	Police - Crossing Guards	270,395	273,363	267,284	298,274	287,484	(10,790)
100-20-5005	Police - Out of Class	6,330	5,050	4,958	7,000	7,000	-
100-20-5010	Police - Overtime	1,002,328	912,028	884,565	968,935	853,741	(115,194)
100-20-5015	Police - Uniform stipend	109,900	112,100	111,700	113,600	113,600	-
100-20-5020	Police - Education Stipend	75,000	71,000	78,500	76,500	76,500	-
100-20-5025	Police - Other Stipends	18,920	11,760	11,880	12,500	12,500	-
100-20-5030	Police - Buy back	1,095,479	1,209,223	1,381,988	1,262,876	1,278,396	15,520
100-20-5035	Police - Benefits	4,311,546	4,820,474	4,914,045	5,010,348	5,229,863	219,515
100-20-5040	Police - Tuition Reimbursement	157,060	152,179	104,030	135,000	95,000	(40,000)
100-20-5045	Police - Pension	1,552,360	1,248,592	1,463,282	16,463,282	16,509,826	46,544
100-20-5205	Police - Utilities	18,329	21,199	25,196	21,375	23,500	2,125
100-20-5210	Police - Vehicle Gas and Oil	157,190	176,390	202,065	175,000	195,000	20,000
100-20-5215	Police - Telephone	160,670	171,855	119,862	162,900	66,900	(96,000)
100-20-5220	Police - Training, dues and publications	80,241	103,178	52,304	85,000	80,000	(5,000)
100-20-5225	Police - Supplies	45,825	44,595	36,346	47,500	46,900	(600)
100-20-5235	Police - Postage & printing	31,855	26,501	21,559	26,500	24,400	(2,100)
100-20-5290	Police - Other general expenses	115,320	123,487	151,898	146,503	163,503	17,000
100-20-5300	Police - Professional Services	(587)	-	-	-	-	-
100-20-5345	Police - Speed photo enforcement	1,429,601	964,992	680,680	1,054,500	979,365	(75,135)
100-20-5400	Police - Repairs and maintenance	370,255	322,420	357,379	368,000	418,000	50,000
100-20-5405	Police - Copier maintenance	14,542	15,049	17,385	16,150	17,000	850
100-20-5500	Police - Equipment	26,644	35,222	102,179	38,500	38,500	-
100-20-5625	Police - Internal service fund	1,233,392	351,438	1,038,716	567,198	567,198	-
100-20-5800	Police - Capital Expenditures	312,996	-	-	-	-	-
<b>Department Total</b>		<b>\$ 25,374,222</b>	<b>\$ 24,287,780</b>	<b>\$ 25,072,286</b>	<b>\$ 40,329,292</b>	<b>\$ 40,498,728</b>	<b>\$ 169,436</b>

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**Fire and Police Commission**

**PROGRAM MANAGER:** Commission

**PROGRAM DESCRIPTION:**

The Board of Fire and Police Commissioners shall consist of three members to be appointed by the Mayor, by and with the consent of Council. The term of office of each member shall be three years and until his or her successor is appointed and qualified, provided that no appointment shall be made by the Mayor within thirty days of the expiration of his or her term of office.

**BUDGET SUMMARY:**

- This department's other general expenses account varies annually based on the number of police or fire personnel the City will hire in a given year.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Fire and Police Commission  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-22-5500	Fire and Police Commission - Salaries	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
100-22-5035	Fire and Police Commission - Benefits	1,530	3,619	1,508	22,774	1,343	(21,431)
100-22-5200	Fire and Police Commission- Training, Dues, & Publications	2,438	375	875	2,500	2,500	-
100-22-5225	Fire and Police Commission - Supplies	179	-	-	250	250	-
100-22-5235	Fire and Police Commission- Postage & Printing	8	11	12	25	25	-
100-22-5290	Fire and Police Commission - Other General Expenses	375	509	11,444	1,250	1,250	-
100-22-5290-10	Fire and Police Commission - Police Testing	29,360	7,474	1,939	32,500	32,500	-
100-22-5290-11	Fire and Police Commission - Pre Employment Physicals	11,300	14,540	20,811	12,500	12,500	-
		-					
Department Total		<u>\$ 65,190</u>	<u>\$ 46,528</u>	<u>\$ 56,589</u>	<u>\$ 91,799</u>	<u>\$ 70,368</u>	<u>\$ (21,431)</u>

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**Building Department**

**PROGRAM MANAGER:** Building Director

**PROGRAM DESCRIPTION:**

The Building Department is responsible for the administration and enforcement of City ordinances and building codes which establish minimum requirements for building construction, land use, signage, and property maintenance. The primary purpose of the ordinances is to establish requirements that safeguard public health, safety, sanitation, adequate light and ventilation, energy conservation, and safety from fire and other hazards attributed to the structural environment. Activities associated with the administration and enforcement of these ordinances include but are not limited to reviewing architectural and engineering plans for proposed projects, issuing permits, scheduling permit inspections, processing compliance information, scheduling compliance inspections, scheduling blight inspections, inspecting properties to identify violations and issuing citations for ordinance infractions.

**SERVICES:**

-  Conduct Code Enforcement
-  Perform Building and Zoning Review
-  Issue Building Permits
-  Perform Permit Inspections
-  Process Compliance Information
-  Respond to FOIA Requests
-  Process Blight and Building Adjudication Information

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Building / Neighborhood Affairs  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-24-5000	Building - Salaries	\$ 533,463	\$ 580,687	\$ 608,754	\$ 617,542	\$ 641,098	\$ 23,556
100-24-5010	Building - Overtime	4,198	6,160	6,250	4,000	6,250	2,250
100-24-5025	Building - Stipends-Other	1,800	1,800	2,650	1,800	3,000	1,200
100-24-5030	Building - Sick Day Buy Back	14,352	13,196	15,309	22,184	23,138	954
100-24-5035	Building - Benefits	381,741	436,201	445,622	476,390	443,088	(33,302)
100-24-5205	Building - Utilities	9,123	11,086	10,274	12,000	12,000	-
100-24-5210	Building - Vehicle Gas and Oil	6,801	6,326	9,952	7,000	10,000	3,000
100-24-5215	Building - Telephone	12,585	16,513	14,063	12,600	15,000	2,400
100-24-5220	Building - Training, Dues, & Publications	-	1,085	80	5,000	2,500	(2,500)
100-24-5225	Building - Supplies	13,264	14,789	8,921	14,500	14,500	-
100-24-5235	Building - Postage & Printing	17,435	12,789	16,265	17,500	17,000	(500)
100-24-5290	Building - Other General Expenses	929	317	230	2,500	1,500	(1,000)
100-24-5300	Building - Professional Service	370,491	402,854	426,439	348,000	430,000	82,000
100-24-5400	Building - Repairs and Maintenance	264,341	293,904	172,831	250,000	175,000	(75,000)
100-24-5405	Building - Copier Maintenance	1,560	1,674	1,879	2,000	2,000	-
100-24-5625	Building - Internal Service Fund	34,056	2,054	16,359	7,426	7,426	-
100-24-5800	Building - Capital Outlay	27,388	-	-	-	-	-
Department Total		\$ 1,693,527	\$ 1,801,435	\$ 1,755,880	\$ 1,800,442	\$ 1,803,500	\$ 3,058

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**Public Works**

**PROGRAM MANAGER:** Director of Public Works

**PROGRAM DESCRIPTION:**

The Street Division provides the staff, equipment and materials to operate and maintain most of the public infrastructure in the City of Berwyn. Such infrastructure includes public roadways, signs, alleys, and City-owned lands. Other responsibilities include maintenance to all water/sewer systems, fleet vehicles and select Fire Department equipment.

**SERVICES:**

 **Administration**

- Management of 24 FTE employees.
- Management of the yearly budget for the Street & Fleet Divisions.
- Coordination of all calls for service and/or repair.
- Coordinate MFT and CDBG public improvement programs.
- Monitors construction and utility cuts in the City right-of-way.
- Supervision of daily operations of all services provided by the Division.
- Respond to resident questions, inquiries and requests.

 **Street Maintenance**

- Street patching, repairs, and maintenance.
- Street striping and signage.
- Alleyway maintenance.
- Sweep all City streets.
- Pickup and discard dead animals and trash from City right-of-way.

 **Forestry**

- Maintain City owned urban forest.
- Tree City USA for over 25 consecutive years.
- Remove dead, dying or diseased trees.
- Coordinate the replanting of trees within the city owned right-of-way.

 **Ice and Snow Control**

- Provide prompt quality response for snow and ice issues to maintain safe vehicular travel.

 **Turf Maintenance**

- Cut grass and weeds in public areas.

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**Public Works**

**✚ Traffic and Parking Control**

- Coordinate all traffic control and signage.
- Conduct traffic and safety studies.
- Installation, repair and replacement of street signs and posts.
- Install and maintain all roadway and parking pavement markings and markers.
- Install and repair parking meters.

**✚ Fleet Maintenance**

- Maintenance and repair of all Public Works vehicles and equipment as well as Police, Building, Parking and select Fire Department vehicles.
- Maintenance of City fueling station.

**✚ Public Works Building**

- Maintain grounds at Public Works facilities.
- Storage of equipment and materials for Public Works and other departments.

**✚ Work for Other Departments**

- Provide signage, manpower and cleanup for parades, block parties and special events.
- Cleanup of debris and trash due to accidents or ordinance violations.
- Assist elsewhere when requested.

City of Berwyn  
2019 Budgeted Expenditures by Department  
Public Works  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-26-35-5000	Streets - Salaries	\$ 1,393,751	\$ 1,562,008	\$ 1,495,626	\$ 1,624,411	\$ 1,587,760	\$ (36,651)
100-26-35-5010	Streets - Overtime	84,816	40,265	76,653	99,000	98,000	(1,000)
100-26-35-5015	Streets - Uniform stipend	15,211	28,040	19,673	23,100	23,100	-
100-26-35-5025	Streets - Other stipend	635	390	390	750	750	-
100-26-35-5030	Streets - Sick day buyback	25,986	22,693	81,117	55,000	50,000	(5,000)
100-26-35-5035	Streets - Benefits	837,729	858,539	818,646	898,034	826,212	(71,822)
100-26-35-5205	Streets - Utilities	13,378	13,302	19,614	14,000	18,500	4,500
100-26-35-5210	Streets - Vehicle gas & oil	90,225	61,054	86,192	90,000	86,000	(4,000)
100-26-35-5215	Streets - Telephone	4,311	3,889	1,297	5,000	3,500	(1,500)
100-26-35-5215	Streets - Training, dues, & publications	8,148	4,528	12,002	6,000	5,500	(500)
100-26-35-5225	Streets - Supplies	172,269	177,828	131,571	149,000	144,450	(4,550)
100-26-35-5235	Streets - Postage & printing	6,938	16,095	6,689	12,000	10,000	(2,000)
100-26-35-5290	Streets - Other general expenses	4,060	4,967	83,623	27,500	5,000	(22,500)
100-26-35-5300	Streets - Professional services	623,509	924,773	338,384	650,000	590,000	(60,000)
100-26-35-5400	Streets - Repairs and maintenance	376,501	505,643	336,605	476,000	372,000	(104,000)
100-26-35-5405	Streets - Copier maintenance	1,169	1,116	1,386	1,200	1,400	200
100-26-35-5500	Streets - Equipment	4,461	3,200	-	6,500	2,500	(4,000)
100-26-35-5505	Streets - Equipment lease	98,329	134,491	56,910	60,000	135,000	75,000
100-26-35-5625	Streets - Internal service fund	114,042	19,139	76,341	37,432	37,432	-
100-26-35-5800	Streets - Capital Outlay	94,523	2,643,191	-	-	-	-
	<b>Total Streets</b>	<b>\$ 3,969,991</b>	<b>\$ 7,025,151</b>	<b>\$ 3,642,718</b>	<b>\$ 4,234,927</b>	<b>\$ 3,997,104</b>	<b>\$ (237,823)</b>
100-26-37-5000	Fleet - Salaries	\$ 65,289	\$ 66,400	\$ 67,330	\$ 66,756	\$ 68,353	\$ 1,597
100-26-37-5010	Fleet - Overtime	5,877	3,174	6,110	4,000	4,500	500
100-26-37-5015	Fleet - Uniform stipend	333	545	526	1,000	1,000	-
100-26-37-5025	Fleet - Other stipend	-	-	-	-	450	450
100-26-37-5030	Fleet - Sick day buyback	1,234	-	258	2,000	2,000	-
100-26-37-5035	Fleet - Benefits	26,664	31,873	36,736	36,740	36,154	(586)
100-26-37-5210	Fleet - Vehicle gas & oil	9,023	6,596	8,020	7,000	9,000	2,000
100-26-37-5225	Fleet - Supplies	154,647	134,276	149,362	150,000	142,000	(8,000)
100-26-37-5235	Fleet - Postage & printing	849	419	102	-	-	-
100-26-37-5300	Fleet - Professional services	56,948	54,117	50,524	56,000	45,000	(11,000)
100-26-37-5400	Fleet - Repairs and maintenance	95,960	8,388	45,789	82,000	73,500	(8,500)
100-26-37-5500	Fleet - Equipment	-	-	-	2,800	2,500	(300)
100-26-37-5625	Fleet - Internal service fund	7,808	515	2,782	1,298	1,298	-
	<b>Total Fleet</b>	<b>\$ 424,632</b>	<b>\$ 306,303</b>	<b>\$ 367,538</b>	<b>\$ 409,594</b>	<b>\$ 385,755</b>	<b>\$ (23,839)</b>
<b>Department Total</b>		<b>\$ 4,394,623</b>	<b>\$ 7,331,454</b>	<b>\$ 4,010,256</b>	<b>\$ 4,644,521</b>	<b>\$ 4,382,859</b>	<b>\$ (261,662)</b>

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**Zoning Board**

**PROGRAM MANAGER:** Board Chairman

**PROGRAM DESCRIPTION:**

The Zoning Board schedules and holds hearings in matters wherein citizens of the City are appealing a decision of the Building Department involving requests for variations from the terms of the Zoning Code, establishment of a conditional use or change in a non-conforming use. All decisions with four (4) or more votes in favor or against, are submitted to the City Council with a resolution, a specific recommendation, and if applicable, an ordinance. If less than four (4) votes are made for or against, the board makes no recommendation. The City Council makes the final decision in all such matters as described above.

The Board can reverse, affirm (wholly or partly), modify or amend any order or decision of a City Official in regard to matters that do not involve a variation, conditional use or non-conforming use; and also may make decisions in regard to the interpretation of the Zoning Code. In these matters, the Board has the powers of the City Official from whom the appeal is taken and the decision is final.

The Board can also hold special hearings as requested by the City Council involving the Zoning Code. The Chairman is responsible for publishing notices of meetings, and is available to give instructions as to procedures of the Board, render legal opinions, and make recommendations for amendments to the Zoning Code.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Zoning Board  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-28-5000	Zoning - Salaries	\$ 6,360	\$ 5,653	\$ 8,745	\$ 6,360	\$ 6,360	\$ -
100-28-5035	Zoning - Benefits	405	412	669	487	487	-
100-28-5235	Zoning - Postage & printing	2,800	557	-	3,000	3,000	-
100-28-5290	Zoning - Other general expenses	5,981	2,910	-	6,000	6,000	-
		-					
Department Total		<u>\$ 15,546</u>	<u>\$ 9,532</u>	<u>\$ 9,414</u>	<u>\$ 15,847</u>	<u>\$ 15,847</u>	<u>\$ -</u>

**City of Berwyn  
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**Committee and Planning**

**PROGRAM MANAGER:** Mayor and City Council

**PROGRAM DESCRIPTION:**

The Committee and Planning Department of the City of Berwyn is where economic development expenditures to third parties are recorded. This department does not support any employees.

**SERVICES:**

Within this department the City records the following:

-  Donations to other organizations
-  Non-TIF related Berwyn Development Corporation fees
-  Regional Housing Authority expenditures
-  Utility tax rebates to other taxing units

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Committee and Planning  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-30-5105	Community Programs	\$ 1,872	\$ 885	\$ 2,276	\$ 4,000	\$ 3,500	\$ (500)
100-30-5105-01	Community Programs Nat Night Out	1,884	-	-	-	-	-
100-30-5105-04	West Central Municipal Conference	20,612	25,362	25,362	26,000	26,000	-
100-30-5105-05	Berwyn Historic Preservation Commission	952	1,050	-	5,000	5,000	-
100-30-5105-06	Utility Tax Rebate	91,355	84,810	90,000	90,000	85,000	(5,000)
100-30-5105-08	Berwyn Historical Society	10,000	10,000	10,000	10,000	5,000	(5,000)
100-30-5105-30	BDC Admin Fee	86,000	86,200	86,000	86,000	86,000	-
100-30-5290	Committee & Planning - Other general expenses	-	2,504	3,225	5,000	4,500	(500)
Department Total		<u>\$ 212,675</u>	<u>\$ 210,811</u>	<u>\$ 216,863</u>	<u>\$ 226,000</u>	<u>\$ 215,000</u>	<u>\$ (11,000)</u>

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**Recreation Department**

**PROGRAM MANAGER:** Director of Recreation

**PROGRAM DESCRIPTION:**

The City of Berwyn provides comprehensive community-wide parks and recreation services through the Recreation Department with policies and budget development determined by the Mayor and the City council. The Recreation Department is committed to the effective and responsible management of parks, open space, facilities and resources to satisfy the recreational needs of the community; and to deliver quality, benefit-based leisure services and programs that meet the varied needs and interests of the community in a cooperative, innovative, and responsive manner.

The Recreation Department is responsible for providing year round recreational programs and activities for all age groups. These include community special events, athletic programs, sports camps, day care camps, tot programs, swimming programs, adult athletic programs, family events, and senior adult activities. In addition, the Recreation Department collaborates with and assists many Berwyn groups, organizations, and clubs to provide recreation services throughout the community.

The Recreation Department is responsible for six park sites, one Olympic sized swimming pool, and a recreation center. Major responsibilities include routine maintenance of resources, facilities, and equipment, including and providing support services for recreation programs; and park improvements and development.

City of Berwyn  
2019 Budgeted Expenditures by Department  
Recreation  
12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-32-5000	Recreation - Salaries	\$ 807,022	\$ 883,492	\$ 809,706	\$ 850,000	\$ 850,000	\$ -
100-32-5010	Recreation - Overtime	-	-	-	-	-	-
100-32-5030	Recreation - Sick day buy back	12,180	11,914	12,613	13,242	13,273	31
100-32-5035	Recreation - Benefits	261,344	279,897	257,847	257,198	251,140	(6,058)
100-32-5100	Recreation - Special events	56,369	65,148	59,820	65,000	65,000	-
100-32-5105	Recreation - Community programs	500	-	-	-	-	-
100-32-5205	Recreation - Utilities	24,757	27,933	28,000	28,000	28,000	-
100-32-5210	Recreation - Vehicle Gas and Oil	10,712	10,416	12,000	12,000	13,000	1,000
100-32-5215	Recreation - Telephone	9,479	8,282	7,735	9,000	8,000	(1,000)
100-32-5220	Recreation - Training, dues, & publications	1,395	2,747	2,057	2,000	2,500	500
100-32-5225	Recreation - Supplies	101,809	115,610	98,305	115,000	115,000	-
100-32-5235	Recreation - Postage & printing	1,893	701	228	2,000	2,000	-
100-32-5290	Recreation - Other general expenses	59,294	63,565	81,472	65,000	65,000	-
100-32-5300	Recreation - Professional Services	57,999	16,441	10,539	30,000	20,000	(10,000)
100-32-5400	Recreation - Repairs and maintenance	155,697	138,829	137,615	159,000	155,000	(4,000)
100-32-5405	Recreation - Copier maintenance	1,203	1,166	1,335	1,300	1,300	-
100-32-5625	Recreation - Internal service fund	33,540	7,106	27,917	14,196	14,196	-
100-32-5800	Recreation - Capital outlay	35,848	-	-	-	-	-
<b>Department Total</b>		<b>\$ 1,631,041</b>	<b>\$ 1,633,247</b>	<b>\$ 1,547,190</b>	<b>\$ 1,622,936</b>	<b>\$ 1,603,409</b>	<b>\$ (19,527)</b>

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**Community Relations**

**PROGRAM MANAGER:** Community Relations Director

**PROGRAM DESCRIPTION:**

The Community Relations Director along with the Commissioners work to promote equal opportunity in employment, housing and access to public accommodations, combat unlawful discrimination and to enforce the Community Relations Ordinance.

Persons who believe they have been discriminated against may file a complaint within one year of the alleged violation.

The Community Relations Ordinance and its policy is further outlined in the City of Berwyn's Code of Ordinances, Chapter 620

**SERVICES:**

The Community Relations Director is available to attend meetings as a representative of the Community Relations Commission as well as answers questions pertaining to City services.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Community Relations  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-34-5000	Community Relations - Salaries	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
100-34-5035	Community Relations - Benefits	383	383	383	383	383	-
100-34-5290	Community Relations - Other general expenses	-	-	-	1,425	1,400	(25)
<b>Department Total</b>		<b>\$ 5,383</b>	<b>\$ 5,383</b>	<b>\$ 5,383</b>	<b>\$ 6,808</b>	<b>\$ 6,783</b>	<b>\$ (25)</b>

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**Senior Services**

The Senior Services department takes on various senior programs including snow removal, lawn care services, the City's handy man program, and PACE transporting services. Revenues include grant funding for senior programs and nominal fees received for assistance.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Senior Services  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
100-46-5000	Senior Services - Salaries	\$ 178,801	\$ 183,558	\$ 210,585	\$ 176,830	\$ 247,474	\$ 70,644
100-46-5000	Senior Services - Overtime	665	588	4,193	500	1,000	500
100-46-5030	Senior Services - Stipends- Other	700	750	1,200	800	1,200	400
100-46-5030	Senior Services - Sick Day Buy Back	2,053	5,124	4,285	5,000	3,750	(1,250)
100-46-5035	Senior Services - Benefits	94,646	92,010	76,251	77,130	84,304	7,174
100-46-5100-03	Senior Services - Special Events Senior Breakfast	8,126	5,960	7,350	7,000	7,400	400
100-46-5210	Senior Services - Vehicle Gas & Oil	12,653	15,088	19,953	15,500	17,500	2,000
100-46-5215	Senior Services - Telephone	3,166	3,154	3,784	3,500	4,000	500
100-46-5225	Senior Services - Supplies	461	430	1,271	500	1,000	500
100-46-5235	Senior Services - Postage & Printing	3,591	5,069	6,033	5,000	6,000	1,000
100-46-5290	Senior Services - Other General Expenses	178	485	492	500	500	-
100-46-5300	Senior Services - Professional Services	1,244	1,907	1,504	2,000	1,750	(250)
100-46-5400	Senior Services - Repairs & Maintenance	82,332	78,325	96,369	87,000	96,000	9,000
100-46-5405	Senior Services - Copier Maintenance	873	832	1,024	1,000	1,050	50
100-46-5505	Senior Services - Equipment Lease	4,800	6,520	5,500	6,000	6,000	-
100-46-5625	Senior Services - Internal Service Fund charges	10,702	2,830	9,624	5,067	5,067	-
Department Total		<u>\$ 404,991</u>	<u>\$ 402,630</u>	<u>\$ 449,418</u>	<u>\$ 393,327</u>	<u>\$ 483,995</u>	<u>\$ 90,668</u>

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**Other City Departments**

The following department is also included in the City's General Fund. This department represents other statutory expenditures that are City-wide costs. The City's general administration is responsible for monitoring expenditures within this department.

City of Berwyn  
 2019 Budgeted Expenditures by Department  
 Statutory  
 12/31/2019

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
Benefits	To be allocated to various departments:						
100-17-5035	Benefit Pool	\$ (42,930)	\$ 64,760	\$ 7,332	\$ 5,000	\$ 7,000	\$ 2,000
100-17-5290	Other General Expenses	12,544	(41,936)	10,612	4,250	5,000	750
100-17-5300-01	Auditing & Actuarial expense	35,167	46,902	52,013	48,000	52,144	4,144
100-17-5300-10	New World Maintenance	39,531	43,086	42,892	43,090	45,850	2,760
100-17-5710	Bad debt expense	82,701	5,778	3,274	5,750	3,500	(2,250)
Department Total		<u>\$ 127,013</u>	<u>\$ 118,590</u>	<u>\$ 116,122</u>	<u>\$ 106,090</u>	<u>\$ 113,494</u>	<u>\$ 7,404</u>

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**Library**

This fund is used to account for the spending of funds for the operations of the Berwyn Public Library. The Berwyn Public Library is administered by a nine member board appointed by the City's Mayor, with the advice and consent of City Council.

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**Library**

**PROGRAM MANAGER:**

Director of Library Services

**PROGRAM DESCRIPTION:**

The Berwyn Public Library is a driving force behind a vibrant and diverse community. The Berwyn Public Library (BPL) supports our community by:

- Providing a welcoming and accessible environment in which all individuals receive professional service and assistance in fulfilling their educational, research, literacy and entertainment needs.
- Educating and empowering the public through the preservation and distribution of timely and accurate information as guided by the Principles of Intellectual Freedom.
- Offering people of all ages and backgrounds a stimulating environment in which to discover a love of lifelong learning.

The Library offers dynamic service-oriented programs and services and participates in creating a literate public by offering a place where adults can learn and practice new skills and children are given opportunities to interact with books and enjoy stories.

**SERVICES:**

Public libraries provide equal access to information of all kinds. In fact, libraries are among the first American institutions immigrants turn to for help in learning how to read, write and speak English. Under a literacy umbrella, BPL offers direct literacy programming, curriculum support, and hosts community organizations offering literacy services.

**City of Berwyn  
Library Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
205-40-4000	Library - Property Tax Revenue	\$ 3,288,250	\$ 3,384,315	\$ 3,321,129	\$ 3,392,808	\$ 3,392,808	\$ -
205-40-4350	Library - Book Fines	26,361	19,738	10,587	20,000	16,000	(4,000)
205-40-4400	Library - Grant Revenue	125,000	-	4,999	20,000	20,000	-
205-40-4415	Library - Copier Revenue	11,702	10,958	11,408	11,500	13,000	1,500
205-40-4420	Library - Per Capita Revenue	43,674	-	43,001	42,500	70,821	28,321
205-40-4425	Library - Video Rental Revenue	(1,571)	-	-	-	-	-
205-40-4430	Library - Building Revenue	4,634	5,347	9,570	5,500	7,000	1,500
205-40-4800	Library - Interest Income	755	2,565	3,229	750	750	-
	<b>Total Library Revenues</b>	<b>3,498,805</b>	<b>3,422,923</b>	<b>3,404,913</b>	<b>3,493,058</b>	<b>3,520,379</b>	<b>27,321</b>
<b>Expenditures</b>							
205-40-5000	Library - Salaries	\$ 1,485,203	\$ 1,419,988	\$ 1,441,802	\$ 1,636,754	\$ 1,661,659	\$ 44,905
205-40-5010	Library - Overtime	-	756	58	2,000	2,000	-
205-40-5025	Library - Stipends Other	3,400	2,300	3,650	4,200	4,200	-
205-40-5030	Library - Sick Day Buy Back	19,587	29,092	32,499	17,500	17,500	-
205-40-5035	Library - Benefits	813,009	788,352	784,468	826,075	895,901	69,826
205-40-5040	Library - Tuition Reimbursement	-	-	-	10,000	10,000	-
205-40-5105	Library - Community Programs	20,147	24,933	41,333	24,000	31,000	7,000
205-40-5200-09	Library - Director Expense	603	104	350	800	800	-
205-40-5200-10	Library - Board Expense	6,827	21,536	298	5,000	10,000	5,000
205-40-5205	Library - Utilities	12,312	12,049	13,144	14,000	14,000	-
205-40-5210	Library - Vehicle Gas & Oil	249	180	193	1,500	1,500	-
205-40-5215	Library - Telephone	29,597	28,188	22,143	18,000	22,000	4,000
205-40-5220	Library - Training, Dues, & Publications	8,669	11,213	9,031	15,000	18,800	3,800
205-40-5225	Library - Supplies	49,060	46,993	57,261	57,000	67,000	10,000
205-40-5235	Library - Postage & Printing	-	1,940	878	2,500	2,500	-
205-40-5245	Library - Books	153,947	219,442	258,564	240,000	253,500	13,500
205-40-5250	Library - Audio Visual	37,730	34,530	37,970	40,000	40,500	500
205-40-5255	Library - Periodicals	16,047	4,602	12,067	19,000	16,660	(2,340)
205-40-5290	Library - Other General Expenses	19,233	16,960	12,177	18,000	20,000	2,000
205-40-5400	Library - Repairs & Maintenance	182,321	127,693	143,399	145,000	150,000	5,000
205-40-5520	Library - Computer System	34,917	34,651	38,881	60,000	60,000	-
205-40-5525	Library - Computer Support Databases	46,956	59,321	12,049	67,000	67,000	-
205-40-5625	Library - Internal Service Fund Charge	66,113	4,785	28,355	13,904	13,904	-
205-40-5660	Library - Promotions	6,926	10,666	11,715	13,000	22,400	9,400
205-40-5665	Library - Reciprocal Borrowing	2,504	2,347	437	2,500	1,900	(700)
205-40-5600	Library - Capital Improvement	246,942	7,780	97,911	120,000	397,500	277,500
	<b>Total Library Expenditures</b>	<b>3,265,219</b>	<b>2,890,703</b>	<b>3,061,333</b>	<b>3,372,733</b>	<b>3,822,124</b>	<b>449,391</b>
	<b>Revenues Less Expenditures</b>	<b>233,586</b>	<b>532,220</b>	<b>343,580</b>	<b>120,325</b>	<b>(301,745)</b>	<b>\$ (422,070)</b>
	<b>Fund Balance Beginning</b>	<b>732,960</b>	<b>966,546</b>	<b>1,498,766</b>	<b>1,498,766</b>	<b>1,842,346</b>	
	<b>Projected Ending Fund Balance</b>	<b>\$ 966,546</b>	<b>\$ 1,498,766</b>	<b>\$ 1,842,346</b>	<b>\$ 1,619,091</b>	<b>\$ 1,540,601</b>	

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**Community Development**

This fund is used to account for the revenues and expenditures incurred under the City's Community Development Block Grant (CDBG) program. Revenues are received from the Federal Department of Housing and Urban Development (HUD).

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**Community Development**

**PROGRAM MANAGER:** Director of Community Development

**PROGRAM DESCRIPTION:**

Administer Community Development Block Grant funds according to federally mandated guidelines required By HUD

**SERVICES:**

- ✚ To provide 15% of allocated funds to Public Service Agencies, through a sub-recipient agreement (as approved by City Council), their monitoring and their reporting as required.
- ✚ Provide a Single Family Rehabilitation Program to those residents of Berwyn who qualify under the Federal guidelines.
- ✚ Provide the City of Berwyn funds for infrastructure modifications with the federally designated low-mod population areas.

**City of Berwyn  
Community Development Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
210-4400	Grant Income	\$ 1,719,721	\$ 1,531,252	\$ 1,209,571	\$ 1,072,111	\$ 1,528,701	\$ 456,590
210-4405	Loan Repayments	30,269	18,090	73,276	8,100	-	(8,100)
210-4800	Interest Income	10	22	9	-	-	-
210-4900	Transfer From Other Funds	100,000	75,000	100,000	70,033	24,192	(45,841)
	Total Community Development Revenues	<u>1,850,000</u>	<u>1,624,364</u>	<u>1,382,856</u>	<u>1,150,244</u>	<u>1,552,893</u>	<u>402,649</u>
<b>Expenditures</b>							
<b>Public Works</b>							
210-26-5300	Public Works - Professional Services	\$ 445,474	\$ -	\$ -	\$ -	\$ -	\$ -
210-26-5400	Public Works - Repairs & Maintenance	-	885,355	-	-	-	-
210-26-5400-01	Public Works - Repairs & Maintenance Sewer	-	-	-	110,000	-	(110,000)
210-26-5400-02	Public Works - Repairs & Maintenance Street/Sidewalk	200,239	140,000	-	275,219	-	(275,219)
210-26-5800-10	Public Works - Capital Outlay	543,783	-	-	320,000	-	(320,000)
	Total Public Works	<u>1,189,496</u>	<u>1,025,355</u>	<u>-</u>	<u>705,219</u>	<u>-</u>	<u>(705,219)</u>

City of Berwyn  
Community Development Fund  
2019 Budget

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Administration</b>							
210-42-5000	Community Development - Salaries	\$ 160,065	\$ 147,572	\$ 156,376	\$ 150,590	\$ 156,797	\$ 6,207
210-42-5025	Community Development - Stipends Other	600	2,200	1,300	1,200	1,200	-
210-42-5030	Community Development - Sick Day Buy Back	8,934	6,265	5,357	6,950	7,209	259
210-42-5035	Community Development - Benefits	99,430	97,743	99,756	100,310	100,278	(32)
210-42-5205	Community Development - Utilities	10,727	1,860	2,542	2,400	750	(1,650)
210-42-5210	Community Development - Vehicle Gas & Oil	274	271	-	-	-	-
210-42-5215	Community Development - Telephone	1,135	936	1,684	1,500	1,500	-
210-42-5220	Community Development - Training, Dues, & Publications	-	2,872	-	3,640	3,650	10
210-42-5225	Community Development - Supplies	1,704	618	1,045	1,500	1,500	-
210-42-5235	Community Development - Postage & Printing	3,371	1,168	3,871	1,500	1,500	-
210-42-5290	Community Development - Other General Expenses	61	8	77	-	188	188
210-42-5300	Community Development - Professional Services	111,094	47,864	26,245	92,140	34,400	(57,740)
210-42-5400	Community Development - Repairs & Maintenance	84,307	27,912	853,177	4,560	1,159,477	1,154,917
210-42-5405	Community Development - Copier Maintenance	1,196	1,071	1,213	3,200	600	(2,600)
210-42-5625	Community Development - Internal Service Fund	37,296	2,489	16,914	6,574	6,574	-
210-42-5895	Community Development - Contingency	5,033	342,622	355	-	-	-
210-42-5710	Community Development - Bad Debt Expense	175,494	18,699	-	-	-	-
210-42-5800-10	Community Development - Capital Outlay	-	-	-	-	-	-
210-5900	Community Development - Transfer to Other Funds	-	-	-	-	-	-
	<b>Total Administration</b>	<b>700,721</b>	<b>702,170</b>	<b>1,169,912</b>	<b>376,064</b>	<b>1,475,623</b>	<b>1,099,559</b>
<b>Program Expenditures</b>							
210-42-5105	Community Development - Community Programs	\$ 162,459	\$ 135,038	\$ 149,858	\$ 63,000	\$ 77,270	\$ 14,270
	<b>Total Community Development Expenditures</b>	<b>2,052,676</b>	<b>1,862,563</b>	<b>1,319,770</b>	<b>1,144,283</b>	<b>1,552,893</b>	<b>408,610</b>
	Revenues Less Expenditures	(202,676)	(238,199)	63,086	5,961	-	\$ (5,961)
	Fund Balance Beginning	126,235	(76,441)	(314,640)	(314,640)	(251,554)	
	<b>Projected Ending Fund Balance</b>	<b>\$ (76,441)</b>	<b>\$ (314,640)</b>	<b>\$ (251,554)</b>	<b>\$ (308,679)</b>	<b>\$ (251,554)</b>	

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## **Foreign Fire Fund**

This fund accounts for the proceeds and spending of the foreign fire insurance tax. This fund is administered by the City's Foreign Fire Insurance Board. The board consists of the City's Fire Chief and three officers elected by the City's fire department staff. Funds must be used for the benefit of the Fire Department.

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**PROGRAM MANAGER:** Foreign Fire Tax Board

**PROGRAM DESCRIPTION:**

The Berwyn Foreign Fire Tax Board shall consist of five members to be elected by the members of the Berwyn Fire Department. The offices shall consist of a President, Secretary-Treasurer and three Trustees (one from each shift). The terms of each office shall be two years and elections shall be staggered.

**BUDGET SUMMARY:**

The Foreign Fire Tax Board's general expense account varies annually based on the dollar amount collected by the Illinois Municipal League.

**City of Berwyn  
Foreign Fire Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
255-4055	Foreign Fire - Insurance Tax	\$ 44,670	\$ 49,327	\$ 50,314	\$ 45,000	\$ 57,000	\$ 12,000
255-4800	Foreign Fire - Interest Income	8	7	10	-	-	-
	Total Foreign Fire Revenues	<u>44,678</u>	<u>49,334</u>	<u>50,324</u>	<u>45,000</u>	<u>57,000</u>	<u>12,000</u>
<b>Expenditures</b>							
255-5220	Foreign Fire - Training, Dues, & Publications	\$ 3,179	\$ -	\$ 5,960	\$ 6,000	\$ 9,000	\$ 3,000
255-5225	Foreign Fire - Supplies	9,908	2,651	4,931	5,000	7,000	2,000
255-5290	Foreign Fire - Other General Expenses	663	4,202	4,900	5,000	5,000	-
255-5400	Foreign Fire - Repairs	2,976	1,112	4,800	5,000	6,000	1,000
255-5500	Foreign Fire - Equipment	11,025	33,605	9,800	10,000	20,000	10,000
255-5800	Foreign Fire - Capital	-	20,000	13,000	13,000	10,000	(3,000)
	Total Foreign Fire Expenditures	<u>27,751</u>	<u>61,570</u>	<u>43,391</u>	<u>44,000</u>	<u>57,000</u>	<u>13,000</u>
	Revenues Less Expenditures	16,927	(12,236)	6,933	1,000	-	<u>\$ (1,000)</u>
	Fund Balance Beginning	<u>49,442</u>	<u>66,369</u>	<u>54,133</u>	<u>54,133</u>	<u>61,066</u>	
	Projected Ending Fund Balance	<u>\$ 66,369</u>	<u>\$ 54,133</u>	<u>\$ 61,066</u>	<u>\$ 55,133</u>	<u>\$ 61,066</u>	

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**Motor Fuel Tax Fund**

This fund is used to account for the proceeds received from the State for the City's share of motor fuel taxes. Spending within this fund is restricted by state regulations. Generally speaking, expenditures are for the maintenance and improvement of City streets. The City annually prepares a plan for the subsequent year's spending which is then submitted to the state for approval.

**City of Berwyn  
Motor Fuel Tax Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
215-4250	MFT - Reimbursements	\$ 136,298	\$ -	\$ -	\$ -	\$ -	\$ -
215-4410	MFT - State Allotment	1,483,957	1,465,605	1,124,728	1,504,600	1,700,000	195,400
215-4800	MFT - Interest Income	7,495	24,216	37,905	12,838	35,000	22,162
	<b>Total MFT Revenues</b>	<u>1,627,750</u>	<u>1,489,821</u>	<u>1,162,633</u>	<u>1,517,438</u>	<u>1,735,000</u>	<u>217,562</u>
<b>Expenditures</b>							
215-5205	MFT - Utilities	\$ 333,593	\$ 336,671	\$ 468,523	\$ 425,100	\$ 366,000	\$ (59,100)
215-5225-05	MFT - Rock Salt	195,790	147,007	168,993	247,000	247,000	-
215-5290	MFT - Other General	100,000	-	-	-	-	-
215-5300	MFT - Professional services	6,003	3,369	105,616	-	58,012	58,012
215-5400	MFT - Repair & Maintenance	-	8,193	-	-	-	-
215-5400-02	MFT - Repair & Maintenance Street/Sidewalk	-	-	-	367,000	417,000	50,000
215-5400-03	MFT - Repair & Maintenance Traffic Control	223,673	363,299	493,020	259,387	388,722	129,335
215-5800	MFT - Capital Projects (Project Construction)	344,017	560,200	-	218,000	218,000	-
	<b>Total MFT Expenditures</b>	<u>1,203,076</u>	<u>1,418,739</u>	<u>1,236,152</u>	<u>1,516,487</u>	<u>1,694,734</u>	<u>178,247</u>
	<b>Revenues less Expenditures</b>	424,674	71,082	(73,519)	951	40,266	<u>\$ 39,315</u>
	<b>Fund Balance Beginning</b>	<u>1,230,793</u>	<u>1,655,467</u>	<u>1,726,549</u>	<u>1,726,549</u>	<u>1,653,030</u>	
	<b>Projected Ending Fund Balance</b>	<u>\$ 1,655,467</u>	<u>\$ 1,726,549</u>	<u>\$ 1,653,030</u>	<u>\$ 1,727,500</u>	<u>\$ 1,693,296</u>	

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**South Berwyn Corridor  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the South Berwyn TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
South Berwyn TIF Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
220-4000	Property Taxes - South Berwyn TIF	\$ 511,510	\$ 641,784	\$ 916,224	\$ 622,591	\$ 929,192	\$ 306,601
220-4800	Interest Income	369	450	443	-	-	-
220-4835	Miscellaneous Revenue	-	-	-	124,493	-	(124,493)
	Total South Berwyn TIF Revenues	<u>511,879</u>	<u>642,234</u>	<u>916,667</u>	<u>747,084</u>	<u>929,192</u>	<u>182,108</u>
<b>Expenditures</b>							
220-5200	TIF Management Services - BDC	\$ 58,787	\$ 76,860	\$ 94,997	\$ 94,997	\$ 114,654	\$ 19,657
220-5700	Sedgwick Project Installment Note - Principal	155,161	155,161	155,161	155,161	-	(155,161)
220-5705	Sedgwick Project Installment Note - Interest	24,438	15,130	5,819	5,819	-	(5,819)
220-5800	South Berwyn Corridor TIF - Expenses	5,741	87,418	23,092	-	123,334	123,334
220-5900	Transfer to Bond & Interest for Garage Debt	455,678	455,080	454,679	454,679	536,167	81,488
	Total South Berwyn TIF Expenditures	<u>699,805</u>	<u>789,649</u>	<u>733,748</u>	<u>710,656</u>	<u>774,155</u>	<u>63,499</u>
	Revenues less Expenditures	(187,926)	(147,415)	182,919	36,428	155,037	<u>\$ 118,609</u>
	Fund Balance Beginning	<u>2,157</u>	<u>(185,769)</u>	<u>(333,184)</u>	<u>(333,184)</u>	<u>(150,265)</u>	
	Projected Ending Fund Balance	<u>\$ (185,769)</u>	<u>\$ (333,184)</u>	<u>\$ (150,265)</u>	<u>\$ (296,756)</u>	<u>\$ 4,772</u>	

**City of Berwyn  
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**Harlem Avenue  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Harlem Avenue TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 1, 2012. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
Harlem TIF  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
223-4000	Property Taxes - Harlem Ave.	\$ 552,903	\$ 725,304	\$ 1,086,749	\$ 748,091	\$ 1,119,351	\$ 371,260
223-4800	Interest Income	1,305	719	655	-	-	-
	Total Harlem TIF Revenues	<u>554,208</u>	<u>726,023</u>	<u>1,087,404</u>	<u>748,091</u>	<u>1,119,351</u>	<u>371,260</u>
<b>Expenditures</b>							
223-5200	TIF Management Services - BDC	\$ 545,921	\$ 235,156	\$ 353,193	\$ 353,193	\$ 663,845	\$ 310,652
223-5700	TIF Principal Expenses	94,603	98,843	103,272	103,272	109,089	5,817
223-5705	TIF Interest Expenses	78,560	74,320	69,891	69,891	64,074	(5,817)
223-5800	Harlem Avenue - TIF Expenses	204,615	105,266	237,106	221,735	300,471	78,736
	Total Harlem TIF Expenditures	<u>923,699</u>	<u>513,585</u>	<u>763,462</u>	<u>748,091</u>	<u>1,137,479</u>	<u>389,388</u>
	Revenues less Expenditures	(369,491)	212,438	323,942	-	(18,128)	<u>\$ (18,128)</u>
	Fund Balance Beginning	<u>(143,074)</u>	<u>(512,565)</u>	<u>(300,127)</u>	<u>(300,127)</u>	<u>23,815</u>	
	Projected Ending Fund Balance	<u>\$ (512,565)</u>	<u>\$ (300,127)</u>	<u>\$ 23,815</u>	<u>\$ (300,127)</u>	<u>\$ 5,687</u>	

**City of Berwyn  
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**Roosevelt Road  
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Roosevelt Road TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn  
Roosevelt TIF  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
230-4000	Property Taxes - Roosevelt Road	\$ 101,792	\$ 557,520	\$ 587,896	\$ 508,267	\$ 605,533	\$ 97,266
230-4800	Interest Income	<u>58</u>	<u>340</u>	<u>681</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Roosevelt TIF Revenues	<u>101,850</u>	<u>557,860</u>	<u>588,577</u>	<u>508,267</u>	<u>605,533</u>	<u>97,266</u>
<b>Expenditures</b>							
230-5200	TIF Management Services - BDC	\$ 30,529	\$ 182,387	\$ 281,310	\$ 317,271	\$ -	\$ (317,271)
230-5705	TIF Interest Expenses	-	-	47,500	-	15,000	15,000
230-5800	Roosevelt Road - TIF Expenses	52,265	-	359,119	-	123,334	123,334
230-5900	Transfer to Bond and Interest	<u>287,559</u>	<u>282,619</u>	<u>277,434</u>	<u>277,434</u>	<u>293,395</u>	<u>15,961</u>
	Total Roosevelt TIF Expenditures	<u>370,353</u>	<u>465,006</u>	<u>965,363</u>	<u>594,705</u>	<u>431,729</u>	<u>(162,976)</u>
	Revenues less Expenditures	(268,503)	92,854	(376,786)	(86,438)	173,804	<u>\$ 260,242</u>
	Fund Balance Beginning	<u>558,137</u>	<u>289,634</u>	<u>382,488</u>	<u>382,488</u>	<u>5,702</u>	
	Projected Ending Fund Balance	<u>\$ 289,634</u>	<u>\$ 382,488</u>	<u>\$ 5,702</u>	<u>\$ 296,050</u>	<u>\$ 179,506</u>	

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Capital Projects Fund**

The City has established a Capital Projects Fund. This fund was established to account for the proceeds from various bond issuances. The attached budget represents an annualized department budget for all expenditures which are anticipated to be funded with debt proceeds.

**City of Berwyn  
Capital Projects Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
400-26-4250	Public Works - Reimbursements	\$ 169,799	\$ -	\$ -	\$ -	\$ -	\$ -
400-4800	Interest Income	2,202	2,447	2,484	2,000	-	(2,000)
	<b>Total Capital Projects Revenues</b>	<u>172,001</u>	<u>2,447</u>	<u>2,484</u>	<u>2,000</u>	<u>-</u>	<u>(2,000)</u>
<b>Expenditures</b>							
400-16-5800	IT Capital	\$ -	\$ -	\$ 10,073	\$ 125,000	\$ -	\$ (125,000)
400-18-5800	Fire Capital	-	158,042	-	54,000	130,000	76,000
400-20-5800	Police Capital	-	346,550	233,811	343,050	209,500	(133,550)
400-26-5800	Public Works Capital	-	-	59,551	65,000	310,500	245,500
400-26-5800-31	Capital Outlay 2012 Bond Issue	-	26,208	-	265,000	-	(265,000)
400-32-5800	Recreation Capital	-	29,556	-	-	100,000	100,000
	<b>Total Capital Projects Expenditures</b>	<u>-</u>	<u>560,356</u>	<u>303,435</u>	<u>852,050</u>	<u>750,000</u>	<u>(102,050)</u>
	<b>Revenues Less Expenditures</b>	172,001	(557,909)	(300,951)	(850,050)	(750,000)	<u>\$ 100,050</u>
	<b>Net Assets Beginning</b>	<u>1,453,149</u>	<u>1,625,150</u>	<u>1,067,241</u>	<u>1,067,241</u>	<u>766,290</u>	
	<b>Projected Ending Net Assets</b>	<u>\$ 1,625,150</u>	<u>\$ 1,067,241</u>	<u>\$ 766,290</u>	<u>\$ 217,191</u>	<u>\$ 16,290</u>	

**City of Berwyn  
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**Debt Service Fund**

The Debt Service Fund is used to accumulate resources for the repayment of the City's long-term obligations, including general obligation debt. As a home-rule municipality, the City is not subject to debt limits.

**City of Berwyn  
Debt Service Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
300-4000	Bond & Interest - Property Tax Revenue	\$ 6,204,391	\$ 6,479,576	\$ 6,814,060	\$ 6,603,160	\$ 7,103,161	\$ 500,001
300-4800	Interest Income	487	1,412	1,682	500	1,000	500
300-4915	Bond/Line of Credit Proceeds	19,005,000	-	15,000,000	15,375,000	-	(15,375,000)
300-4917	Bond Premiums	2,278,565	-	-	-	-	-
300-4900	Transfer from Other Funds	5,752,329	4,033,815	5,132,113	4,906,183	5,205,370	299,187
	<b>Total Debt Service Revenues</b>	<u>33,240,772</u>	<u>10,514,803</u>	<u>26,947,855</u>	<u>26,884,843</u>	<u>12,309,531</u>	<u>(14,575,312)</u>
<b>Expenditures</b>							
300-5200	Administrative Expenses	\$ 1,500	\$ 66,790	\$ 61,417	\$ 52,500	\$ 115,000	\$ 62,500
300-5700	Principal Expense	-	-	138,903	-	156,440	156,440
300-5705	Interest Expense	6,105	21,230	66,137	-	7,999	7,999
300-5700-02	Principal G.O. Bonds Series 1999/2009 Series	1,880,000	1,965,000	2,055,000	2,055,000	-	(2,055,000)
300-5705-02	Interest G.O. Bonds Series 1999/2009 Series	224,250	160,800	82,200	82,200	-	(82,200)
300-5700-04	Principal G.O. Bonds Series 2002A	415,000	-	-	-	-	-
300-5705-07	Interest G.O. Bond Series 2007A	1,408,250	439,931	400,750	400,750	-	(400,750)
300-5700-08	Principal G.O. Bond Series 2007B	1,600,000	1,675,000	1,760,000	1,760,000	2,657,875	897,875
300-5705-08	Interest G.O. Bond Series 2007B	1,060,523	969,643	874,001	874,001	772,096	(101,905)
300-5700-09	Principal G.O. Bond Series 2008	-	-	85,000	85,000	-	(85,000)
300-5705-09	Interest G.O. Bond Series 2008	360,273	360,273	360,273	360,273	-	(360,273)
300-5705-10	Interest G.O. Bonds Series 2009	245,338	16,388	16,388	16,388	16,388	-
300-5700-11	Principal G.O. Bonds Series 2010	175,000	175,000	175,000	175,000	200,000	25,000
300-5705-11	Interest G.O. Bonds Series 2010	409,219	374,969	367,979	367,979	362,500	(5,479)
300-5705-12	Interest G.O. Bonds Series 2011	235,350	235,350	235,350	235,350	235,350	-
300-5705-13	Interest G.O. Bonds Series 2012	277,595	277,595	277,595	277,595	277,595	-
300-5705-14	Interest G.O. Bonds Series 2013A	285,250	285,250	285,250	285,250	285,250	-
300-5700-15	Principal G.O. Bonds Series 2013B	-	-	15,250,000	15,250,000	-	(15,250,000)
300-5705-15	Interest G.O. Bonds Series 2013B	1,341,675	1,341,675	1,341,675	1,341,675	-	(1,341,675)
300-5705-16	Interest G.O. Bonds Series 2014	213,500	213,500	213,500	213,500	213,500	-
300-5705-17	Interest G.O. Bonds Series 2015A	1,629,263	1,629,263	1,629,263	1,629,263	1,629,263	-
300-5705-18	Interest G.O. Bonds Series 2015B	189,619	189,094	189,094	189,094	189,094	-
300-5700-20	Principal G.O. Bonds Series 2016A	-	225,000	205,000	205,000	270,000	65,000
300-5705-20	Interest G.O. Bonds Series 2016A	-	966,433	904,025	904,025	895,825	(8,200)
300-5705-21	Interest G.O. Bonds Series 2019A	-	-	-	-	3,624,228	3,624,228
300-5790	Bond Issue Costs	266,895	-	-	125,000	-	(125,000)
300-5905	Transfer to Escrow	21,016,667	-	-	-	-	-
	<b>Total Debt Service Expenditures</b>	<u>33,241,272</u>	<u>11,588,184</u>	<u>26,973,800</u>	<u>26,884,843</u>	<u>11,908,403</u>	<u>(14,976,440)</u>
	<b>Revenues Less Expenditures</b>	(500)	(1,073,381)	(25,945)	-	401,128	\$ 401,128
	<b>Fund Balance Beginning</b>	<u>1,138,754</u>	<u>1,138,254</u>	<u>64,873</u>	<u>64,873</u>	<u>38,928</u>	
	<b>Projected Ending Fund Balance</b>	<u>\$ 1,138,254</u>	<u>\$ 64,873</u>	<u>\$ 38,928</u>	<u>\$ 64,873</u>	<u>\$ 440,056</u>	

**City of Berwyn  
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**Utilities Fund**

This fund is used to pay for the City's water, sewer, and garbage operations. Revenues primarily represent charges for services paid by water, sewer, and garbage customers. Expenses represent the costs of providing water, sewer, and garbage service within the City's boundaries.

**City of Berwyn  
2019  
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**Utilities Fund**

**PROGRAM MANAGER:** Director of Public Works

**PROGRAM DESCRIPTION:**

The Water and Sewer Division provides the community with safe, high quality drinking water at adequate pressure and sewage removal in an efficient manner 24 hours a day, 365 days a year.

**SERVICES:**

 **Administration**

- Management of 18 full time employees
- Management of the yearly budget for the Water and Sewer Division
- Coordination of all calls for service.
- Monitors construction and grant permits for utility cuts in the City right-of-way.
- Work with other City departments to ensure safety and efficient distribution of drinking water.
- Supervision of daily operations of all services provided by the Division

 **Water Maintenance**

- Operate and maintain two pumping distribution facilities.
- Operate and maintain four water storage structures including in-ground and elevated tanks.
- Maintain water distribution system and adequate and safe pressures.
- Monitor water quality to meet or exceed all federal and state requirements.
- Repair all distribution equipment including valves, hydrants and water mains.
- Install and maintain water meter equipment.
- Provide customer service and respond to service calls.

 **Sewer Maintenance**

- Maintain combined sewer collection system and repair or replace as needed.
- Clean and maintain storm inlets and catch basins.
- Inoculate catch basins with larvacide for mosquito control.
- Provide customer service and respond to service calls.

City of Berwyn  
Utilities Fund  
2019 Budget

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
<b>Water and Sewer Revenues</b>							
500-4275	Water Sales - Commercial	\$ 3,426,360	\$ 3,294,270	\$ 3,782,907	\$ 3,667,217	\$ 4,283,000	\$ 615,783
500-4280	Water Sales - Residential	6,739,425	6,578,680	7,132,121	7,183,433	7,042,000	458,567
500-4290	Sales Meter	37,306	30,588	58,234	35,000	60,000	25,000
500-4355	Fines, Other	921,100	1,079,809	1,807,884	935,815	1,450,000	514,185
500-4400	Grant Revenue	65,877	-	-	-	-	-
500-4800	Interest Income	4,080	3,019	1,403	2,000	2,000	-
500-4835	Miscellaneous	2,900	33,960	35,307	2,500	30,000	27,500
500-4900	Transfer from Other Funds	455,191	501,557	-	-	-	-
	Total Water and Sewer Revenues	11,852,299	11,521,883	12,817,856	11,825,965	13,467,000	1,641,035
<b>Garbage Revenues</b>							
500-36-4300	Fees - Garbage	\$ 4,788,785	\$ 4,787,101	\$ 4,851,493	\$ 4,859,663	\$ 4,890,000	\$ 337
500-36-4355	Fines - Garbage	231,167	124,349	180,785	224,256	175,000	(49,256)
	Total Garbage Revenues	5,019,952	4,911,450	5,032,278	5,083,919	5,035,000	(48,019)
	Total Utilities Fund Revenues	16,872,251	16,433,333	17,830,134	16,909,884	18,502,000	1,592,116
<b>Expenditures</b>							
<b>Water and Sewer Expenditures</b>							
500-44-5000	Water and Sewer - Salaries	\$ 1,223,298	\$ 1,203,382	\$ 1,248,339	\$ 1,264,874	\$ 1,279,337	\$ 14,463
500-44-5010	Water and Sewer - Overtime	105,776	94,654	130,850	105,000	125,000	20,000
500-44-5015	Water and Sewer - Uniform Stipend	6,349	8,990	15,838	8,250	12,000	3,750
500-44-5025	Water and Sewer - Other Stipends	7,884	8,984	9,084	9,200	9,200	-
500-44-5030	Water and Sewer - Sick Day Buyback	76,829	30,117	23,437	31,488	29,772	(1,716)
500-44-5035	Water and Sewer - Benefits	837,082	852,558	811,676	792,262	807,196	14,934
500-44-5205	Water and Sewer - Utilities	61,909	72,082	49,778	75,000	75,000	-
500-44-5210	Water and Sewer - Vehicle Gas and Oil	69,404	42,472	48,000	60,000	55,000	(5,000)
500-44-5215	Water and Sewer - Telephone	7,501	-	628	8,500	8,500	-
500-44-5220	Water and Sewer - Training, Dues & Publications	709	495	735	4,000	4,000	-
500-44-5225	Water and Sewer - Supplies	408,694	296,825	288,539	453,000	432,000	(21,000)
500-44-5235	Water and Sewer - Postage & Printing	50,823	52,611	51,509	51,000	52,000	1,000
500-44-5290	Water and Sewer - Other General Expenses	345	3,490	4,822	5,000	5,000	-
500-44-5300	Water and Sewer - Professional Services	310,098	262,627	390,362	307,350	311,350	4,000
500-44-5400	Water and Sewer - Repairs & Maintenance	85,774	71,544	84,347	90,000	90,000	-
500-44-5405	Water and Sewer - Copier Maintenance	955	1,265	1,103	2,000	2,000	-
500-44-5500	Water and Sewer - Equipment	8,375	-	-	5,000	5,000	-
500-44-5505	Water and Sewer - Equipment Lease	28,432	33,429	24,849	115,000	10,000	(105,000)
500-44-5600	Water and Sewer - Cost of Water	6,529,507	6,584,208	7,209,617	6,936,258	7,353,809	415,551
500-44-5605	Water and Sewer - Water Chemical Treatment	1,477	22,106	22,895	20,000	25,000	5,000
500-44-5625	Water and Sewer - Internal Service Fund	418,629	39,781	207,672	96,908	96,908	-
500-44-5690	Water and Sewer - Interdepartmental Charge	1,138,289	1,204,223	1,250,000	1,250,000	1,250,000	-
500-44-5705	Water and Sewer - Interest Expense	285,150	331,416	344,038	344,038	338,788	(5,250)
500-44-5710	Water and Sewer - Bad Debt Expense	147,257	208,380	258,321	55,000	275,000	220,000
500-5790	Water and Sewer - Bond Issuance Cost	27,757	-	-	-	-	-
500-44-5800	Water and Sewer - Capital Outlay	1,291	(1,291)	482,125	500,000	595,000	95,000
500-44-5800-41	Water and Sewer - Residential Flood Mitigation Program	154,908	121,475	55,625	250,000	175,000	(75,000)
500-44-5850	Water and Sewer - Depreciation	3,861,695	2,504,233	2,499,225	-	-	-
	Total Water and Sewer Expenditures	15,855,907	14,052,458	15,423,214	12,841,128	13,421,860	580,732
<b>Garbage Expenditures</b>							
500-36-5300	Garbage - Professional Services	\$ 4,498,022	\$ 4,574,242	\$ 4,605,752	\$ 4,587,924	\$ 4,596,000	\$ 8,076
	Total Garbage Expenditures	4,498,022	4,574,242	4,605,752	4,587,924	4,596,000	8,076
	Total Utilities Fund Expenditures	20,354,019	18,626,698	20,028,966	17,429,052	18,017,860	588,808
	Revenues Less Expenditures	(3,681,768)	(2,193,365)	(2,198,832)	(519,168)	484,140	\$ 1,003,308
	Net Assets Beginning (As Restated)	18,010,393	15,328,625	13,135,260	13,135,260	10,936,428	
	Projected Ending Net Assets	\$ 15,328,625	\$ 13,135,260	\$ 10,936,428	\$ 12,616,092	\$ 11,420,568	

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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## **Parking Garage Fund**

This fund is used to account for the City's municipal parking garage. Revenues primarily represent charges for services paid by customers parking in the garage. Expenses represent the costs of operating and maintaining the garage.

**City of Berwyn  
Parking Garage Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
550-4120	Permits - Commuter Parking	\$ 43,125	\$ 44,625	\$ 48,000	\$ 45,000	\$ 45,000	\$ -
550-4210	Commuter Permits	138,241	127,788	117,580	127,500	120,000	(7,500)
550-4815	Retail Rent	50,000	53,200	52,500	52,000	55,000	3,000
	Total Parking Garage Revenues	<u>231,366</u>	<u>225,613</u>	<u>218,080</u>	<u>224,500</u>	<u>220,000</u>	<u>(4,500)</u>
<b>Expenditures</b>							
550-5205	Utilities	\$ 19,592	\$ 14,010	\$ 21,043	\$ 20,000	\$ 22,500	\$ 2,500
550-5225	Supplies	319	4,608	355	1,000	1,000	-
550-5300	Professional Services	12,460	3,173	26,550	35,000	30,000	(5,000)
550-5400	Repairs & Maintenance	28,225	18,591	8,044	25,000	25,000	-
550-5625	Internal Service Charges	5,564	325	2,488	1,230	1,230	-
550-5850	Depreciation	233,231	233,231	233,231	-	-	-
	Total Parking Garage Expenditures	<u>299,391</u>	<u>273,938</u>	<u>291,711</u>	<u>82,230</u>	<u>79,730</u>	<u>(2,500)</u>
	Revenues Less Expenditures	(68,025)	(48,325)	(73,631)	142,270	140,270	<u>\$ (2,000)</u>
	Net Assets Beginning	<u>10,177,170</u>	<u>10,109,145</u>	<u>10,060,820</u>	<u>10,060,820</u>	<u>9,987,189</u>	
	Projected Ending Net Assets	<u>\$ 10,109,145</u>	<u>\$ 10,060,820</u>	<u>\$ 9,987,189</u>	<u>\$ 10,203,090</u>	<u>\$ 10,127,459</u>	

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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## **Internal Service Fund**

The Internal Service Fund is used to account for the City's self insurance pool. The City is self insured for workmen's compensation as well as general liability coverage. Interfund charges represent charges to other City funds for insurance coverage. The interfund charges are allocated back to other departments based on a five-year trend of claims incurred for workmen's compensation and based on department total expenditures for general liability insurance coverage.

**City of Berwyn  
Internal Service Fund  
2019 Budget**

Account Number	Account Name	2016 Balance	2017 Balance	2018 Projected	2018 Budget	2019 Budget	Requested Budget Change
<b>Revenues</b>							
600-4250	Reimbursements	\$ 669	\$ -	\$ -	\$ -	\$ -	\$ -
600-4302	Interfund Charges	2,365,654	520,266	1,763,093	924,110	924,110	-
600-4800	Interest Income	125	373	-	-	-	-
	Total Revenues	<u>2,366,448</u>	<u>520,639</u>	<u>1,763,093</u>	<u>924,110</u>	<u>924,110</u>	<u>-</u>
<b>Expenditures</b>							
600-5630	Premiums - Liability Insurance	\$ 315,195	\$ 306,880	\$ 293,215	\$ 290,934	\$ 296,500	\$ 5,566
600-5640	Premiums - Property Insurance	140,922	127,468	127,513	134,831	125,000	(9,831)
600-5645	Premiums - Workmen's Compensation	176,211	173,562	176,365	187,096	180,000	(7,096)
600-5650	Claims - General Liability	(194,384)	19,877	254,754	154,721	100,000	(54,721)
600-5655	Claims - Workmen's Compensation	1,830,643	1,070,607	825,877	994,528	840,000	(154,528)
	Total Expenditures	<u>2,268,587</u>	<u>1,698,394</u>	<u>1,677,724</u>	<u>1,762,110</u>	<u>1,541,500</u>	<u>(220,610)</u>
	Revenues Less Expenditures	97,861	(1,177,755)	85,369	(838,000)	(617,390)	<u>\$ 220,610</u>
	Net Assets (Deficit) Beginning	<u>1,614,352</u>	<u>1,712,213</u>	<u>534,458</u>	<u>534,458</u>	<u>619,827</u>	
	Projected Ending Net Assets (Deficit)	<u>\$ 1,712,213</u>	<u>\$ 534,458</u>	<u>\$ 619,827</u>	<u>\$ (303,542)</u>	<u>\$ 2,437</u>	

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Appendix A**

**Fund Accounting** – A governmental accounting system that is organized and operated on a fund basis.

**Fund Balance** – The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an “unrestricted fund balance”.

**Fund Type** – In governmental accounting, all funds are classified into eight types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

**General Accepted Accounting Principles (GAAP)** – Uniform minimum standard of guidelines to financial accounting and reporting. They govern the form and content the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

**GFOA** – Government Finance Officers Association. A professional organization for employees in the government finance industry.

**Grant** – A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from the state and federal governments.

**Home Rule** – It enables voters to adopt a home rule charter that acts as the city's basic governing document over local issues; however, state law continues to prevail over statewide concerns. The goal of municipal home rule is to facilitate local control and minimize state intervention into municipal affairs.

**IMRF** – Illinois Municipal Retirement Fund, a pension plan for employees of member cities within the State of Illinois.

**Interfund Transfers** – Amounts transferred from one fund to another.

**Internal Service Fund** – Fund used to account for the financing of goods or services provided by one department on a cost reimbursement basis. The City of Berwyn uses an internal service fund to allocate costs for workmen's compensation and general liability insurance.

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Appendix A**

**Levy** - To impose taxes, special assessments, or service charges for the support of City services.

**Liabilities** – Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

**Long Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**MABAS** – Mutual Aid Box Alarm System. This system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents.

**MFT** – Motor Fuel Tax. Represents revenues from the City's share of gasoline taxes, allotted by the state for street improvements.

**Modified Accrual Basis Accounting** – The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies and (5) principal and interest on long-term debt which are generally recognized when due.

**Property Taxes** – Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes

**Public Hearing** – The portions of open meeting held to present evidence and provide information on both sides of an issue

**Reserve** – An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**City of Berwyn  
2019  
Annual Budget**

For the Fiscal Year Beginning January 1, 2019

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**Appendix A**

**Revenues** – All amounts of money earned or received by the City from external sources. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

**Revenue Bonds** – Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

**ROI** – Return on Investment. A method to assist management decision making by evaluating the return on various investment alternatives.

**Sales Taxes** – The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate is 1% and the local home rule sales tax rate is 1%.

**Tax Base** – The total value of all real and personal property in the City as of January 1<sup>st</sup> of each year, as certified. The tax base represents the net value after all exemptions.

**Tax Levy** – The resultant product when the tax rate per one thousand dollars is multiplied by the tax base.

**Tax Rate** – A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

**Taxes** – Compulsory charges levied by a government for the purpose of financing service performed for the common benefit. The term does not include charges for services rendered only to those paying such charges, for example, water bills.

**TIF** – Tax Increment Financing – the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

**User Charges** – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

The City of Berwyn

J-2



Ruth E. Volbre  
Assistant City Administrator

A Century of Progress with Pride

February 26, 2019

To: Mayor Robert J. Lovero  
Members of City Council

Re: **Floor Mat Cleaning/Rental Contract at Berwyn City Hall and Berwyn Recreation Center**

With the floor mat rental contracts for Berwyn City Hall and the Recreation Center coming to a close shortly, City staff sought out proposals for floor mat cleaning/rentals. An RFP was drafted and an ad was posted on our website. The City Clerk received two sealed bids – Specialty Mat Services at \$557.65 every other week; Cintas at \$507.37 every other week. We are recommending the award to Cintas - the lowest bidder.

**Recommendation:** Staff recommends that council authorize City staff to execute a three year contract with Cintas for floor mat cleaning/rental services at the Berwyn City Hall and Recreation Center.

Sincerely,

A handwritten signature in blue ink that reads "Ruth E. Volbre".

---

Ruth E. Volbre – Assistant City Administrator



February 13, 2019

Ms. Ruth Volbre  
City of Berwyn  
Assistant City Administrator  
6700 West 26<sup>th</sup> Street  
Berwyn, IL 60402

RE: Floor Mat Rental and Delivery Services

Dear Ms. Volbre,

I want to begin by thanking you for including Cintas in the City of Berwyn request for proposal. Cintas is proud to present this comprehensive RFP response as it specifically relates to your needs of standardizing floor mat rental services. This is one of our core business offerings for our company and we are committed to providing you and your staff with the most professional level of service possible. We are excited at the prospect of partnering with you and look forward to presenting our capabilities to you in this RFP Process.

Ms. Volbre, we look forward to future discussions regarding our response and the needs of Berwyn. Please let me know if you have further questions or comments regarding our response and pricing proposal. My contact information is below and I can be contacted at any time.

Best regards,

**Eric Palmer**

Eric Palmer  
Regional Manager – Government  
Cintas Corporation  
812.549.5150  
[palmere@cintas.com](mailto:palmere@cintas.com)

## Cintas Executive Summary

### Terms & Conditions

Cintas will enter into agreement once a decision has been made and the contract has been awarded. Cintas will accept the terms and conditions as outlined in the RFP once our legal counsel has reviewed and approved the final agreement. I have attached and included a redlined request to the RFP document. Our hope is to discuss these requests and come to agreement on terms and conditions that fit the requests of the city, as well as Cintas.

All questions regarding this RFP response or requests for additional information should be directed to:

Eric Palmer  
Regional Manager – Government  
Cintas Corporation  
812.549.5150  
[palmere@cintas.com](mailto:palmere@cintas.com)

### Appendix

- A. Executive Summary
- B. RFP Response Document
  - a. Detailed cost sheet/bidding event response document

### Introduction to Cintas

Cintas leads the industry in supplying corporate identity uniform programs, providing entrance and logo mats, restroom supplies, promotional products, first aid, safety, fire protection products and services, and industrial carpet and tile cleaning. We operate more than 400 facilities in North America—including six manufacturing plants and eight distribution centers. Cintas provides highly specialized products and services to over 1,000,000 customers that range from independent auto repair shops to large hotel chains and many national airlines.

Cintas is committed to four core values; Environment, Diversity, Corporate Citizenship and Safety. These values and our corporate culture are the foundation of our success and providing our customers with exceptional service and value. For additional information we invite you to visit <http://www.cintas-corp.com/company/>

### U.S. Communities

Since 2012, Cintas is the U.S. Communities approved provider of Uniforms, Floor Mats, Facility Services, First Aid & Safety and Fire Protection Services. Cintas can provide the City of Berwyn a single source solution for a variety of services provided on the US Communities agreement. Our service and pricing can provide significant savings to your city.

## Customer Service Structure

At Cintas, we pride ourselves on being the best floor mat and service solutions provider and every one of our 40,000 partners (employees) is dedicated to Customer Satisfaction. But ultimately, our success is measured by your happiness with our service and attention to your needs. In the first year, we will send out a quarterly survey to benchmark our progress in completely satisfying your needs. We will also schedule annual reviews to meet live and ensure we are providing the most secure and efficient solution for your agency.

For every one of our customers we have a team of people making sure you remain a satisfied Cintas customer. Let us take a minute to describe the roles of each of these individuals.

### Major Account Manager

This role was created to better serve our government customers. The Major Account Manager is responsible for upper-level communication with the customer and opportunity development. The Major Account Manager coordinates program implementation and is the primary field contact for your account. Working with other Cintas professionals, the Major Account Manager will set the direction for the team and ensure the highest quality service and program support.

### General Manager

The General Manager of each local Cintas Office is responsible for the goodwill of their location's accounts. They are the local point of contact for any questions, concerns, changes or issues your locations might need assistance with. They assure that service is provided to each location in accordance to your agreement.

### Service Managers

A dedicated Service Manager will be assigned to manage day to day operations with regards to uniforms and floor mat services. If any issues are evident, this service manager can be contacted directly to resolve. If the Service Manager is not available, the General Manager will be available to resolve the issue. Our Sales Service Representatives report directly to the Service Manager to provide our customers with local account management and the highest quality of service.

### Sales and Service Representatives (SSR)

Service Representatives are the liaison between your individual locations and Cintas' local office. Our Service Representatives are the service experts on your individual locations. They are able to answer questions or service concerns. These partners can help address any immediate concerns.

### Local Customer Service Team

Cintas provides World Class Customer Service at each of our locations. Our normal hours of operation are 7:00 AM-5:00 PM Monday- Friday. In addition, we offer a 24-hour customer service hotline via email or 1-800 Cintas-1. Emails and voicemails are dispatched to local service centers and responded to within 24 hours.

### Customer Service

Cintas is committed to providing exceptional service in every step of our process and with each Cintas partner that you interact with. In an effort to provide ongoing service, we have developed a Customer Request System (CRF) that is in place at each of our facilities. The purpose of CRF is to document and ensure that each customer request is handled properly. The CRF system consists of four parts.

1. Customer call
  - a. All customer calls are welcomed and documented in our system
2. Plan of action to properly address the customer's concern
  - a. On the first call, an immediate plan of action is agreed upon between the customer and a full-time Cintas Customer Service Representative.
3. Response and resolution
  - a. You can be assured of a quick and timely response from our team.
4. Follow up
  - a. Cintas is committed to providing world class service to all your employees

## Implementation & Transition

Cintas will develop a roll out plan that meets the needs of each facility affiliated with this RFP. Cintas is committed to implementing a program that is seamless and free of any errors. We are committed to providing the highest level of service for the City of Berwyn.

Below is an overview that will describe the program that we employ to ensure a smooth transition with the highest of service levels.

- Site Assessments  
Cintas will conduct an assessment of each of your facilities (as needed) to determine the exact inventory levels needed to maintain sufficient inventory needs.
- Confirming Requirements  
We use a detailed checklist to make sure we understand all of your requirements for the initial implementation and discuss issues that may come up in the future. Cintas ensures that your locations will only receive services that have been authorized.
- Program Documentation  
The program will be communicated to the customer locations via a "Customer Fact Sheet." The details of the program are set up in our central computer. This serves to ensure that the service and the pricing at each of your locations conforms to the Master Service Agreement and is controlled by our Account Team.
- Program Rollout  
The program rollout is managed by our local operations team and Service Manager assigned to your program. This individual will coordinate the communication to all of your locations as detailed in the Customer Fact Sheet.
- Follow-Up  
After the program is installed at each of your locations, a series of follow-up steps takes place. Each location is contacted to ensure that they are satisfied with the installation and a variety of internal audits take place to confirm your requirements have been met. Quarterly meetings are set with the Major Account Manager to ensure your expectations are completely met on the program.

## Additional Information

### Supplier Diversity & Sustainability

Cintas is committed to having a representative supply base that is as wide and diverse as the markets in which we serve. Our dynamic Supplier Diversity program actively engages with and recruits Minority and Women owned business enterprises (M/WBE) with which to do business. Cintas holds itself accountable to create opportunities for M/WBE's to add value for our clients.

Listed below is a brief description of Cintas Supplier Diversity Program:

- Our Supplier Diversity Program reports to Cintas' Diversity Committee, which is chaired by our CEO
- We have a corporate-wide initiative to educate our partners on the importance of having a diverse supply chain.
- Look to increase the number of small, minority and woman owned businesses that provide us with products and services, while maintaining our high standards of quality, competitive pricing and customer service.
- Ensure that every small, minority and woman owned business is treated fairly during the supplier qualification process.
- Encourage and guide M/WBEs to become certified through the appropriate national organizations.

- Help M/WBEs to understand Cintas' requirements and vendor related policies and procedures.
- Dedicated partners that not only administrate our Supplier Diversity initiatives, but we also ones that highlight those initiatives and our M/WBE vendors in the sales process.

### Sustainability

Cintas is committed to improving the lives of our customers, partners and communities by integrating environmentally sustainable practices, principles and solutions across our business lines. We are focused on what call the 5 R's:

- **Reclaim** from used products/materials from their manufacturing and use them in the manufacturing of new products. Different from Reuse, where products are not destroyed and remanufactured but cleaned and repaired.
- **Reduce** the amount of energy and materials used
- How can we **restore** damaged natural, social, and economic systems in our area?
- Use an item more than once. This includes conventional **reuse** where the item is used again for the same function and **new-life reuse** where it is used for a new function.
- **Re-think** processes that produce waste

Cintas was the first uniform provider to offer washable suiting created from plastic bottles. The bottles are recycled into polyester thread which is turned into fabric. Each suit uses approximately 25 plastic bottles. In 2017 this effort alone saved over 19.5 million bottles from entering our landfills. Cintas is working to adapt this same fabric technology into other products we provide. As we continue to focus on innovation and sustainability, Cintas is currently exploring manufacturing floor mats using similar technology.

Our uniform rental and facility services operations are equally focused on sustainability. Our locations...

- Use less water and recycle water, unlike home washing systems.
- Earth-friendly wash formulas save up to 15,000 gallons of water every day.
- Our facilities use soap and water and do not involve commercial dry-cleaning materials
- Many of the Cintas chemicals used with our Sanis UltraClean Systems for our restroom, as well as cleaning chemicals offered through the SIGNET™ Cleaning Chemical Service are Green Seal Certified
- DfE Chemicals-Cleaning agents that are "Designed for the Environment" (DfE) were designed by the EPA. Cintas uses DfE chemicals in their Drain Line Maintainer Service.
- **Package-Free Products** -Our cleaning chemical dispensing platform delivers concentrated products to customers in a package-free way, which reduces the amount of packaging consumed and disposed of versus buying product at retail.
- Cintas SafeWasher -The Cintas SafeWasher uses environmentally friendly chemicals that are non-toxic and non-hazardous, and never go down the drain. Cintas does not use solvents.

Since Cintas runs several hundred routes delivering products and services to our customers each day. We realize that fuel consumption has a significant impact on our environment and part of our sustainability program is to utilize ways to minimize this impact. Cintas has incorporated the following initiatives:

- More than 75% of Cintas' 5 day routes have been geo-coded and condensed into 4-day routes. Watch Video
- Cintas recently purchased 100 new Hybrid Electric Vans to begin deploying in California - a significant first step in establishing our commitment to a greener fleet, and being socially responsible. Learn More
- Cintas has optimized the size of our trucks to minimize fuel usage.
- Cintas performs emissions tests on our vehicles as required and makes any necessary upgrades to keep vehicles compliant.
- Our company lease programs encourage hybrid auto purchase.
- Cintas has installed idle shutoff software on delivery trucks to reduce fuel consumption.

**SECTION I REQUEST FOR PROPOSAL**

**CITY HALL AND RECREATION DEPARTMENT FLOOR MAT CONTRACT**

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

**CONTRACT FOR FLOOR MAT RENTAL AND DELIVERY SERVICES**

RFP packets are available at the City Clerk's Office, City Hall, 6700 W. 26<sup>th</sup> Street, Berwyn, IL 60402 and at the City of Berwyn website: [www.berwyn-il.gov](http://www.berwyn-il.gov)

**ADDRESS PROPOSALS TO:** Attention of the City Clerk's Office, City Hall, 6700 W. 26<sup>th</sup> Street, Berwyn, IL 60402, on or before 10:00 a.m., on February 13, 2019. Proposals shall be sealed and clearly marked on the front "**Proposal for Floor Mat Rental.**" **FAXED PROPOSALS WILL NOT BE ACCEPTED.**

**PROPOSALS ARE DUE NO LATER THAN:** 10:00 a.m. on February 13, 2019. Proposers shall submit two (2) copies of their proposal to the City Clerk's Office, City Hall, 6700 W. 26<sup>th</sup> St. Bids will be opened and read aloud at 10:30 a.m. on February 13, 2019 in the second floor council chambers of City Hall.

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

**QUESTIONS:** All questions and clarifications regarding this Request for Proposal must be submitted no later than Friday, February 8, 2019 at 5 pm by e-mailing the following City Representative:

Ruth Volbre  
Assistant City Administrator  
[rvolbre@ci.berwyn.il.us](mailto:rvolbre@ci.berwyn.il.us)  
(708) 749-6433

**INDEX:**

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

## SECTION II SPECIFIC CONDITIONS AND INSTRUCTIONS FOR THIS PROPOSAL

### A. SCOPE:

The City of Berwyn is soliciting bids/price quotations for Floor Mat Rental Services for the Berwyn Recreation Center and Berwyn City Hall for approximately a three year period ending May 24, 2022. Bidders must submit written proposals according to the instructions contained within this document, discussing how they will meet the specific requirements. Specifications for floor mat rental services are found in Attachment A which must be completely filled out by the Proposer.

**\*\*No sub-contracting is allowed for this RFP\*\***

### B. PROPOSAL REQUIREMENTS:

1. If any bidder is in doubt as to the intent or meaning of any part of this Request for Proposal, the bidder must e-mail the Assistant City Administrator no later than Friday, February 8, 2019 at 5 pm.
2. Bidders are expected to be fully informed as to the conditions, requirements and specifications before submitting a proposal. The submission of a proposal by a firm implies the firm's acceptance of the terms and conditions herein, unless otherwise stated.
3. The Proposer is responsible for all costs related to the preparation of their proposal.
4. Any cost associated with the rental, delivery, and cleaning of the mats not specifically set forth in this Request for Proposal will be the responsibility of the vendor, and will be deemed included in the fees and charges bid herein.
5. The format of the firm's proposal must be consistent with the format of the specifications listed.
6. Proposed pricing and/or percentage discount shall be firm from the beginning date of the signed contract.
7. All prices/discounts shall be Freight On Board (F.O.B.) destination and shall include all charges that may be imposed in fulfilling the terms and conditions of the contract.
8. All proposals or bids must be accompanied by a bid bond, cash, or certified check made payable to the City of Berwyn in the amount of five thousand dollars (\$5,000) as a guarantee that if the Proposal is accepted, a contract will be entered into and the performance of the contract is properly secured.
9. The City of Berwyn is in no way restricted from renting mats from other vendors as needed.
10. This proposal must be summarized in letter form on the vendor's letterhead stationery. The letter must be signed by an officer of the vendor or a designated agent empowered to bind the firm in the contract offer. Acceptance or exception to our terms must be noted in the letter.

11. A complete description and specifications for the rental of mats must be included in Attachment A. This price should include the rental cost, delivery cost, cleaning cost, and any other costs associated with the rental, cleaning and delivery of the mats.
12. At least (3) references from companies or agencies that have utilized services from your company. The company's name and address, a contact name, title and phone number must be included with the reference information (Section IV).
13. A completed and signed Company Information & Signature Sheet (Section V).

**NOTE: Proposers need to submit the required information listed in the 'Proposal Requirements'. The City of Berwyn reserves the right to reject proposals that the City of Berwyn considers incomplete due to the omission of the required information or other reason.**

**C. GENERAL REQUIREMENTS:**

1. Professional workmanship shall meet or exceed existing industry standards.
2. Unless otherwise specified, the firm shall unconditionally guarantee the materials and workmanship of the rental, cleaning and delivery of the mats. If any defects or signs of deterioration are noted which in the City of Berwyn's opinion are due to a faulty product, the vendor upon notification and at his/her expense, shall replace the mat (within two (2) business days) to the complete satisfaction of the City of Berwyn. The replacement of the mat shall be made only at such time as shall be designated by the City of Berwyn as least detrimental to the operation of the City of Berwyn's business.
3. Proposers shall guarantee delivery in accordance with the delivery requirements referenced in Section II., A Scope.
4. Failure of the vendor to provide commodities within the time specified, unless extended in writing by the City of Berwyn, or failure to replace rejected commodities when so directed by the City of Berwyn shall constitute delivery failure. When such failure occurs, the City of Berwyn reserves the right to cancel or adjust the contract; whichever is in the best interest of the City of Berwyn. In either event, the City of Berwyn may purchase in the open market commodities of comparable worth to replace the articles rejected or not delivered. On all such purchases, the vendor shall reimburse the City of Berwyn, within reasonable time specified by the City of Berwyn for any expense incurred; if not cancelled, such purchases shall be deducted from the contract quantities. The City of Berwyn reserves the right to not accept commodities which do not meet the specifications, or are substandard in quality, subject to an adjustment in price to be determined by the City of Berwyn.
5. The Vendor shall be responsible for any commodities covered by this contract until delivery and installation is completed at the designated point. In addition, the Vendor shall bear all risk for rejected commodities after written notice of rejection. Rejected commodities shall be replaced by and at the expense of the Vendor after written notification of rejection.

Upon Vendor's failure to replace commodities within two (2) working days after the date of notification, the City of Berwyn may return the rejected commodities to the Vendor at the Vendor's risk and expense, or the City of Berwyn may dispose of them as its own property.

6. Failure to inspect or reject commodities shall not impose liability on the City of Berwyn if such commodities are not in accordance with the specification. All commodities delivered to the City of Berwyn shall be accepted subject to inspection and physical count.

**D. CONTRACT AWARD:**

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

**E. EVALUATION PROCESS:**

Each proposal submitted stands alone and will be evaluated on its own merits in terms of meeting the City of Berwyn's requirements and terms and conditions, pricing, and overall responsiveness to the Request for Proposal. City of Berwyn representatives may conduct discussions with any offeror who submits an acceptable or potentially acceptable proposal. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. During the course of the discussions, the evaluation committee shall not disclose any information derived from one proposal to any other offeror. City of Berwyn representatives reserve the right to request the offeror to provide additional information during this process.

### SECTION III

#### GENERAL CONDITIONS AND INSTRUCTIONS TO PROPOSERS

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

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

This document constitutes a REQUEST FOR PROPOSAL, and is thus a solicitation for responses.

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

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

#### A. CONDITIONS FOR PROPOSING

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

City Clerk's Office  
City of Berwyn  
6700 W. 26<sup>th</sup> Street  
Berwyn, IL 60402
3. **PROPOSAL DEADLINE.** Proposer shall be responsible for taking whatever measures are necessary to ensure that the proposal reaches the office of the City Clerk on or before the local time and date specified. The City of Berwyn shall not be responsible for, and may not consider, any late proposal, amendment thereto, and request for withdrawal of proposal received after the date specified. Proposals received after the time and date specified on the Request for Proposal will not be opened and will not be considered for award.
4. **PROPOSALS BINDING 60 DAYS.** Unless otherwise specified, all formal proposals submitted shall be binding for sixty (60) days following proposal date, unless the Proposer, at the City of Berwyn's request agrees in writing to an extension or contract.

5. **COMPETENCY OF PROPOSER.** No proposal may be accepted from or contract awarded to any person, firm or corporation who is in arrears or in default to the City of Berwyn, State of Illinois, or the Federal Government upon any debt or contract. Prior failure of a Proposer to perform faithfully on any previous contract or work for the City of Berwyn may be grounds for rejection. The Proposer must have not been suspended or debarred from doing business with the state and/or federal government. The Proposer, if requested, shall present evidence of performance ability and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these proposal documents. Such evidence shall be presented within a specified time and to the satisfaction of the City of Berwyn. The Proposer shall also disclose any past, current or pending lawsuits going back to 2010.
  
6. **COLLUSIVE PROPOSING.** The Proposer certifies that the proposal is made without any previous understanding, agreement or connection with any person, firm, or corporation making a proposal for the same project, without prior knowledge of competitive prices, and that the proposal is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

**B. INSURANCE**

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

- a. **Certificate of Insurance: Cancellation or Modification**

- (1) Before commencing work, the Proposer shall submit to the City of Berwyn for approval a Certificate of Insurance meeting the requirements specified herein, to be in effect for the full contract period. The City must be listed on the Certificate of Insurance.
- (2) The Proposer shall notify the City of Berwyn in writing at least thirty (30) calendar days prior to any change or cancellation of said policy or policies.
- (3) Cancellation or modification of said policy or policies shall be considered just cause for the City of Berwyn to immediately cancel the contract and/or halt work on the contract, and to withhold payment for any work performance on the contract.

- b. **Minimum Coverage**

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

<u>Type of Coverage</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
a. Comprehensive General Liability		
(1) Bodily Injury & Property Damage	\$1,000,000	\$3,000,000
b. Automobile Liability	Combined <u>Single Limit</u>	

(1) Bodily Injury & Property Damage      \$1,000,000

c. Worker's Compensation Insurance as required by Illinois state law.

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

d. Hold Harmless: Endorsement Required

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

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

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

**C. SPECIFICATIONS**

1. **FORMAL SPECIFICATIONS.** The proposer shall abide by and comply with the true intent of the specifications (i.e., not take advantage of any unintentional error or omission.) Any mention made herein of a service to be provided in accordance with laws, ordinances, etc., shall be construed as the minimum requirements of the specifications.
2. **PROPOSED ALTERNATE.** All items are to be identified in the bid document by a manufacturer's name, make model, size and other relevant identifiers. It is understood that the bidder proposes to furnish the commodity and/or service so identified by the City of Berwyn unless the bidder specifically proposes an alternate. In bidding on a proposed alternate, the bidder shall clearly state on his/her bid exactly what he/she proposes to furnish, and forward with his/her bid, a complete description of the proposed alternate, including brand, model number, drawings, performance, and test date, references and any other information necessary for a complete evaluation. Bidder shall include a statement setting forth any changes in other materials, equipment or other work which would be required by incorporation of the proposed alternate. The burden of proof of the merit of the proposed alternate is upon the Proposer.

The City of Berwyn's decision to approve or disapprove of a proposed alternate shall be final.

Floor Mats

3. **QUALIFICATIONS, CREDENTIALS AND REFERENCES.** The Proposer shall provide a description of qualification, credentials, experience, and resources as they relate to provision of the proposal. The Proposer shall also provide a list of clients for whom similar work has been performed within the last two years, including the firm, contact person, address, and phone number of each contract person.
4. **ADDENDUM TO SPECIFICATIONS.** Any substantive interpretation, correction or change of the proposal documents shall be made within an addendum. Interpretation, corrections or changes of the proposal documents made in any other manner shall not be binding. Such interpretations, corrections or changes shall not be relied upon by Proposer. Addendums shall be issued by the City of Berwyn within a reasonable time prior to the proposal date.

#### **D. SELECTION OF FIRM**

1. **REJECTION OF PROPOSALS.** The City of Berwyn reserves the right to accept or reject any or all proposals, to waive irregularities and technicalities, and/or to request re-submission. The City of Berwyn also reserves the right to reject a proposal from a Proposer who investigation shows is not in a position to satisfactorily and timely perform the contract.
2. **SELECTION.** The City of Berwyn desires to enter into negotiations and ultimately reach an agreement with a Proposer who demonstrates the best combination of attributes to conduct the project, and who also negotiates a project cost with the City of Berwyn that is fair and reasonable. The City of Berwyn may conduct discussions with any Proposer who has submitted a proposal to determine qualifications, for further consideration. Since the initial review by the City of Berwyn will be deemed preliminary in nature, the document and process will be deemed confidential until such time as the successful Proposer is selected. Criteria for selection will include but not be limited to:
  - Ability to provide the type and quality of service that best meets the needs of the City of Berwyn.
  - Organization, size, management and structure of the firm to provide service.
  - Experience and qualifications of the persons with supervisory and management assignments, especially relating to similar work assignments.
  - Satisfactory reference checks of clients on similar projects.
  - Previous and existing compliance with laws and ordinances relating to contracts with the City and to the Proposer's employment practices.
  - Whether the Proposer is in arrears, in debt on a contract or is a defaulter on a surety or other agreement with the City, State or Federal Government.
  - If a reasonable doubt arises as to Proposer's solvency, the City reserves the right to require financial information sufficient to show solvency.
  - Cost estimate; the City is not required to accept the proposal with the lowest cost estimate.

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

3. **CORRECTIONS TO SUBMITTED PROPOSALS.** Any changes that are made to this proposal using correction fluid, writing utensils, etc. before submission must be dated and initialed in each area that a change is made.
4. **PRICING REQUIREMENTS.** All pricing submitted by the bidder shall be indicated in both words and figures. (Ex. \$400.00, four hundred dollars.)
5. **PRESENTATIONS.** When required and based on evaluation of proposals submitted, the City of Berwyn may select finalists who will be required to participate in interviews, including key personnel designated for the proposal, and to make presentations regarding their qualifications and their ability to furnish the required product to best serve the needs of the City of Berwyn. Formal presentations will be scored and evaluated by the Building Director, Assistant City Administrator and staff who will make a recommendation to the City Council for final approval. Nothing in the proposal can obligate the City of Berwyn to enter into a contract.
6. **LOCAL PURCHASES.** Unless otherwise specified, cost and other considerations being equal, local firms shall be given first consideration for the project.
7. **ERRORS IN PROPOSAL.** Any ambiguity in any proposal as a result of omission, error, lack of clarity or non-compliance by the Proposer with specifications, instructions and conditions shall be construed in the light most favorable to the City of Berwyn. Changes in proposals shall be initialed and dated.

#### **E. GENERAL CONTRACT PROVISIONS**

1. **CONTRACT AWARD.** Upon the City of Berwyn's selection, between the City of Berwyn and Proposer on the work to be performed, a written award in the form of a purchase order, contract or other instrument shall result in a binding contract without further action by either party. The contract shall be on forms provided by the City of Berwyn; or if the Proposer's contract document is used, the City of Berwyn reserves the right to modify and document to conform to the request for proposal and to do so in the light most favorable to the City of Berwyn.
2. **INSURANCE.** Current Certificate of Insurance in the amounts specified shall be on file with the City of Berwyn before work can commence.
3. **AVAILABILITY OF FUNDS.** A contract shall be deemed valid only to the extent for appropriations available to each project. The City of Berwyn's extended obligation on these contracts, which envision extended funding through successive fiscal periods, shall be contingent upon actual appropriation for the following fiscal year.
4. **CONTRACT ALTERATIONS.** No alterations or variations in the terms of a contract shall be valid or binding upon the City of Berwyn unless authorized in writing by both parties.
5. **SUBLETTING OF CONTRACT.** Proposer shall not assign, transfer, convey, sublet or otherwise dispose of the contract or their right, title or interest therein, or their power to execute such contract to any other person, firm or corporation without the prior written consent of the City

of Berwyn, but in no case shall such consent relieve the Proposer from their obligations, or change the terms of the contract.

6. **CONTRACT PERIOD.** Contract shall remain in force for the full specified period and until all services have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall be met, unless:
  - a. **Extended** upon written authorization of the City of Berwyn and accepted by contractor, for a period negotiated and agreed upon by both parties, when in the best interest of the City of Berwyn.
  - b. **Terminated** due to the default, as described below, or for no reason at all, as long as the City of Berwyn gives a written 30 day notice.
  
7. **DEFAULT.** The Contract may be cancelled or annulled by the City of Berwyn in whole or in part by written notice of default to the Proposer upon non-performance, violation of contract terms, delivery failure, bankruptcy or insolvency, or the making of an assignment for the benefit of creditors. The City reserves the right to grant Contractor a specified cure period of during which to cure or remedy the default, which cure period shall be included in the written notice to default. If default is not cured within the specified time, City of Berwyn reserves the right, but is not obligated to, extend the cure period or City Berwyn may deem the contract terminated without further notice. Lack of knowledge by the contractor will in no way be cause for relief from responsibility.
  
8. **INDEMNITY.** The Proposer shall indemnify, defend and hold harmless the City of Berwyn and its officers, employees and agents from any and all liability, loss, cost, damage, and expense (including reasonable attorney's fee and court costs) resulting from, arising out of, or incurred by reason of any claims, actions, or suits based upon or alleging bodily injury including death, or property damage rising out of or resulting from Proposer's operations under this Contract, whether such operations be by the Contractor or by any Subcontractor or by anyone directly or indirectly employed by either.

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

Proposer further agrees to:

- a. Save the City of Berwyn, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance of which the Proposer is not the patentee, assignee, licensee or owner, furnished or used in the performance of the contract.
  
- b. Obtain all permits and licenses required by the city, state and federal governments and pay all related fees. The Proposer shall also comply with all laws, ordinances, rules and regulations of the City of Berwyn, State of Illinois and the Federal Government including the Prevailing Wage Act.

**NON DISCRIMINATION.** Proposer agrees to the following:

- 1) That he or she will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.
- 2) That, if he or she hires additional employees in order to perform this contract or any portion of this contract, he or she will determine the availability (in accordance with the Illinois Department of Human Rights Rules and Regulations) of minorities and women in the areas from which he or she may reasonably recruit and he or she will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by him or her or on his or her behalf, he or she will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.
- 4) That he or she will send to each labor organization or representative of workers with which he or she has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the contractor's obligations under the Act and the Department's Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with the contractor in his or her efforts to comply with the Act and Rules and Regulations, the contractor will promptly notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations under the contract.
- 5) That he or she will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Act and the Department's Rules and Regulations.
- 6) That he or she will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.
- 7) That he or she will include verbatim or by reference the provisions of this clause in every subcontract awarded under which any portion of the contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for

contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

(Source: Amended at 32 Ill. Reg. 16484, effective September 23, 2008)

**F. PAYMENT PROVISIONS**

1. **PAYMENT TERMS.** Payment may be made only after inspection and acceptance by the using department. Payment of balances shall be made only after approval and final acceptance by the City of Berwyn.
2. **INVOICING.** Following acceptance of each payment term, payment shall be made within forty-five (45) calendar days from receipt of itemized invoice. Before the City of Berwyn will pay any invoice, the invoice must include a detailed description of all charges, the proposal number, department name, dollar amount, quantity of hours worked, and any other pertinent information. Submit invoice in duplicate to:

Berwyn City Hall  
Attn: Building Director  
Charles Lazzara  
6700 W 26<sup>th</sup> Street  
Berwyn, IL 60402

Berwyn Recreation Department  
Attn: Recreation Director  
Anthony Martinucci  
6501 31<sup>st</sup> St.  
Berwyn, IL 60402

3. **WITHHOLDING PAYMENT.** Consideration for withholding payment shall include faulty materials or workmanship, failure to meet delivery deadlines, and liens that have been filed, or evidence indicating a filing of claims. In all cases, regulations and limitation by the Federal Government.
4. **TAXES.** The City of Berwyn is exempt from all Federal, State of Illinois and other State Taxes on the purchase of commodities and services used by the City of Berwyn within the State of Illinois. The Finance Department shall provide a tax exemption certification to out-of-state taxes imposed on purchases of commodities and/or services which are used within another state and are applicable and subject to payment.

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

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

**SECTION IV COMPANY REFERENCES**

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

1.    Company Name:    Horizon School  
          Company Address: 5401 South Western Avenue, Chicago, IL 60609  
          Company Contact: Rob Flick  
          Title of Contact: Director  
          Phone Number: 1-219-678-8910

2.    Company Name:    City of Chicago  
          Company Address: 1685 North Throop Street, Chicago, IL 60640  
          Company Contact: Steve Rys  
          Title of Contact: Manager of Zone 3  
          Phone Number: 1-312-446-1574

3.    Company Name:    Village of Justice  
          Company Address: 7800 Archer Road, Justice, IL 60458  
          Company Contact: Suzanne Small  
          Title of Contact: Village Manager  
          Phone Number: 1-708-458-2192

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

SECTION V COMPANY INFORMATION & SIGNATURE SHEET

Vendors must include with their submitted proposal this completed and signed Company Information & Signature Sheet and price list for the boiler required for this contract.

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

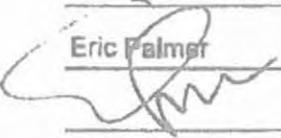
The undersigned bidder states that this bid is made in conformity with the specifications and qualifications contained herein. In the event that there are any discrepancies or differences between any conditions of the vendor's proposal and the Request for Proposal prepared by the City of Berwyn, and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

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

**Delivery:** Upon the signing of the contract between the City of Berwyn and chosen company, the vendor guarantees delivery and installation of the proposed floor mats by March 28, 2019 for City Hall and May 25, 2019 for the Recreation Center.

Name of Firm: Cintas Corporation #2

Authorized Representative: Eric Palmer

Signature of Representative: 

Title of Authorized Representative: Regional Manager

Address: 6001 W 73rd Street

City/State/Zip: Bedford Park, IL 60455

Phone Number: 812-549-5150

Fax Number: 812-213-8799

Website Address: www.cintas.com

E-Mail Address: palmere@cintas.com

Date Signed: 2/13/2019

**Addenda Form:**

The undersigned hereby acknowledges receipt of the following applicable addenda:

Addenda Number	Date
_____	_____

Floor Mats

**ATTACHMENT A**

**Floor Mat Specifications**

Item Description	Estimated Quantity	Replaced	Price Per Item	Total Amount	Location
Sani-Air Dispenser	10	Every 2 weeks	\$4.00	\$40.00	City Hall
4 x 6 Scraper Mat	1	Every 2 weeks	\$4.50	\$4.50	City Hall
4 x 6 Scraper Clean/xc	2	Every 2 weeks	\$4.50	\$9.00	City Hall
3 x 5 Scraper Step - le	2	Every 2 weeks	\$4.50	\$9.00	City Hall
3 x 5 Scraper Step - xc	4	Every 2 weeks	4.50	\$9.00	City Hall
3x4 Slate Gray Image Mat	11	Every 2 weeks	\$3.75	\$41.25	City Hall
4x6 Slate Gray Image Mat	9	Every 2 weeks	\$5.25	\$47.25	City Hall
3x10 Slate Gray Image	9	Every 2 weeks	\$6.15	\$55.35	City Hall
3x4 Confetti Super Mat	2	Every 2 weeks	\$8.25	\$16.50	City Hall
3x10 Confetti Super Mat	4	Every 2 weeks	\$10.50	\$42.00	City Hall
Linen Reusable Bag	1	Every 2 weeks	\$0.00	\$0.00	Rec. Center
Bath Towels	40	Every 2 weeks	\$0.55	\$22.00	Rec. Center
4x6 Scraper Mat	6	Every 2 weeks	\$4.50	\$27.00	Rec. Center
C Mop (handle/frame/mophead included)	4	Every 2 weeks	\$0.00	\$0.00	Rec. Center
G Mop (handle/frame/mophead included)	6	Every 2 weeks	\$0.00	\$0.00	Rec. Center
3x10 Slate Gray Image Mat	18	Every 2 weeks	\$6.15	\$110.70	Rec. Center
3x5 Coffee Mat	2	Every 2 weeks	\$6.00	\$12.00	Rec. Center
4x6 Slate Gray Image Mat	8	Every 2 weeks	\$5.25	\$42.00	Rec. Center
<b><u>Any Additional Costs</u></b>					
		<b>Total Cost:</b>		<b>\$487.55</b>	

\*Four Hundred Eighty Seven and Fifty Five



Signature: \_\_\_\_\_  
Name of Contact: Eric Palmer  
Company Address: 6001 W 73rd Street, Bedford Park  
Company Contact: Cintas Corporation #2  
Title of Contact: Regional Manager  
Phone Number: 812-549-5150  
  
Date: 2/13/2019

# Contract **Redline** Requests For:



**CITY OF BERWYN, ILLINOIS**

**Cintas**

**Facility Services/Floor Mats**

11. A complete description and specifications for the rental of mats must be included in Attachment A. This price should include the rental cost, delivery cost, cleaning cost, and any other costs associated with the rental, cleaning and delivery of the mats.
12. At least (3) references from companies or agencies that have utilized services from your company. The company's name and address, a contact name, title and phone number must be included with the reference information (Section IV).
13. A completed and signed Company Information & Signature Sheet (Section V).

**NOTE: Proposers need to submit the required information listed in the 'Proposal Requirements'. The City of Berwyn reserves the right to reject proposals that the City of Berwyn considers incomplete due to the omission of the required information or other reason.**

**C. GENERAL REQUIREMENTS:**

1. Professional workmanship shall meet or exceed existing industry standards. reasonable
2. Unless otherwise specified, the firm shall unconditionally guarantee the materials and workmanship of the rental, cleaning and delivery of the mats. If any defects or signs of deterioration are noted which in the City of Berwyn's opinion are due to a faulty product, the vendor upon notification and at his/her expense, shall replace the mat (within two (2) business days) to the ~~complete~~ reasonable satisfaction of the City of Berwyn. The replacement of the mat shall be made only at such time as shall be designated by the City of Berwyn as least detrimental to the operation of the City of Berwyn's business.
3. Proposers shall guarantee delivery in accordance with the delivery requirements referenced in Section II., A Scope.
4. Failure of the vendor to provide commodities within the time specified, unless extended in writing by the City of Berwyn, or failure to replace rejected commodities when so directed by the City of Berwyn shall constitute delivery failure. When such failure occurs, the City of Berwyn reserves the right to cancel or adjust the contract; whichever is in the best interest of the City of Berwyn. In either event, the City of Berwyn may purchase in the open market commodities of comparable worth to replace the articles rejected or not delivered. ~~On all such purchases, the vendor shall reimburse the City of Berwyn, within reasonable time specified by the City of Berwyn for any expense incurred; if not cancelled, such purchases shall be deducted from the contract quantities.~~ The City of Berwyn reserves the right to not accept commodities which do not meet the specifications, or are substandard in quality, subject to an adjustment in price to be determined by the City of Berwyn.
5. The Vendor shall be responsible for any commodities covered by this contract until delivery and installation is completed at the designated point. In addition, the Vendor shall bear all risk for rejected commodities after written notice of rejection. Rejected commodities shall be replaced by and at the expense of the Vendor after written notification of rejection.

Upon Vendor's failure to replace commodities within two (2) working days after the date of notification, the City of Berwyn may return the rejected commodities to the Vendor at the Vendor's risk and expense, or the City of Berwyn may dispose of them as its own property.

5. **COMPETENCY OF PROPOSER.** No proposal may be accepted from or contract awarded to any person, firm or corporation who is in arrears or in default to the City of Berwyn, State of Illinois, or the Federal Government upon any debt or contract. Prior failure of a Proposer to perform faithfully on any previous contract or work for the City of Berwyn may be grounds for rejection. The Proposer must have not been suspended or debarred from doing business with the state and/or federal government. The Proposer, if requested, shall present evidence of performance ability and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these proposal documents. Such evidence shall be presented within a specified time and to the satisfaction of the City of Berwyn. The Proposer shall also disclose any past, current or pending lawsuits going back to 2010, which are reasonably likely to have a material impact on Bidder's performance under this bid. Bidder is subject litigation that is not in the ordinary course of business and which is described in Bidder's 10-K and 10-Q filed with the SEC.
6. **COLLUSIVE PROPOSING.** The Proposer certifies that the proposal is made without any previous understanding, agreement or connection with any person, firm, or corporation making a proposal for the same project, without prior knowledge of competitive prices, and that the proposal is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

**B. INSURANCE**

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

a. **Certificate of Insurance: Cancellation or Modification**

- (1) Before commencing work, the Proposer shall submit to the City of Berwyn for approval a Certificate of Insurance meeting the requirements specified herein, to be in effect for the full contract period. The City must be listed on the Certificate of Insurance.
- (2) The Proposer shall notify the City of Berwyn in writing at least thirty (30) calendar days prior to any change or cancellation of said policy or policies.
- (3) Cancellation or modification of said policy or policies shall be considered just cause for the City of Berwyn to immediately cancel the contract and/or halt work on the contract, and to withhold payment for any work performance on the contract.

b. **Minimum Coverage**

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

<u>Type of Coverage</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
a. Comprehensive General Liability		
(1) Bodily Injury & Property Damage	\$1,000,000	\$3,000,000
b. Automobile Liability	Combined Single Limit	

(1) Bodily Injury & Property Damage \$1,000,000

c. Worker's Compensation Insurance as required by Illinois state law.

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

d. Hold Harmless: Endorsement Required

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

negligent

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

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

### C. SPECIFICATIONS

1. **FORMAL SPECIFICATIONS**. The proposer shall abide by and comply with the true intent of the specifications (i.e., not take advantage of any unintentional error or omission.) Any mention made herein of a service to be provided in accordance with laws, ordinances, etc., shall be construed as the minimum requirements of the specifications.
2. **PROPOSED ALTERNATE**. All items are to be identified in the bid document by a manufacturer's name, make model, size and other relevant identifiers. It is understood that the bidder proposes to furnish the commodity and/or service so identified by the City of Berwyn unless the bidder specifically proposes an alternate. In bidding on a proposed alternate, the bidder shall clearly state on his/her bid exactly what he/she proposes to furnish, and forward with his/her bid, a complete description of the proposed alternate, including brand, model number, drawings, performance, and test date, references and any other information necessary for a complete evaluation. Bidder shall include a statement setting forth any changes in other materials, equipment or other work which would be required by incorporation of the proposed alternate. The burden of proof of the merit of the proposed alternate is upon the Proposer.

The City of Berwyn's decision to approve or disapprove of a proposed alternate shall be final.

Floor Mats

3. **CORRECTIONS TO SUBMITTED PROPOSALS.** Any changes that are made to this proposal using correction fluid, writing utensils, etc. before submission must be dated and initialed in each area that a change is made.
4. **PRICING REQUIREMENTS.** All pricing submitted by the bidder shall be indicated in both words and figures. (Ex. \$400.00, four hundred dollars.)
5. **PRESENTATIONS.** When required and based on evaluation of proposals submitted, the City of Berwyn may select finalists who will be required to participate in interviews, including key personnel designated for the proposal, and to make presentations regarding their qualifications and their ability to furnish the required product to best serve the needs of the City of Berwyn. Formal presentations will be scored and evaluated by the Building Director, Assistant City Administrator and staff who will make a recommendation to the City Council for final approval. Nothing in the proposal can obligate the City of Berwyn to enter into a contract.
6. **LOCAL PURCHASES.** Unless otherwise specified, cost and other considerations being equal, local firms shall be given first consideration for the project.
7. **ERRORS IN PROPOSAL.** Any ambiguity in any proposal as a result of omission, error, lack of clarity or non-compliance by the Proposer with specifications, instructions and conditions shall be construed in the light most favorable to the City of Berwyn. Changes in proposals shall be initialed and dated.

#### **E. GENERAL CONTRACT PROVISIONS**

1. **CONTRACT AWARD.** Upon the City of Berwyn's selection, between the City of Berwyn and Proposer on the work to be performed, a written award in the form of a purchase order, contract or other instrument shall result in a binding contract without further action by either party. The contract shall be on forms provided by the City of Berwyn; or if the Proposer's contract document is used, the City of Berwyn reserves the right to modify and document to conform to the request for proposal and to do so in the light most favorable to the City of Berwyn.  
, subject to negotiation and acceptance by Proposer.
2. **INSURANCE.** Current Certificate of Insurance in the amounts specified shall be on file with the City of Berwyn before work can commence.
3. **AVAILABILITY OF FUNDS.** A contract shall be deemed valid only to the extent for appropriations available to each project. The City of Berwyn's extended obligation on these contracts, which envision extended funding through successive fiscal periods, shall be contingent upon actual appropriation for the following fiscal year.
4. **CONTRACT ALTERATIONS.** No alterations or variations in the terms of a contract shall be valid or binding upon the City of Berwyn unless authorized in writing by both parties.
5. **SUBLETTING OF CONTRACT.** Proposer shall not assign, transfer, convey, sublet or otherwise dispose of the contract or their right, title or interest therein, or their power to execute such contract to any other person, firm or corporation without the prior written consent of the City

of Berwyn, but in no case shall such consent relieve the Proposer from their obligations, or change the terms of the contract.

6. **CONTRACT PERIOD.** Contract shall remain in force for the full specified period and until all services have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall be met, unless:
  - a. **Extended** upon written authorization of the City of Berwyn and accepted by contractor, for a period negotiated and agreed upon by both parties, when in the best interest of the City of Berwyn.
  - b. **Terminated** due to the default, as described below, or for no reason at all, as long as the City of Berwyn gives a written 30 day notice.
7. **DEFAULT.** The Contract may be cancelled or annulled by the City of Berwyn in whole or in part by written notice of default to the Proposer upon non-performance, violation of contract terms, delivery failure, bankruptcy or insolvency, or the making of an assignment for the benefit of creditors. The City reserves the right to grant Contractor a specified cure period of during which to cure or remedy the default, which cure period shall be included in the written notice to default. If default is not cured within the specified time, City of Berwyn reserves the right, but is not obligated to, extend the cure period or City Berwyn may deem the contract terminated without further notice. Lack of knowledge by the contractor will in no way be cause for relief from responsibility.
8. **INDEMNITY.** The Proposer shall indemnify, defend and hold harmless the City of Berwyn and its officers, employees and agents from any and all liability, loss, cost, damage, and expense (including reasonable attorney's fee and court costs) resulting from, arising out of, or incurred by reason of any claims, actions, or suits based upon or alleging bodily injury including death, or property damage arising out of or resulting from Proposer's operations under this Contract, whether such operations be by the Contractor or by any Subcontractor or by anyone directly or indirectly employed by either.

negligent

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

Proposer further agrees to:

- a. Save the City of Berwyn, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance of which the Proposer is not the patentee, assignee, licensee or owner, furnished or used in the performance of the contract.
- b. Obtain all permits and licenses required by the city, state and federal governments and pay all related fees. The Proposer shall also comply with all laws, ordinances, rules and regulations of the City of Berwyn, State of Illinois and the Federal Government including the Prevailing Wage Act.

Floor Mats



Interchange Corporate Center  
450 Plymouth Road, Suite 400  
Plymouth Meeting, PA. 19462-1844  
Ph. (610) 832-8240

**BID BOND**

Bond Number: NA

KNOW ALL MEN BY THESE PRESENTS, that we

CINTAS CORPORATION #2  
8001 W. 73rd Street, Bedford Park, IL 60638 , as principal (the "Principal"),  
and LIBERTY MUTUAL INSURANCE COMPANY, a Massachusetts stock insurance company, as surety (the  
"Surety"), are held and firmly bound unto

CITY OF BERWYN  
6700 W. 26th Street, Berwyn, IL 60402-0701 , as obligee (the "Obligee"), in  
the penal sum of

Five Thousand and 00/100 Dollars (\$ 5,000.00 )

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our  
heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for:

Contract for Floor Mat Rental and Delivery Services - (City Hall and Recreation Department Floor Mat Contract), Berwyn, IL

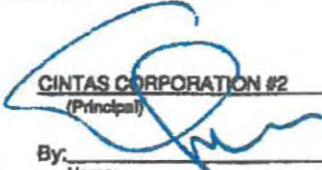
NOW, THEREFORE, if the Obligee shall accept the bid of the Principal within the period specified therein, or, if no  
period be specified, within sixty (60) days after opening, and the Principal shall enter into a contract with the  
Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding  
or contract documents, or in the event of the failure of the Principal to enter into such contract and give such  
bond or bonds, if the Principal shall pay to the Obligee the difference in money not to exceed the penal sum  
hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith  
contract with another party to perform the work covered by said bid, then this obligation shall be null and void;  
otherwise to remain in full force and effect. In no event shall the liability hereunder exceed the penal sum hereof.

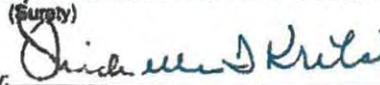
PROVIDED AND SUBJECT TO THE CONDITION PRECEDENT, that any claim by Obligee under this bond must  
be submitted in writing by registered mail, to the attention of the Surety Law Department at the address above,  
within 120 days of the date of this bond. Any suit under this bond must be instituted before the expiration of one  
(1) year from the date of this bond. If the provisions of this paragraph are void or prohibited by law, the minimum  
period of limitation available to sureties as a defense in the jurisdiction of the suit shall apply.

DATED as of this 31st day of January, 20 19

WITNESS / ATTEST:

\_\_\_\_\_

CINTAS CORPORATION #2  
(Principal)  
By:  (Seal)  
Name:  
Title:

LIBERTY MUTUAL INSURANCE COMPANY  
(Surety)  
By:  (Seal)  
Michelle D. Krebs Attorney-in-Fact

**THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.**

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 8041140

Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company West American Insurance Company

**POWER OF ATTORNEY**

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority hereto set forth, does hereby name, constitute and appoint, Elaine Harmon; Michelle D. Krebs; Thomas E. Partelli; Kimberly G. Sherrard

all of the city of Cincinnati state of OH each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 19th day of March, 2018.



The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: [Signature]  
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 19th day of March, 2018, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Upper Merion Twp., Montgomery County  
My Commission Expires March 25, 2021  
Member, Pennsylvania Association of Notaries

By: [Signature]  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV - OFFICERS - Section 12. Power of Attorney.** Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII - Execution of Contracts - SECTION 5. Surety Bonds and Undertakings.** Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation -** The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization -** By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 31st day of January, 2019



By: [Signature]  
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantee.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

The City of Berwyn



Anthony T. Bertuca  
City Attorney

J-3

A Century of Progress with Pride

March 12, 2019

To: Mayor Robert J. Lovero & City Council Members

From: Anthony Bertuca, City Attorney  
Nicole Campbell, Senior Engineer

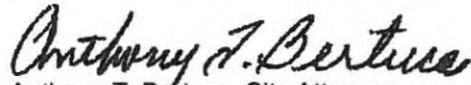
Re: Revisions to Section 462.04 Classification of License Fees

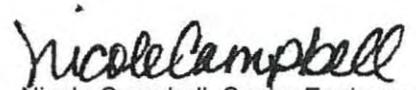
The Public Services Committee had developed revisions to the vehicle licensing fees after extensive discussions during a committee meeting. The Committee presented the fee revisions to the City Council during the last Council meeting, in which the Council concurred with the Committee's recommendations. The attached ordinance has been revised and updated to implement the changes.

**Recommendation:**

Staff recommends that the revised ordinance be approved as presented.

Sincerely,

  
Anthony T. Bertuca, City Attorney

  
Nicole Campbell, Senior Engineer

**THE CITY OF BERWYN**  
COOK COUNTY, ILLINOIS

---

**ORDINANCE**  
NUMBER

---

**AN ORDINANCE AMENDING SECTION 462.04 CLASSIFICATION OF  
LICENSE FEES AND AMENDING THE TRAFFIC CODE OF THE  
CODIFIED ORDINANCES OF THE CITY OF BERWYN**

---

**ROBERT J. LOVERO, Mayor**  
**MARGARET PAUL, City Clerk**  
**CYNTHIA GUTIERREZ, Treasurer**

**JAMES "SCOTT" LENNON**

**JOSE RAMIREZ**

**JEANINE REARDON**

**ROBERT FEJT**

**CESAR A. SANTOY**

**ALICIA RUIZ**

**RAFAEL AVILA**

**EDGAR GARCIA**

**Aldermen**

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

**AN ORDINANCE AMENDING SECTION 462.04 CLASSIFICATION OF LICENSE FEES AND AMENDING THE TRAFFIC CODE OF THE CODIFIED ORDINANCES OF THE CITY OF BERWYN**

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

**WHEREAS**, the Mayor and the City Council of the City of Berwyn (the "Corporate Authorities") has adopted a Traffic Code, which has been amended from time to time;

**WHEREAS**, the Corporate Authorities recognize that the regulations regarding vehicle licensing are important to the fabric and safety of the community and must be upheld; and

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

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

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

**Section 2:** Section 462.04, Classification of License Fees, of the Codified Ordinances of the City of Berwyn, Cook County, Illinois is hereby amended to read as follows (with proposed additions underlined and proposed deletions ~~stricken~~):

**462.04 CLASSIFICATION OF LICENSE FEES – RATE STRUCTURE**

a) For the license issued under this chapter, a fee shall be paid annually, as follows:

1) Passenger vehicles:

a. The first three vehicles registered to a single household, each **\$50**.

b. ~~For The first three -vehicles registered to a single household kept off-~~  
street between 3:00 a.m. to 6:00 a.m., each \$30.

a.c. For households with more than three registered vehicles the rates are as follows:

1. Fourth vehicle **~~\$90~~ \$200**

2. Fifth vehicle **~~\$130~~ \$240**

3. Sixth vehicle **~~\$170~~ \$280**

4. Seventh vehicle **~~\$210~~ \$320**

5. Eighth vehicle **~~\$250~~ \$360**

6. Increase by \$40 for each additional vehicle over eight.

b.a. ~~For vehicles kept off street between 3:00 a.m. to 6:00 a.m., each~~  
**~~\$30.~~**

e.d. Passenger vehicles registered to a person 65 years or older, one vehicle per household, **no fee**.

1. Second and subsequent vehicles registered to household will follow rate structure in this section.

d.e. Passenger vehicles registered to military retirees of the armed forces, one vehicle per household, **no fee**.

1. Issuance of a Retiree Military ID card or retiree military license plate from the Illinois Secretary of State as defined in the Illinois Vehicle Code is required.

2. Second and subsequent vehicles registered to household will follow rate structure in this section.

e.f. Passenger vehicles registered to disabled veterans and ex-prisoners of war, **no fee**.

1. Proper or issuance of an appropriate military license plate from the Illinois Secretary of State as defined in the Illinois Vehicle Code is required.

~~1-g.~~ Households are only eligible for a single, no fee, vehicle license per household.

2) Motorcycles, motor-tricycles or mopeds      **\$35**

3) Class B vehicles:

a. The first three vehicles registered to a single household, each \$75.

~~a-b.~~ For The first three vehicles registered to a single household kept off-street between 3:00 a.m. to 6:00 a.m., each \$55.

~~b-c.~~ For households with more than three registered vehicles the rates are as follows:

1. Fourth vehicle      ~~\$115~~\$210

2. Fifth vehicle      ~~\$155~~\$250

3. Sixth vehicle      ~~\$195~~\$290

4. Seventh vehicle      ~~\$235~~\$330

5. Eighth vehicle      ~~\$275~~\$370

6. Increase by \$40 for each additional vehicle over eight.

~~e-a.~~ For vehicles kept off street between 3:00 a.m. to 6:00 a.m., each \$55.

4) Class II vehicles:

a. This classification includes Recreational Vehicles (RV), trailers, buses and other single unit vehicles, each **\$75.**

5) Commercial Vehicles:

a. This classification includes dealer vehicles, taxis, commercial vehicles and commercial trucks greater than 8,000 pounds (classes A, C-Z), each **\$125.**

6) Municipally owned vehicles      **no fee**

- b) Vehicle owners qualifying for one free vehicle license when purchasing multiple licenses shall have the discount applied to the lesser value vehicle license as described in this section.

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

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

**Adopted** by the Mayor and City Council of the City of Berwyn, Cook County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2019, pursuant to a roll call vote, as follows:

	YES	NO	ABSENT	PRESENT
Lennon				
Ramirez				
Reardon				
Fejt				
Santoy				
Ruiz				
Avila				
Garcia				
(Mayor Lovero)				
<b>TOTAL</b>				

**Approved** by the Mayor of the City of Berwyn, Cook County, Illinois on this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
 Robert J. Lovero  
 MAYOR

ATTEST:

\_\_\_\_\_  
 Margaret Paul  
 CITY CLERK

J-4



## BERWYN PUBLIC LIBRARY

March 5, 2019

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

Dear Mayor Lovero and Members of City Council:

The Library Department is requesting authorization to advertise and replace library staff to fill a vacant position.

Library Page – part time (15 hrs. per week). This position was vacated by Athziry Gallegos

Funding for these positions is included in the FY 2019 budget. The Library Board of Trustees reviewed and approved the replacement at their February 18, 2019 regular meeting. Your consideration and concurrence of this request is appreciated.

Respectfully submitted,

Tammy Sheedy  
Interim Library Director







K-2

# Accounts Payable by G/L Distribution Report

Payment Date Range 02/28/19 - 03/13/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b>										
<b>Department 03 - City Administrator's Office</b>										
<b>Account 5220 - Training, Dues &amp; Publications</b>										
180 - West Central Municipal Conference	0009285-IN	legislative breakfast	Paid by Check # 49265		03/06/2019	03/06/2019	03/06/2019		03/13/2019	500.00
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 1	<u>500.00</u>
<b>Account 5290 - Other General Expenses</b>										
5594 - Chase	2019-00000210	Chase Credit Card Purchases	Paid by Check # 49137		03/04/2019	03/04/2019	03/04/2019		03/04/2019	636.73
								Account 5290 - Other General Expenses Totals	Invoice Transactions 1	<u>636.73</u>
<b>Account 5300 - Professional Services</b>										
2961 - Miguel A. Santiago Consulting, Inc	MARCH2019	Consulting Services Mar. 2019	Paid by Check # 49219		03/06/2019	03/06/2019	03/06/2019		03/13/2019	5,000.00
								Account 5300 - Professional Services Totals	Invoice Transactions 1	<u>5,000.00</u>
								Department 03 - City Administrator's Office Totals	Invoice Transactions 3	<u>\$6,136.73</u>
<b>Department 08 - City Council</b>										
<b>Account 5200-01 - Administrative Expenses Ward 1</b>										
5668 - James Scott Lennon	2019-00000200	Expense Reimbursement	Paid by Check # 49129		02/25/2019	02/25/2019	02/25/2019		02/28/2019	200.00
5668 - James Scott Lennon	18455	Expense Reimbursement	Paid by Check # 49202		12/31/2018	12/31/2018	12/31/2018		03/13/2019	125.00
								Account 5200-01 - Administrative Expenses Ward 1 Totals	Invoice Transactions 2	<u>\$325.00</u>
<b>Account 5200-04 - Administrative Expenses Ward 4</b>										
BERWYN PUBLIC ARTS INITIATIVE	2018-00001696	Alderman Donation / Robert W. Fejt	Paid by Check # 49267		12/31/2018	12/31/2018	12/31/2018		03/13/2019	500.00
1083 - Robert W. Fejt	2018-00001694	Expense Reimbursement	Paid by Check # 49243		12/31/2018	12/31/2018	12/31/2018		03/13/2019	2,863.17
1083 - Robert W. Fejt	2018-00001695	Expense Reimbursement	Paid by Check # 49243		12/31/2018	12/31/2018	12/31/2018		03/13/2019	146.57
								Account 5200-04 - Administrative Expenses Ward 4 Totals	Invoice Transactions 3	<u>\$3,509.74</u>
								Department 08 - City Council Totals	Invoice Transactions 5	<u>\$3,834.74</u>
<b>Department 10 - Legal</b>										
<b>Account 5110 - Adjudication Program</b>										
2077 - Patrick N. Murray	FEBRUARY2019	Legal Services Feb. 2019	Paid by Check # 49231		03/07/2019	03/07/2019	03/07/2019		03/13/2019	1,925.00
								Account 5110 - Adjudication Program Totals	Invoice Transactions 1	<u>\$1,925.00</u>
<b>Account 5300 - Professional Services</b>										
2021 - Del Galdo Law Group, LLC	22136	Legal Services Through Jan. 2019	Paid by Check # 49172		03/07/2019	03/07/2019	03/07/2019		03/13/2019	7,801.25
2021 - Del Galdo Law Group, LLC	22142	Legal Services Through Jan. 2019	Paid by Check # 49172		03/07/2019	03/07/2019	03/07/2019		03/13/2019	17,875.14
5083 - Gary T. Copp	2019-00000247	Legal Services Feb. 2019	Paid by Check # 49185		03/07/2019	03/07/2019	03/07/2019		03/13/2019	660.00
4501 - Klein, Thorpe and Jenkins, LTD.	200993	Legal Services Feb. 2019	Paid by Check # 49211		03/07/2019	03/07/2019	03/07/2019		03/13/2019	5,170.78



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<b>Fund 100 - General Fund</b>										
Department 10 - Legal										
Account 5300 - Professional Services										
2113 - Laner Muchin, Ltd.	557412	Legal Services Through Feb. 2019	Paid by Check # 49213		03/07/2019	03/07/2019	03/07/2019		03/13/2019	206.25
5601 - Servicios Fuentes LTD	2019-00000246	Legal Services Jan. & Feb. 2019	Paid by Check # 49252		03/07/2019	03/07/2019	03/07/2019		03/13/2019	1,237.50
2231 - Storino, Ramello & Durkin	77342	Legal Services Through Jan. 2019	Paid by Check # 49255		03/07/2019	03/07/2019	03/07/2019		03/13/2019	19,143.95
							Account 5300 - Professional Services Totals		Invoice Transactions 7	<u>\$52,094.87</u>
							Department 10 - Legal Totals		Invoice Transactions 8	<u>\$54,019.87</u>
Department 12 - Finance										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	960873-0	Finance Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	24.60
4961 - Chicago Office Products Co.	962596-0	Finance Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	110.67
							Account 5225 - Supplies Totals		Invoice Transactions 2	<u>\$135.27</u>
Account 5225-01 - Supplies Office										
5013 - Felicia Gunn	2019-00000242	Expense Reimbursement	Paid by Check # 49138		03/06/2019	03/06/2019	03/06/2019		03/06/2019	79.82
							Account 5225-01 - Supplies Office Totals		Invoice Transactions 1	<u>\$79.82</u>
Account 5290 - Other General Expenses										
5594 - Chase	2019-00000210	Chase Credit Card Purchases	Paid by Check # 49137		03/04/2019	03/04/2019	03/04/2019		03/04/2019	29.61
							Account 5290 - Other General Expenses Totals		Invoice Transactions 1	<u>\$29.61</u>
Sub Department 11 - Collector's Office										
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	961369-0	Collectors Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	492.26
							Account 5225 - Supplies Totals		Invoice Transactions 1	<u>\$492.26</u>
Account 5300-03 - Professional Services Service Fees										
1447 - MRA	FEBRUARY2019	Parking Tickets / Collection Fee /Local Ordinance Hearings	Paid by Check # 49221		03/04/2019	03/04/2019	03/04/2019		03/13/2019	17,799.00
							Account 5300-03 - Professional Services Service Fees Totals		Invoice Transactions 1	<u>\$17,799.00</u>
Account 5300-04 - Professional Services Vehicle Registration										
608 - Scot Decal Company, Inc.	26226	Berwyn Visitor Parking Passes	Paid by Check # 49249		03/04/2019	03/04/2019	03/04/2019		03/13/2019	11,979.30
595 - Secretary of State	2019-00000248	Third Millennium	Paid by Check # 49250		03/04/2019	03/04/2019	03/04/2019		03/13/2019	500.00
							Account 5300-04 - Professional Services Vehicle Registration Totals		Invoice Transactions 2	<u>\$12,479.30</u>
							Sub Department 11 - Collector's Office Totals		Invoice Transactions 4	<u>\$30,770.56</u>
							Department 12 - Finance Totals		Invoice Transactions 8	<u>\$31,015.26</u>



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<b>Fund 100 - General Fund</b>										
Department <b>14 - Human Resources</b>										
Account <b>5225 - Supplies</b>										
4961 - Chicago Office Products Co.	962328-0	Benefits Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	237.23
4961 - Chicago Office Products Co.	962328-1	Benefits Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	159.95
4961 - Chicago Office Products Co.	962453-0	Benefits Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	13.36
							Account <b>5225 - Supplies</b> Totals	Invoice Transactions	3	<u>\$410.54</u>
							Department <b>14 - Human Resources</b> Totals	Invoice Transactions	3	<u>\$410.54</u>
Department <b>16 - Information Technology</b>										
Account <b>5225 - Supplies</b>										
4961 - Chicago Office Products Co.	962285-0	I.T. Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	73.79
							Account <b>5225 - Supplies</b> Totals	Invoice Transactions	1	<u>\$73.79</u>
Account <b>5290 - Other General Expenses</b>										
5401 - Griffon Systems, Inc.	3223a	Cabling for City Hall Security Camera	Paid by Check # 49188		02/27/2019	02/27/2019	02/27/2019		03/13/2019	930.00
							Account <b>5290 - Other General Expenses</b> Totals	Invoice Transactions	1	<u>\$930.00</u>
Account <b>5415 - Software Maintenance</b>										
5709 - Netwrix Corporation	42803	annual software maint for netwrix	Paid by Check # 49223		02/27/2019	02/27/2019	02/27/2019		03/13/2019	1,766.00
							Account <b>5415 - Software Maintenance</b> Totals	Invoice Transactions	1	<u>\$1,766.00</u>
Account <b>5530 - Network Infrastructure</b>										
4024 - AT & T	708202001702-2	ATT Phone bills/Feb-Mar 2019	Paid by Check # 49150		02/27/2019	02/27/2019	02/27/2019		03/13/2019	2,535.59
4024 - AT & T	708788414802-1	ATT Phone bills/Feb-Mar 2019	Paid by Check # 49150		02/27/2019	02/27/2019	02/27/2019		03/13/2019	46.38
4024 - AT & T	708788324802-1	ATT Phone bills/Feb-Mar 2019	Paid by Check # 49150		02/27/2019	02/27/2019	02/27/2019		03/13/2019	46.38
4025 - AT& T	S667040040-19052	Citywide network ASE / monthly 8 sites	Paid by Check # 49151		02/27/2019	02/27/2019	02/27/2019		03/13/2019	7,482.84
4026 - AT& T	6493206403	AT&T 1G internet circuit/monthly	Paid by Check # 49152		02/27/2019	02/27/2019	02/27/2019		03/13/2019	2,128.00
5330 - AT&T Long Distance	834894336-6	Att Long Distance / Feb. 2019	Paid by Check # 49153		02/27/2019	02/27/2019	02/27/2019		03/13/2019	622.08
							Account <b>5530 - Network Infrastructure</b> Totals	Invoice Transactions	6	<u>\$12,861.27</u>
							Department <b>16 - Information Technology</b> Totals	Invoice Transactions	9	<u>\$15,631.06</u>
Department <b>17 - Administrative</b>										
Account <b>5035-01 - Benefits Health Insurance</b>										
15 - Health Care Service Corporation	2019-00000204	03/19 insurance premiums	Paid by Check # 49189		03/01/2019	03/01/2019	03/01/2019		03/13/2019	958,173.90
							Account <b>5035-01 - Benefits Health Insurance</b> Totals	Invoice Transactions	1	<u>\$958,173.90</u>



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<b>Fund 100 - General Fund</b>										
Department <b>17 - Administrative</b>										
Account <b>5035-02 - Benefits Dental Insurance</b>										
504 - AETNA	2019-00000202	03/19 insurance premiums	Paid by Check # 49142		03/01/2019	03/01/2019	03/01/2019		03/13/2019	37,220.59
								Account 5035-02 - Benefits Dental Insurance Totals	Invoice Transactions 1	<u>\$37,220.59</u>
Account <b>5035-03 - Benefits Life Insurance</b>										
16 - Dearborn National Life Insurance Company	2019-00000203	03/19 insurance premiums	Paid by Check # 49170		03/01/2019	03/01/2019	03/01/2019		03/13/2019	7,773.93
								Account 5035-03 - Benefits Life Insurance Totals	Invoice Transactions 1	<u>\$7,773.93</u>
								Department 17 - Administrative Totals	Invoice Transactions 3	<u>\$1,003,168.42</u>
Department <b>18 - Fire Department</b>										
Account <b>5220 - Training, Dues &amp; Publications</b>										
5580 - IFCA Educational and Research Foundation	FO-190065	CFO for D/C Jerry Marzullo Inv. # FO-190065	Paid by Check # 49195		02/27/2019	02/27/2019	02/27/2019		03/13/2019	3,550.00
2157 - Illinois Fire Inspectors Association	20524	IFIA 2019 Fire & Life Safety Conference	Paid by Check # 49198		02/27/2019	02/27/2019	02/27/2019		03/13/2019	325.00
4507 - NFPA	7422889X	2019 Membership Dues	Paid by Check # 49224		02/27/2019	02/27/2019	02/27/2019		03/13/2019	175.00
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 3	<u>\$4,050.00</u>
Account <b>5225 - Supplies</b>										
4961 - Chicago Office Products Co.	962177-0	Fire Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	390.50
4961 - Chicago Office Products Co.	962177-1	Fire Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	76.80
4907 - Building Services of America, LLC	57392	Hand Soap	Paid by Check # 49161		02/27/2019	02/27/2019	02/27/2019		03/13/2019	360.66
								Account 5225 - Supplies Totals	Invoice Transactions 3	<u>\$827.96</u>
Account <b>5290 - Other General Expenses</b>										
5894 - AlphaGraphics 375	94244	Color Tri-Folded Brochures	Paid by Check # 49147		02/27/2019	02/27/2019	02/27/2019		03/13/2019	315.50
1757 - Emergency Medical Products, Inc.	2051445	EKG Paper	Paid by Check # 49177		02/27/2019	02/27/2019	02/27/2019		03/13/2019	127.00
31117 - Grainger	9076242924	Fire Dept Supplies	Paid by Check # 49187		02/27/2019	02/27/2019	02/27/2019		03/13/2019	283.68
1171 - US Gas	310271	6-Medical Compressed Oxygen Cylinders	Paid by Check # 49264		02/27/2019	02/27/2019	02/27/2019		03/13/2019	101.00
4615 - Witmer Public Safety Group, Inc.	E1815265	Helmet Suspension Kits	Paid by Check # 49266		02/27/2019	02/27/2019	02/27/2019		03/13/2019	276.89
								Account 5290 - Other General Expenses Totals	Invoice Transactions 5	<u>\$1,104.07</u>
Account <b>5400-30 - Repairs &amp; Maintenance Building</b>										
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019		03/13/2019	195.83



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<b>Fund 100 - General Fund</b>										
Department <b>18 - Fire Department</b>										
Account <b>5400-30 - Repairs &amp; Maintenance Building</b>										
5100 - Algor Plumbing and Heating Supply	179769-1	Urinal Rubber Gasket	Paid by Check # 49144		02/27/2019	02/27/2019	02/27/2019		03/13/2019	9.27
1879 - Fox Valley Fire & Safety	IN00242535	Ansul Single Tank System Maintenance	Paid by Check # 49182		02/27/2019	02/27/2019	02/27/2019		03/13/2019	222.50
1879 - Fox Valley Fire & Safety	IN00242536	Ansul Single Tank System Maintenance	Paid by Check # 49182		02/27/2019	02/27/2019	02/27/2019		03/13/2019	138.35
4703 - Neptune Sewer Service	FEBRUARY2019	Power Rodding & Vacuum Services	Paid by Check # 49222		02/27/2019	02/27/2019	02/27/2019		03/13/2019	740.00
							Account <b>5400-30 - Repairs &amp; Maintenance Building</b> Totals		Invoice Transactions 5	<u>\$1,305.95</u>
							Department <b>18 - Fire Department</b> Totals		Invoice Transactions 16	<u>\$7,287.98</u>
Department <b>20 - Police Department</b>										
Account <b>5040 - Tuition Reimbursement</b>										
2000 - Carl Gray	2019-00000214	Tuition Reimbursement	Paid by Check # 49162		03/04/2019	03/04/2019	03/04/2019		03/13/2019	2,520.00
							Account <b>5040 - Tuition Reimbursement</b> Totals		Invoice Transactions 1	<u>\$2,520.00</u>
Account <b>5215-01 - Telephone In-House</b>										
4024 - AT & T	708795560102- 2	Jan. 14 - Feb. 13 2019	Paid by Check # 49150		03/04/2019	03/04/2019	03/04/2019		03/13/2019	462.07
4024 - AT & T	708788401902	Telephones	Paid by Check # 49150		03/04/2019	03/04/2019	03/04/2019		03/13/2019	1,184.10
478 - Comcast Cable	2019-00000211	Feb. 24 - Mar. 23 2019	Paid by Check # 49167		03/04/2019	03/04/2019	03/04/2019		03/13/2019	137.95
5703 - Technology Management Revolving Fund	T1921472	LEADS FIBER CIRCUITS	Paid by Check # 49258		03/04/2019	03/04/2019	03/04/2019		03/13/2019	942.00
							Account <b>5215-01 - Telephone In-House</b> Totals		Invoice Transactions 4	<u>\$2,726.12</u>
Account <b>5220 - Training, Dues &amp; Publications</b>										
30327 - Berwyn Park District	2/11/2019	Training	Paid by Check # 49157		03/04/2019	03/04/2019	03/04/2019		03/13/2019	988.00
33290 - Chicago Police Department	19-101	Training	Paid by Check # 49166		03/04/2019	03/04/2019	03/04/2019		03/13/2019	3,976.00
3668 - Cook County Animal Control	01282020	Training	Paid by Check # 49169		03/04/2019	03/04/2019	03/04/2019		03/13/2019	50.00
3935 - Fox Valley Technical College	TPB000050773 5	Training	Paid by Check # 49183		03/04/2019	03/04/2019	03/04/2019		03/13/2019	595.00
5895 - IAFCI	022519-1	Training	Paid by Check # 49193		03/04/2019	03/04/2019	03/04/2019		03/13/2019	100.00
1057 - Illinois Association of Property & Evidence Mgrs.	57455	Training	Paid by Check # 49197		03/04/2019	03/04/2019	03/04/2019		03/13/2019	375.00
1057 - Illinois Association of Property & Evidence Mgrs.	57454	Training	Paid by Check # 49197		03/04/2019	03/04/2019	03/04/2019		03/13/2019	375.00
265 - Northeast Multi-Regional Training, Inc.	249065	29479	Paid by Check # 49226		03/04/2019	03/04/2019	03/04/2019		03/13/2019	444.00



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<b>Fund 100 - General Fund</b>											
Department <b>20 - Police Department</b>											
Account <b>5220 - Training, Dues &amp; Publications</b>											
265 - Northeast Multi-Regional Training, Inc.	250107	Aux. Training	Paid by Check # 49226		03/04/2019	03/04/2019	03/04/2019		03/13/2019	328.00	
265 - Northeast Multi-Regional Training, Inc.	250106	Aux. Training	Paid by Check # 49226		03/04/2019	03/04/2019	03/04/2019		03/13/2019	130.00	
									Account <b>5220 - Training, Dues &amp; Publications</b> Totals	Invoice Transactions <b>10</b>	<b>\$7,361.00</b>
Account <b>5225 - Supplies</b>											
2578 - Aqua Chill of Chicago # 22	2253618	Water Cooler Rentals	Paid by Check # 49149		03/04/2019	03/04/2019	03/04/2019		03/13/2019	123.00	
996 - Case Lots, Inc.	7705	Cleaning Supplies	Paid by Check # 49163		03/04/2019	03/04/2019	03/04/2019		03/13/2019	768.86	
996 - Case Lots, Inc.	7709	Cleaning Supplies	Paid by Check # 49163		03/04/2019	03/04/2019	03/04/2019		03/13/2019	37.99	
									Account <b>5225 - Supplies</b> Totals	Invoice Transactions <b>3</b>	<b>\$929.85</b>
Account <b>5225-01 - Supplies Office</b>											
4961 - Chicago Office Products Co.	961092-0	Office Supplies	Paid by Check # 49165		03/04/2019	03/04/2019	03/04/2019		03/13/2019	1,525.39	
									Account <b>5225-01 - Supplies Office</b> Totals	Invoice Transactions <b>1</b>	<b>\$1,525.39</b>
Account <b>5290 - Other General Expenses</b>											
30617 - Sam's Club / Synchrony Bank	001489	Prisoner Food & Supplies	Paid by Check # 49139		02/19/2019	02/19/2019	02/19/2019		03/06/2019	522.58	
5482 - JG Uniforms	51369	Booking Officer Uniforms	Paid by Check # 49203		03/04/2019	03/04/2019	03/04/2019		03/13/2019	178.50	
1143 - Johnson, Roberts & Associates	138468	Background Investigations	Paid by Check # 49207		03/04/2019	03/04/2019	03/04/2019		03/13/2019	15.00	
5373 - Juan G. Salgado	02212019	Expense Reimbursement	Paid by Check # 49209		03/04/2019	03/04/2019	03/04/2019		03/13/2019	54.98	
									Account <b>5290 - Other General Expenses</b> Totals	Invoice Transactions <b>4</b>	<b>\$771.06</b>
Account <b>5400-30 - Repairs &amp; Maintenance Building</b>											
910 - Johnson Controls Fire Protection LP	85406623	Smoke Damper Inspection & Repairs	Paid by Check # 49135		12/31/2018	12/31/2018	12/31/2018		02/28/2019	15,975.00	
4314 - Affordable Fire Protection, Inc.	19040	Alarm System Service	Paid by Check # 49143		03/04/2019	03/04/2019	03/04/2019		03/13/2019	830.00	
162 - Jack's Rental, Inc.	77202	Stainless Steel Spreader	Paid by Check # 49201		03/04/2019	03/04/2019	03/04/2019		03/13/2019	299.00	
345 - Professional Pest Control, Inc.	2019-00000215	Exterminator Fee	Paid by Check # 49237		03/04/2019	03/04/2019	03/04/2019		03/13/2019	65.00	
1387 - Secure Solutions, Inc.	11359	Key Keeper System Repair	Paid by Check # 49251		03/04/2019	03/04/2019	03/04/2019		03/13/2019	539.00	
5658 - Specialty Mat Service	954825	Floor Mats	Paid by Check # 49253		03/04/2019	03/04/2019	03/04/2019		03/13/2019	168.48	



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<b>Fund 100 - General Fund</b>											
<b>Department 20 - Police Department</b>											
<b>Account 5400-30 - Repairs &amp; Maintenance Building</b>											
5658 - Specialty Mat Service	952584	Floor Mat Rental Ad	Paid by Check # 49253		03/04/2019	03/04/2019	03/04/2019		03/13/2019	168.48	
									<b>Account 5400-30 - Repairs &amp; Maintenance Building Totals</b>	<b>Invoice Transactions 7</b>	<b>\$18,044.96</b>
<b>Account 5400-31 - Repairs &amp; Maintenance Fleet</b>											
1678 - Mike & Sons	36274	Vehicle Maintenance	Paid by Check # 49132		02/19/2019	02/19/2019	02/19/2019		02/28/2019	360.00	
2693 - ABC Automotive Electronics	C225504	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	101.69	
2693 - ABC Automotive Electronics	C225262	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	45.00	
2693 - ABC Automotive Electronics	C225472	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	97.00	
2693 - ABC Automotive Electronics	C224488	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	520.00	
2693 - ABC Automotive Electronics	C224520	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	283.00	
5631 - Buddy Bear Car Wash	2019-Feb	145 Car Washes	Paid by Check # 49160		03/04/2019	03/04/2019	03/04/2019		03/13/2019	435.00	
84 - Cassidy Tire	816001874	New Tires & Repairs	Paid by Check # 49164		03/04/2019	03/04/2019	03/04/2019		03/13/2019	296.90	
2673 - Deece Automotive	31770	Vehicle Maintenance	Paid by Check # 49171		03/04/2019	03/04/2019	03/04/2019		03/13/2019	4,364.30	
188 - Jack Phelan	32381	Vehicle Maintenance	Paid by Check # 49200		03/04/2019	03/04/2019	03/04/2019		03/13/2019	76.64	
32052 - Just Tires	309747	New Tires & Repairs	Paid by Check # 49210		03/04/2019	03/04/2019	03/04/2019		03/13/2019	690.88	
1678 - Mike & Sons	36623	Vehicle Maintenance	Paid by Check # 49220		03/04/2019	03/04/2019	03/04/2019		03/13/2019	416.70	
									<b>Account 5400-31 - Repairs &amp; Maintenance Fleet Totals</b>	<b>Invoice Transactions 12</b>	<b>\$7,687.11</b>
<b>Account 5500 - Equipment</b>											
5893 - Rebars & Steel Company	73331	New Equipment Reimbursed thru IDOT Step Grant	Paid by Check # 49240		03/04/2019	03/04/2019	03/04/2019		03/13/2019	3,525.00	
									<b>Account 5500 - Equipment Totals</b>	<b>Invoice Transactions 1</b>	<b>\$3,525.00</b>
									<b>Department 20 - Police Department Totals</b>	<b>Invoice Transactions 43</b>	<b>\$45,090.49</b>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b>										
Department 22 - Fire & Police Commission										
Account 5290-10 - Other General Expenses Police Testing										
5619 - MacNeal Health Network	8004213	Physical Exam / Anthony Chiovari - 581813-2	Paid by Check # 49216		03/07/2019	03/07/2019	03/07/2019		03/13/2019	2,241.92
							Account 5290-10 - Other General Expenses Police Testing Totals		Invoice Transactions 1	<u>\$2,241.92</u>
							Department 22 - Fire & Police Commission Totals		Invoice Transactions 1	<u>\$2,241.92</u>
Department 24 - Building/Neighborhood Affairs										
Account 5220 - Training, Dues & Publications										
5035 - Chris Schiller	50819	Training/ Building & Fire Code	Paid by Check # 49127		02/25/2019	02/25/2019	02/25/2019		02/28/2019	316.80
							Account 5220 - Training, Dues & Publications Totals		Invoice Transactions 1	<u>\$316.80</u>
Account 5225 - Supplies										
4961 - Chicago Office Products Co.	960769-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	363.72
4961 - Chicago Office Products Co.	960949-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	209.00
4961 - Chicago Office Products Co.	961043-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	172.48
4961 - Chicago Office Products Co.	961415-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	418.93
4961 - Chicago Office Products Co.	962289-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	574.43
4961 - Chicago Office Products Co.	962478-0	Building Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	135.35
							Account 5225 - Supplies Totals		Invoice Transactions 6	<u>\$1,873.91</u>
Account 5225-01 - Supplies Office										
2504 - Felco Vending, Inc.	2019-0000205	Building Dept Office Supplies	Paid by Check # 49181		03/04/2019	03/04/2019	03/04/2019		03/13/2019	140.00
							Account 5225-01 - Supplies Office Totals		Invoice Transactions 1	<u>\$140.00</u>
Account 5300 - Professional Services										
3014 - JNC Consulting, Inc.	1212	Permit Inspections Mar. 2019	Paid by Check # 49204		03/04/2019	03/04/2019	03/04/2019		03/13/2019	2,350.00
1014 - John Tarullo	FEBRUARY2019	Plumbing Inspections Feb. 2019	Paid by Check # 49205		03/04/2019	03/04/2019	03/04/2019		03/13/2019	5,530.00
5743 - Rick Dandan	FEBRUARY2019	Consulting Services Feb. 2019	Paid by Check # 49241		03/04/2019	03/04/2019	03/04/2019		03/13/2019	8,355.00
							Account 5300 - Professional Services Totals		Invoice Transactions 3	<u>\$16,235.00</u>
Account 5400 - Repairs & Maintenance										
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019		03/13/2019	1,958.33
5264 - Dirty Deeds Environmental, LLC	2067219	Mold Remediation	Paid by Check # 49175		03/04/2019	03/04/2019	03/04/2019		03/13/2019	650.00
							Account 5400 - Repairs & Maintenance Totals		Invoice Transactions 2	<u>\$2,608.33</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b>										
				<b>Department 24 - Building/Neighborhood Affairs Totals</b>			Invoice Transactions 13		<b>\$21,174.04</b>	
Department 26 - Public Works										
Sub Department 35 - Streets										
Account 5225 - Supplies										
5705 - Josie Mora	2019-00000201	Expense Reimbursement	Paid by Check # 49130		02/25/2019	02/25/2019	02/25/2019	02/28/2019		42.00
4961 - Chicago Office Products Co.	960500-0	Public Works Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019	03/13/2019		33.10
4961 - Chicago Office Products Co.	961383-0	Traffic Engineer Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019	03/13/2019		48.12
4961 - Chicago Office Products Co.	961718-0	Traffic Engineer Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019	03/13/2019		20.79
4961 - Chicago Office Products Co.	962547-0	Traffic Engineer Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019	03/13/2019		60.57
				<b>Account 5225 - Supplies Totals</b>			Invoice Transactions 5		<b>\$204.58</b>	
Account 5300 - Professional Services										
5666 - Homer Tree Care Inc	34565	south end tree trim/removal 2018	Paid by Check # 49192		12/31/2018	12/31/2018	12/31/2018	03/13/2019		37,090.00
				<b>Account 5300 - Professional Services Totals</b>			Invoice Transactions 1		<b>\$37,090.00</b>	
Account 5400 - Repairs & Maintenance										
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019	03/13/2019		330.83
				<b>Account 5400 - Repairs &amp; Maintenance Totals</b>			Invoice Transactions 1		<b>\$330.83</b>	
Account 5400-02 - Repairs & Maintenance Street/Sidewalk										
5892 - GA Paving LLC	CB1001	Concrete Repairs	Paid by Check # 49134		12/31/2018	12/31/2018	12/31/2018	02/28/2019		28,470.15
				<b>Account 5400-02 - Repairs &amp; Maintenance Street/Sidewalk Totals</b>			Invoice Transactions 1		<b>\$28,470.15</b>	
				<b>Sub Department 35 - Streets Totals</b>			Invoice Transactions 8		<b>\$66,095.56</b>	
Sub Department 37 - Fleet										
Account 5300 - Professional Services										
1678 - Mike & Sons	36437	Vehicle Repairs	Paid by Check # 49132		02/14/2019	02/14/2019	02/14/2019	02/28/2019		959.00
				<b>Account 5300 - Professional Services Totals</b>			Invoice Transactions 1		<b>\$959.00</b>	
Account 5400 - Repairs & Maintenance										
821 - Metro Collision Service / Metro Garage, Inc.	42849	Safety Inspections	Paid by Check # 49131		02/25/2019	02/25/2019	02/25/2019	02/28/2019		25.00
821 - Metro Collision Service / Metro Garage, Inc.	42865	Safety Inspections	Paid by Check # 49131		02/25/2019	02/25/2019	02/25/2019	02/28/2019		25.00
821 - Metro Collision Service / Metro Garage, Inc.	42933	Safety Inspections	Paid by Check # 49131		02/25/2019	02/25/2019	02/25/2019	02/28/2019		25.00
821 - Metro Collision Service / Metro Garage, Inc.	42958	Safety Inspections	Paid by Check # 49131		02/25/2019	02/25/2019	02/25/2019	02/28/2019		25.00
821 - Metro Collision Service / Metro Garage, Inc.	42978	Safety Inspections	Paid by Check # 49131		02/25/2019	02/25/2019	02/25/2019	02/28/2019		25.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b>										
Department <b>26 - Public Works</b>										
Sub Department <b>37 - Fleet</b>										
Account <b>5400 - Repairs &amp; Maintenance</b>										
84 - Cassidy Tire	716008968	New Tires & Repairs	Paid by Check # 49164		12/31/2018	12/31/2018	12/31/2018		03/13/2019	476.70
							Account <b>5400 - Repairs &amp; Maintenance</b> Totals		Invoice Transactions 6	<u>\$601.70</u>
							Sub Department <b>37 - Fleet</b> Totals		Invoice Transactions 7	<u>\$1,560.70</u>
							Department <b>26 - Public Works</b> Totals		Invoice Transactions 15	<u>\$67,656.26</u>
Department <b>30 - Committee &amp; Planning</b>										
Account <b>5105-06 - Community Programs Municipal Tax Relief</b>										
30327 - Berwyn Park District	2018-00001693	municipal tax refund	Paid by Check # 49136		12/31/2018	12/31/2018	12/31/2018		03/04/2019	3,911.52
							Account <b>5105-06 - Community Programs Municipal Tax Relief</b> Totals		Invoice Transactions 1	<u>\$3,911.52</u>
							Department <b>30 - Committee &amp; Planning</b> Totals		Invoice Transactions 1	<u>\$3,911.52</u>
Department <b>32 - Recreation</b>										
Account <b>5100 - Special Events</b>										
30617 - Sam's Club / Synchrony Bank	2019-00000212	Concession Stand Products	Paid by Check # 49140		03/04/2019	03/04/2019	03/04/2019		03/06/2019	216.51
30617 - Sam's Club / Synchrony Bank	2019-00000213	Valentines Day , After School & Concession Supplies	Paid by Check # 49140		03/04/2019	03/04/2019	03/04/2019		03/06/2019	535.07
5426 - Menards	02339	Rec Supplies	Paid by Check # 49217		03/01/2019	03/01/2019	03/01/2019		03/13/2019	38.38
3750 - Rose's Catering	13993	225 Meals	Paid by Check # 49245		03/01/2019	03/01/2019	03/01/2019		03/13/2019	1,820.00
30617 - Sam's Club / Synchrony Bank	2672	Rec Misc. Supplies	Paid by Check # 49247		03/01/2019	03/01/2019	03/01/2019		03/13/2019	86.92
30617 - Sam's Club / Synchrony Bank	2019-00000254	Water Table / Chalk / Trading Cards	Paid by Check # 49247		03/01/2019	03/01/2019	03/01/2019		03/13/2019	84.94
35753 - Those Funny Little People Enterprises, Inc.	2019-00000253	Entertainment For Sr. Memorial May Luncheon	Paid by Check # 49262		03/01/2019	03/01/2019	03/01/2019		03/13/2019	290.00
							Account <b>5100 - Special Events</b> Totals		Invoice Transactions 7	<u>\$3,071.82</u>
Account <b>5215 - Telephone</b>										
4024 - AT & T	708788265702-1	Jan. 17 - Feb. 16 2019	Paid by Check # 49150		03/01/2019	03/01/2019	03/01/2019		03/13/2019	325.49
302 - Sprint	380311334-073	Jan. 15 - Feb. 14 2019	Paid by Check # 49254		03/01/2019	03/01/2019	03/01/2019		03/13/2019	421.12
							Account <b>5215 - Telephone</b> Totals		Invoice Transactions 2	<u>\$746.61</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 100 - General Fund</b>										
Department <b>32 - Recreation</b>										
Account <b>5220 - Training, Dues &amp; Publications</b>										
305 - Illinois Association of Park Districts	Dues-1	2019 Membership Dues	Paid by Check # 49196		03/01/2019	03/01/2019	03/01/2019		03/13/2019	864.17
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 1	<u>\$864.17</u>
Account <b>5225 - Supplies</b>										
5794 - All Season Futbol	February 24 2019	Referee & Coordinator Fees	Paid by Check # 49145		03/01/2019	03/01/2019	03/01/2019		03/13/2019	1,650.00
32703 - Personalized Awards	19-109	Trophies Little Hoops 2019	Paid by Check # 49233		03/01/2019	03/01/2019	03/01/2019		03/13/2019	2,134.00
32703 - Personalized Awards	19-1104	Indoor Soccer Awards	Paid by Check # 49233		03/01/2019	03/01/2019	03/01/2019		03/13/2019	2,314.06
32703 - Personalized Awards	19-1158	2019 Basketball Awards	Paid by Check # 49233		03/01/2019	03/01/2019	03/01/2019		03/13/2019	72.16
4844 - US Games	904510318	Baseballs	Paid by Check # 49263		03/01/2019	03/01/2019	03/01/2019		03/13/2019	584.14
								Account 5225 - Supplies Totals	Invoice Transactions 5	<u>\$6,754.36</u>
Account <b>5225-02 - Supplies Program</b>										
1033 - Ricoh USA, Inc.	26144731	Black Ink	Paid by Check # 49242		03/01/2019	03/01/2019	03/01/2019		03/13/2019	182.76
								Account 5225-02 - Supplies Program Totals	Invoice Transactions 1	<u>\$182.76</u>
Account <b>5235 - Postage &amp; Printing</b>										
591 - The Sign Edge	170835	Sign for Baseball Alley	Paid by Check # 49261		03/01/2019	03/01/2019	03/01/2019		03/13/2019	35.00
								Account 5235 - Postage & Printing Totals	Invoice Transactions 1	<u>\$35.00</u>
Account <b>5290 - Other General Expenses</b>										
478 - Comcast Cable	2019-00000255	Cable TV	Paid by Check # 49168		03/01/2019	03/01/2019	03/01/2019		03/13/2019	75.12
75 - Empire Cooler Service, Inc.	0000240561	Ice Machine Rental	Paid by Check # 49178		03/01/2019	03/01/2019	03/01/2019		03/13/2019	92.00
2713 - Identatronics, Inc.	68640	Software & Printer Support	Paid by Check # 49194		03/01/2019	03/01/2019	03/01/2019		03/13/2019	695.00
1692 - M. K. Sports	2019-00000252	Youth Basketball Officials	Paid by Check # 49215		03/01/2019	03/01/2019	03/01/2019		03/13/2019	4,080.00
5838 - The Functional Athlete	0096	Senior Workout Class	Paid by Check # 49260		03/01/2019	03/01/2019	03/01/2019		03/13/2019	2,680.00
								Account 5290 - Other General Expenses Totals	Invoice Transactions 5	<u>\$7,622.12</u>
Account <b>5400 - Repairs &amp; Maintenance</b>										
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019		03/13/2019	916.67
514 - Berwyn Western Plumbing & Heating	61557	New Hot Water Pump	Paid by Check # 49158		03/01/2019	03/01/2019	03/01/2019		03/13/2019	2,922.00



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<b>Fund 100 - General Fund</b>										
Department <b>32 - Recreation</b>										
Account <b>5400 - Repairs &amp; Maintenance</b>										
162 - Jack's Rental, Inc.	77437	Citrus Odor Be Gone Solvent	Paid by Check # 49201		03/01/2019	03/01/2019	03/01/2019		03/13/2019	101.88
5172 - Johnson Controls Security Solutions	31722194	Alarm System Service	Paid by Check # 49206		03/01/2019	03/01/2019	03/01/2019		03/13/2019	106.40
5426 - Menards	1317	Misc. Hardware	Paid by Check # 49217		03/01/2019	03/01/2019	03/01/2019		03/13/2019	31.93
280 - Roscoe Company	1569131	Building Maintenance Supplies	Paid by Check # 49244		12/31/2018	12/31/2018	12/31/2018		03/13/2019	500.59
280 - Roscoe Company	1579630	Building Maintenance Supplies	Paid by Check # 49244		03/01/2019	03/01/2019	03/01/2019		03/13/2019	497.45
101 - Schultz Supply Company, Inc.	242663	Building Maintenance Supplies	Paid by Check # 49248		03/01/2019	03/01/2019	03/01/2019		03/13/2019	294.47
391 - Tele-Tron Ace Hardware	82986	Building Maintenance Supplies	Paid by Check # 49259		03/01/2019	03/01/2019	03/01/2019		03/13/2019	148.50
391 - Tele-Tron Ace Hardware	82135	Balance Due	Paid by Check # 49259		03/01/2019	03/01/2019	03/01/2019		03/13/2019	245.59
							Account <b>5400 - Repairs &amp; Maintenance</b> Totals		Invoice Transactions 10	<u>\$5,765.48</u>
							Department <b>32 - Recreation</b> Totals		Invoice Transactions 32	<u>\$25,042.32</u>
Department <b>46 - Senior Citizen Program</b>										
Account <b>5235 - Postage &amp; Printing</b>										
465 - Diamond Graphics, Inc.	0102829383	Senior Newsletter	Paid by Check # 49174		03/07/2019	03/07/2019	03/07/2019		03/13/2019	475.00
							Account <b>5235 - Postage &amp; Printing</b> Totals		Invoice Transactions 1	<u>\$475.00</u>
Account <b>5505 - Equipment Lease</b>										
96 - PACE Suburban Bus	538133	1 Van @100 each	Paid by Check # 49230		03/07/2019	03/07/2019	03/07/2019		03/13/2019	100.00
96 - PACE Suburban Bus	538137	1 Van @100 each	Paid by Check # 49230		03/07/2019	03/07/2019	03/07/2019		03/13/2019	100.00
96 - PACE Suburban Bus	538163	1 Van @100 each	Paid by Check # 49230		03/07/2019	03/07/2019	03/07/2019		03/13/2019	100.00
96 - PACE Suburban Bus	538204	1 Van @100 each	Paid by Check # 49230		03/07/2019	03/07/2019	03/07/2019		03/13/2019	100.00
96 - PACE Suburban Bus	538164	1 Van @100 each	Paid by Check # 49230		03/07/2019	03/07/2019	03/07/2019		03/13/2019	100.00
							Account <b>5505 - Equipment Lease</b> Totals		Invoice Transactions 5	<u>\$500.00</u>
							Department <b>46 - Senior Citizen Program</b> Totals		Invoice Transactions 6	<u>\$975.00</u>
							Fund <b>100 - General Fund</b> Totals		Invoice Transactions 166	<u>\$1,287,596.15</u>
<b>Fund 205 - Library Fund</b>										
Department <b>40 - Library</b>										
Account <b>5105-07 - Community Programs Adult/Children Programs</b>										
5868 - Ann Rinderer	8727	Age Options Grant- Yoga Classes Instructor	Paid by Check # 49148		03/05/2019	03/05/2019	03/05/2019		03/13/2019	200.00



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<b>Fund 205 - Library Fund</b>										
Department 40 - Library										
Account 5105-07 - Community Programs Adult/Children Programs										
5890 - EduMotion LLC	2019-00000234	Dancing Around The World	Paid by Check # 49176		03/05/2019	03/05/2019	03/05/2019		03/13/2019	350.00
3150 - Gina Marie Slager	2019-00000236	Age Options Grant-Yoga Classes Instructor	Paid by Check # 49186		03/05/2019	03/05/2019	03/05/2019		03/13/2019	200.00
1117 - HFK Presents	2019-00000237	Library Programs	Paid by Check # 49190		03/05/2019	03/05/2019	03/05/2019		03/13/2019	275.00
3750 - Rose's Catering	8866	Food For Dinner and a Movie	Paid by Check # 49245		03/05/2019	03/05/2019	03/05/2019		03/13/2019	300.00
828 - SYNCB / AMAZON	2019-00000239	Supplies ,Summer Reading Program, & Refunds	Paid by Check # 49257		03/05/2019	03/05/2019	03/05/2019		03/13/2019	21.79
								Account 5105-07 - Community Programs Adult/Children Programs Totals	Invoice Transactions 6	<u>\$1,346.79</u>
Account 5105-80 - Community Programs Per Capita										
1580 - Pocket Circus	2019-00000240	Summer Reading Kickoff	Paid by Check # 49236		03/05/2019	03/05/2019	03/05/2019		03/13/2019	500.00
								Account 5105-80 - Community Programs Per Capita Totals	Invoice Transactions 1	<u>\$500.00</u>
Account 5200-10 - Administrative Expenses Board Expense										
33183 - Office Depot	271739246001	General Supplies	Paid by Check # 49228		03/05/2019	03/05/2019	03/05/2019		03/13/2019	161.91
								Account 5200-10 - Administrative Expenses Board Expense Totals	Invoice Transactions 1	<u>\$161.91</u>
Account 5215 - Telephone										
4024 - AT & T	708795808202-1	Jan. 14 - Feb. 13 2019	Paid by Check # 49150		03/05/2019	03/05/2019	03/05/2019		03/13/2019	1,182.21
4024 - AT & T	708795579402-2	Jan. 14 - Feb. 13 2019	Paid by Check # 49150		03/05/2019	03/05/2019	03/05/2019		03/13/2019	52.68
4026 - AT& T	5767226402	Feb. 10 - Mar. 9 2019	Paid by Check # 49152		03/05/2019	03/05/2019	03/05/2019		03/13/2019	1,204.47
								Account 5215 - Telephone Totals	Invoice Transactions 3	<u>\$2,439.36</u>
Account 5220 - Training, Dues & Publications										
1624 - Josephine Tucci	2019-00000238	Expense Reimbursement	Paid by Check # 49208		03/05/2019	03/05/2019	03/05/2019		03/13/2019	72.34
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 1	<u>\$72.34</u>
Account 5225 - Supplies										
31968 - Berwyn's Violet Flower Shop	006753	Plant for Angela Espy	Paid by Check # 49159		03/05/2019	03/05/2019	03/05/2019		03/13/2019	50.00
388 - Demco Educational Corporation	6555284	Library Supplies	Paid by Check # 49173		03/05/2019	03/05/2019	03/05/2019		03/13/2019	197.08
388 - Demco Educational Corporation	6557853	Library Supplies	Paid by Check # 49173		03/05/2019	03/05/2019	03/05/2019		03/13/2019	2,386.23
1498 - Home Depot Credit Services	7083249	Library Supplies	Paid by Check # 49191		03/05/2019	03/05/2019	03/05/2019		03/13/2019	43.88



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<b>Fund 205 - Library Fund</b>											
Department <b>40 - Library</b>											
Account <b>5225 - Supplies</b>											
33183 - Office Depot	275021085001	General Supplies	Paid by Check # 49228		03/05/2019	03/05/2019	03/05/2019		03/13/2019	149.44	
263 - Oriental Trading Company	694952990-1	Library Supplies	Paid by Check # 49229		03/05/2019	03/05/2019	03/05/2019		03/13/2019	71.74	
828 - SYNCB / AMAZON	2019-00000239	Supplies ,Summer Reading Program, & Refunds	Paid by Check # 49257		03/05/2019	03/05/2019	03/05/2019		03/13/2019	(66.07)	
									Account <b>5225 - Supplies</b> Totals	Invoice Transactions 7	<u>\$2,832.30</u>
Account <b>5245 - Books</b>											
531 - Baker & Taylor Entertainment, Inc.	2034344368	Books & Databases	Paid by Check # 49155		03/05/2019	03/05/2019	03/05/2019		03/13/2019	286.39	
398 - Ingram Library Services LLC	38830691	Books , Supplies, & Databases	Paid by Check # 49199		03/05/2019	03/05/2019	03/05/2019		03/13/2019	4,078.26	
33113 - Proquest	70558809	Books & Databases	Paid by Check # 49238		03/05/2019	03/05/2019	03/05/2019		03/13/2019	10,056.76	
828 - SYNCB / AMAZON	2019-00000239	Supplies ,Summer Reading Program, & Refunds	Paid by Check # 49257		03/05/2019	03/05/2019	03/05/2019		03/13/2019	275.44	
									Account <b>5245 - Books</b> Totals	Invoice Transactions 4	<u>\$14,696.85</u>
Account <b>5250 - Audio Visual</b>											
1565 - Alliance Entertainment	PLS32529021	Audio Visual Materials	Paid by Check # 49146		03/05/2019	03/05/2019	03/05/2019		03/13/2019	1,293.01	
30520 - Midwest Tape	97013255	Audio Visual Materials	Paid by Check # 49218		03/05/2019	03/05/2019	03/05/2019		03/13/2019	252.85	
									Account <b>5250 - Audio Visual</b> Totals	Invoice Transactions 2	<u>\$1,545.86</u>
Account <b>5255 - Periodicals</b>											
20280 - Environmental Nutrition	2019-00000235	Subscription 2019-2021	Paid by Check # 49180		03/05/2019	03/05/2019	03/05/2019		03/13/2019	44.00	
									Account <b>5255 - Periodicals</b> Totals	Invoice Transactions 1	<u>\$44.00</u>
Account <b>5400 - Repairs &amp; Maintenance</b>											
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019		03/13/2019	1,333.33	
									Account <b>5400 - Repairs &amp; Maintenance</b> Totals	Invoice Transactions 1	<u>\$1,333.33</u>
Account <b>5520 - Computer System</b>											
4072 - SWAN	6577	Library Computer Systems/ Support	Paid by Check # 49256		03/05/2019	03/05/2019	03/05/2019		03/13/2019	2,454.97	
									Account <b>5520 - Computer System</b> Totals	Invoice Transactions 1	<u>\$2,454.97</u>
Account <b>5660 - Promotions</b>											
4793 - Kristen Newcomb	8878	Library Promotions	Paid by Check # 49212		03/05/2019	03/05/2019	03/05/2019		03/13/2019	33.96	
									Account <b>5660 - Promotions</b> Totals	Invoice Transactions 1	<u>\$33.96</u>



# Accounts Payable by G/L Distribution Report

Payment Date Range 02/28/19 - 03/13/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 205 - Library Fund</b>										
Department <b>40 - Library</b>										
Account <b>5800 - Capital Outlay</b>										
3812 - Engineering Solutions Team	FEBRUARY2019	Engineering Services Feb.5- Feb.24 2019	Paid by Check # 49179		03/06/2019	03/06/2019	03/06/2019		03/13/2019	11,345.00
							Account <b>5800 - Capital Outlay</b> Totals	Invoice Transactions	1	<u>\$11,345.00</u>
							Department <b>40 - Library</b> Totals	Invoice Transactions	30	<u>\$38,806.67</u>
							Fund <b>205 - Library Fund</b> Totals	Invoice Transactions	30	<u>\$38,806.67</u>
<b>Fund 210 - Community Development Fund</b>										
Department <b>42 - CDBG</b>										
Account <b>5105 - Community Programs</b>										
2021 - Del Galdo Law Group, LLC	2018-00001691	CDBG Legal Services	Paid by Check # 49128		12/31/2018	12/31/2018	12/31/2018		02/28/2019	330.00
5896 - North-Stone Electric, Inc	19-31	Electrical Services	Paid by Check # 49225		03/06/2019	03/06/2019	03/06/2019		03/13/2019	10,035.00
5527 - R.A. James Construction	2619	General Construction	Paid by Check # 49239		03/06/2019	03/06/2019	03/06/2019		03/13/2019	4,650.00
							Account <b>5105 - Community Programs</b> Totals	Invoice Transactions	3	<u>\$15,015.00</u>
Account <b>5220 - Training, Dues &amp; Publications</b>										
2705 - Lawndale News	831677	English Ad	Paid by Check # 49214		03/06/2019	03/06/2019	03/06/2019		03/13/2019	421.76
2705 - Lawndale News	831678	Spanish Ad	Paid by Check # 49214		03/06/2019	03/06/2019	03/06/2019		03/13/2019	474.48
2705 - Lawndale News	831876	Spanish Ad	Paid by Check # 49214		03/06/2019	03/06/2019	03/06/2019		03/13/2019	257.01
2705 - Lawndale News	831875	English Ad	Paid by Check # 49214		03/06/2019	03/06/2019	03/06/2019		03/13/2019	237.24
							Account <b>5220 - Training, Dues &amp; Publications</b> Totals	Invoice Transactions	4	<u>\$1,390.49</u>
							Department <b>42 - CDBG</b> Totals	Invoice Transactions	7	<u>\$16,405.49</u>
							Fund <b>210 - Community Development Fund</b> Totals	Invoice Transactions	7	<u>\$16,405.49</u>
<b>Fund 220 - South Berwyn Corridor TIF Fund</b>										
Account <b>5200 - Administrative Expenses</b>										
78 - Berwyn Development Corporation	2019-00000241	TIFS / S.Berwyn & Harlem Ave	Paid by Check # 49156		03/06/2019	03/06/2019	03/06/2019		03/13/2019	28,663.50
							Account <b>5200 - Administrative Expenses</b> Totals	Invoice Transactions	1	<u>\$28,663.50</u>
							Fund <b>220 - South Berwyn Corridor TIF Fund</b> Totals	Invoice Transactions	1	<u>\$28,663.50</u>
<b>Fund 223 - Harlem Avenue TIF Fund</b>										
Account <b>5200 - Administrative Expenses</b>										
78 - Berwyn Development Corporation	2019-00000241	TIFS / S.Berwyn & Harlem Ave	Paid by Check # 49156		03/06/2019	03/06/2019	03/06/2019		03/13/2019	144,461.50
							Account <b>5200 - Administrative Expenses</b> Totals	Invoice Transactions	1	<u>\$144,461.50</u>



# Accounts Payable by G/L Distribution Report

Payment Date Range 02/28/19 - 03/13/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 223 - Harlem Avenue TIF Fund</b>										
Account 5700 - Principal Expenses										
5220 - PNC Bank, N.A.	438WIS123-3	Harlem Avenue TIF / 438WIS123	Paid by Check # 49235		03/06/2019	03/06/2019	03/06/2019		03/13/2019	26,825.60
								Account 5700 - Principal Expenses Totals	Invoice Transactions 1	<u>\$26,825.60</u>
Account 5705 - Interest Expense										
5220 - PNC Bank, N.A.	438WIS123-3	Harlem Avenue TIF / 438WIS123	Paid by Check # 49235		03/06/2019	03/06/2019	03/06/2019		03/13/2019	16,465.06
								Account 5705 - Interest Expense Totals	Invoice Transactions 1	<u>\$16,465.06</u>
								Fund 223 - Harlem Avenue TIF Fund Totals	Invoice Transactions 3	<u>\$187,752.16</u>
<b>Fund 230 - Roosevelt Road TIF Fund</b>										
Account 5705 - Interest Expense										
78 - Berwyn Development Corporation	2019-00000251	Interest	Paid by Check # 49156		03/06/2019	03/06/2019	03/06/2019		03/13/2019	1,250.00
								Account 5705 - Interest Expense Totals	Invoice Transactions 1	<u>\$1,250.00</u>
								Fund 230 - Roosevelt Road TIF Fund Totals	Invoice Transactions 1	<u>\$1,250.00</u>
<b>Fund 245 - Asset Forfeiture Fund</b>										
Department 20 - Police Department										
Account 5192-30 - Federal LE, PS, Detention Facilities										
345 - Professional Pest Control, Inc.	2019-00000208	Exterminator Fee	Paid by Check # 49237		03/04/2019	03/04/2019	03/04/2019		03/13/2019	45.00
								Account 5192-30 - Federal LE, PS, Detention Facilities Totals	Invoice Transactions 1	<u>\$45.00</u>
Account 5192-40 - Federal LE / PS Joint Operations										
1518 - Northern Illinois Police Alarm System	12652	Membership 2019	Paid by Check # 49227		03/04/2019	03/04/2019	03/04/2019		03/13/2019	1,005.00
1518 - Northern Illinois Police Alarm System	12650	Membership 2019	Paid by Check # 49227		03/04/2019	03/04/2019	03/04/2019		03/13/2019	400.00
1518 - Northern Illinois Police Alarm System	12651	Membership	Paid by Check # 49227		03/04/2019	03/04/2019	03/04/2019		03/13/2019	4,800.00
								Account 5192-40 - Federal LE / PS Joint Operations Totals	Invoice Transactions 3	<u>\$6,205.00</u>
Account 5192-55 - Federal LE Equipment										
2693 - ABC Automotive Electronics	C225436	Vehicle Repairs	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	353.60
2693 - ABC Automotive Electronics	C225051	TFO Vehicle Equipment	Paid by Check # 49141		03/04/2019	03/04/2019	03/04/2019		03/13/2019	1,200.00
								Account 5192-55 - Federal LE Equipment Totals	Invoice Transactions 2	<u>\$1,553.60</u>
								Department 20 - Police Department Totals	Invoice Transactions 6	<u>\$7,803.60</u>
								Fund 245 - Asset Forfeiture Fund Totals	Invoice Transactions 6	<u>\$7,803.60</u>



# Accounts Payable by G/L Distribution Report

Payment Date Range 02/28/19 - 03/13/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
<b>Fund 500 - Utilities Fund</b>											
Department <b>44 - Water &amp; Sewer</b>											
Account <b>5225-01 - Supplies Office</b>											
4961 - Chicago Office Products Co.	961267-0	Water Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	152.98	
4961 - Chicago Office Products Co.	962695-0	Water Dept Office Supplies	Paid by Check # 49165		03/06/2019	03/06/2019	03/06/2019		03/13/2019	50.15	
									Account <b>5225-01 - Supplies Office</b> Totals	Invoice Transactions 2	<u>\$203.13</u>
Account <b>5300 - Professional Services</b>											
5836 - Athletico PT	694668	Essential Function Test	Paid by Check # 49154		03/05/2019	03/05/2019	03/05/2019		03/13/2019	675.00	
167 - Frank Novotny & Associates, Inc.	18147-2	2017 cdbg roadway sewer & water main replacement	Paid by Check # 49184		12/31/2018	12/31/2018	12/31/2018		03/13/2019	39,780.96	
									Account <b>5300 - Professional Services</b> Totals	Invoice Transactions 2	<u>\$40,455.96</u>
Account <b>5505 - Equipment Lease</b>											
29 - Pitney Bowes	3102955137	Equipment Lease	Paid by Check # 49234		03/06/2019	03/06/2019	03/06/2019		03/13/2019	810.61	
									Account <b>5505 - Equipment Lease</b> Totals	Invoice Transactions 1	<u>\$810.61</u>
									Department <b>44 - Water &amp; Sewer</b> Totals	Invoice Transactions 5	<u>\$41,469.70</u>
									Fund <b>500 - Utilities Fund</b> Totals	Invoice Transactions 5	<u>\$41,469.70</u>
<b>Fund 550 - Parking Garage Fund</b>											
Account <b>5400 - Repairs &amp; Maintenance</b>											
5897 - Perfect Cleaning Service, Corp.	48356	Janitorial Services Feb. 2019	Paid by Check # 49232		03/06/2019	03/06/2019	03/06/2019		03/13/2019	208.34	
									Account <b>5400 - Repairs &amp; Maintenance</b> Totals	Invoice Transactions 1	<u>\$208.34</u>
									Fund <b>550 - Parking Garage Fund</b> Totals	Invoice Transactions 1	<u>\$208.34</u>
									Grand Totals	Invoice Transactions 220	<u>\$1,609,955.61</u>

**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)

March 1, 2019

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

Re: Building and Local Improvement Permits

Gentlemen:

Attached is the financial report of Building and Local Improvement Permits issued by the City of Berwyn for the month of February 2019, along with a copy of Permit Statistics for this same period.

Respectfully,

A handwritten signature in black ink, appearing to read "Charles D. Lazzara", written over a horizontal line.

Charles D. Lazzara  
Building Director

# Report Of Building Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Ana P. Munoz 1318 S. Cuyler Avenue	2/19/2019	Bldg-B 8442-4	\$0.00	\$50.00
STEPEN DUDEK 2235 S. Clarence Avenue	2/6/2019	Bldg-B 8819-2	\$0.00	\$50.00
Christopher Campbell & Jill Dudo 3130 S. Wenonah Avenue	2/26/2019	Bldg-B 9016-2	\$0.00	\$50.00
FP BUCKTHORN LTD 2625 S. Clarence Avenue	2/26/2019	Bldg-B 9097-4	\$0.00	\$50.00
IBRAHEEM KADHIM 1812 S. Ridgeland Avenue	2/20/2019	Bldg-B 9125-1	\$0.00	\$50.00
JAIME SANCHEZ RAMIREZ 2500 S. Gunderson Avenue	2/8/2019	Bldg-B 9137-1	\$0.00	\$200.00
Judith La Frossia 6436 W. 27th Place	2/7/2019	Bldg-B 9154-1	\$0.00	\$130.00
Gapal Investment Corp 1215 S. Cuyler Avenue	2/27/2019	Bldg-B 9163-1	\$0.00	\$515.00
Ricardo & Carmen Lemus 1931 S. Elmwood Avenue	2/5/2019	Bldg-B 9197-0	\$189,000.00	\$5,695.00
Momcilo Ryan 3537 S. Kenilworth Avenue	2/4/2019	Bldg-B 9198-0	\$7,600.00	\$755.00
Lillian J. Lazu Villanueva 3425 S. Grove Avenue	2/5/2019	Gar-B 9199-0	\$8,000.00	\$280.00

# Report Of Building Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Adalberto & Maria Barajas 2518 S. Euclid Avenue	2/5/2019	Bldg-B 9200-0	\$4,000.00	\$815.00
	BASEMENT REMODEL - REMOVE ALL EXISTING DRYWALL AND INSULATION AND INSTALL NEW DRYWALL, ADD NEW OUTLETS AND FIXTURES - INSTALL 2 NEW BEDROOMS WITH WINDOWS TO EGRESS CODE. INSTALL NEW WINDOW IN THE BATHROOM. - DECONVERT BASEMENT BATHROOM SHOWER AND SINK THAT			
Adalberto & Maria Barajas 2518 S. Euclid Avenue	2/28/2019	Bldg-B 9200-1	\$0.00	\$50.00
	Electric Rough Reinspection			
G.A.F Properties LLC 1524 S. Lombard Avenue	2/6/2019	Bldg-B 9201-0	\$7,500.00	\$765.00
	FRAME OUT EXTERIOR WALLS FOR DRYWALL INCLUDING HEADERS FOR WINDOWS. FRAME OUT (1) BEDROOM IN REAR OF HOME (PORCH AREA) INSTALL 10 -15 AMP CIRCUITS COVERS FOR ALL DEVICES GFCIS DECORA OUTLETS TRHOUGHOUT HOME. ALL WORK PERFORMED UP TO CODE. REMOVING REAR WA			
3227 PARK LLC 6715 W. 31st Street	2/6/2019	Bldg-B 9202-0	\$0.00	\$4,405.00
	COMPLETE INTERIOR REMODEL - DECONVERT PROPERTY TO SINGLE FAMILY HOME AND DE CONVERTING 2ND FLOOR KITCHEN - ALL PIPES MUST BE CAPPED BACK AT THE SOURCE. 1ST FLOOR WILL CONSIST OF KITCHEN, 1 FULL EXISTING BATHROOM, LIVING ROOM, DINING ROOM AND 1 EXISTING BE			
Raul Evariz & Arlene R. Buendia 6538 W. 28th Street	2/6/2019	Bldg-B 9203-0	\$25,740.00	\$975.00
	2 UNIT REMODEL - REPLACE ALL THE OLD CAST IRON AND GALVANIZED DRAIN LINES AND INSTALL PVC. UPGRADE HVAC SYSTEM BY GOING FROM BOILERS TO FORCED AIR WITH NEW FURNACE, DUCTWORK AND A/C UNIT TO CODE. ALL BEDROOMS, KITCHEN AND BATHROOM MUST HAVE GFCI INSTALLED			
Maribel Gonzalez 6938 W. 29th Place	2/7/2019	Bldg-B 9204-0	\$4,000.00	\$695.00
	FINISH THE BASEMENT WITH A NEW BATHROOM,, ENCLOSE LAUNDRY AND MECHANICAL ROOM AND FINISHED RECREATIONAL SPACE WITH WINDOWS TO EGRESS CODE. FRAME, INSULATE AND DRYWALL THE WALLS ONLY -- NOT DRYWALLING THE CEILING. - CLOSING OUT PERMITS B-8677-0 AND L-78051			
Lori Marsala 3801 S. Highland Avenue	2/8/2019	Bldg-B 9205-0	\$6,200.00	\$815.00
	BUILD OUT ATTIC TO CREATE A MASTER BEDROOM SUITE AND BATHROOM TO INCLUDE SHOWER, TOILET AND SINK. NEW FRAMING, INSULATION, DRYWALL, ELECTRIC, HVAC AND PLUMBING. UPGRADE WATER METER FROM 5/8" TO 3/4". CALL WATER DEPARTMENT FOR WATER METER UPGRADE - 788-26			
Lord & Walton Enterprises LLC 6709 W. 31st Street	2/11/2019	Bldg-B 9206-0	\$25,000.00	\$1,320.00
	INTERIOR REMODEL - 1ST FLOOR KITCHEN, POWDER ROOM, LIVING ROOM AND DINING ROOM. 2ND FLOOR WILL HAVE 3 EXISTING BEDROOM AND 1 EXISTING FULL BATHROOM. BASEMENT WILL BE FINISHED WITH LAUNDRY ROM, MECHANICAL ROOM AND RECREATIONAL SPACE WITH WINDOWS TO CODE. R			

# Report Of Building Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	Issued	Permit No.	Cost Of Improvements	Cost Of Permit
Hugh T. & Julie Gallo-Torres Ber 6600 W. 34th Street	2/12/2019	Bldg-B 9207-0	\$30,000.00	\$1,535.00
Walton Contractors LLC 2331 S. Cuyler Avenue	2/13/2019	Bldg-B 9208-0	\$30,000.00	\$1,185.00
NORTH SHORE HOLDINGS, LT 3616 S. Elmwood Avenue	2/14/2019	Bldg-B 9209-0	\$45,000.00	\$1,435.00
HALYNA KULCHTSKA & IGOR 6425 W. 33rd Street	2/20/2019	Bldg-B 9210-0	\$76,000.00	\$3,450.00
Vicki Daniels & Stephen Adam Jo 3214 S. Home Avenue	2/25/2019	Bldg-B 9211-0	\$259,000.00	\$5,500.00
MARIO B. GARCIA 1322 S. Euclid Avenue	2/27/2019	Bldg-B 9212-0	\$30,000.00	\$1,425.00
Magdaleno Quiroga & Norma Ale 2430 S. Grove Avenue	2/27/2019	Gar-B 9213-0	\$5,000.00	\$425.00

# Report Of Building Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address

Issued Permit No. Cost Of Improvements Cost Of Permit

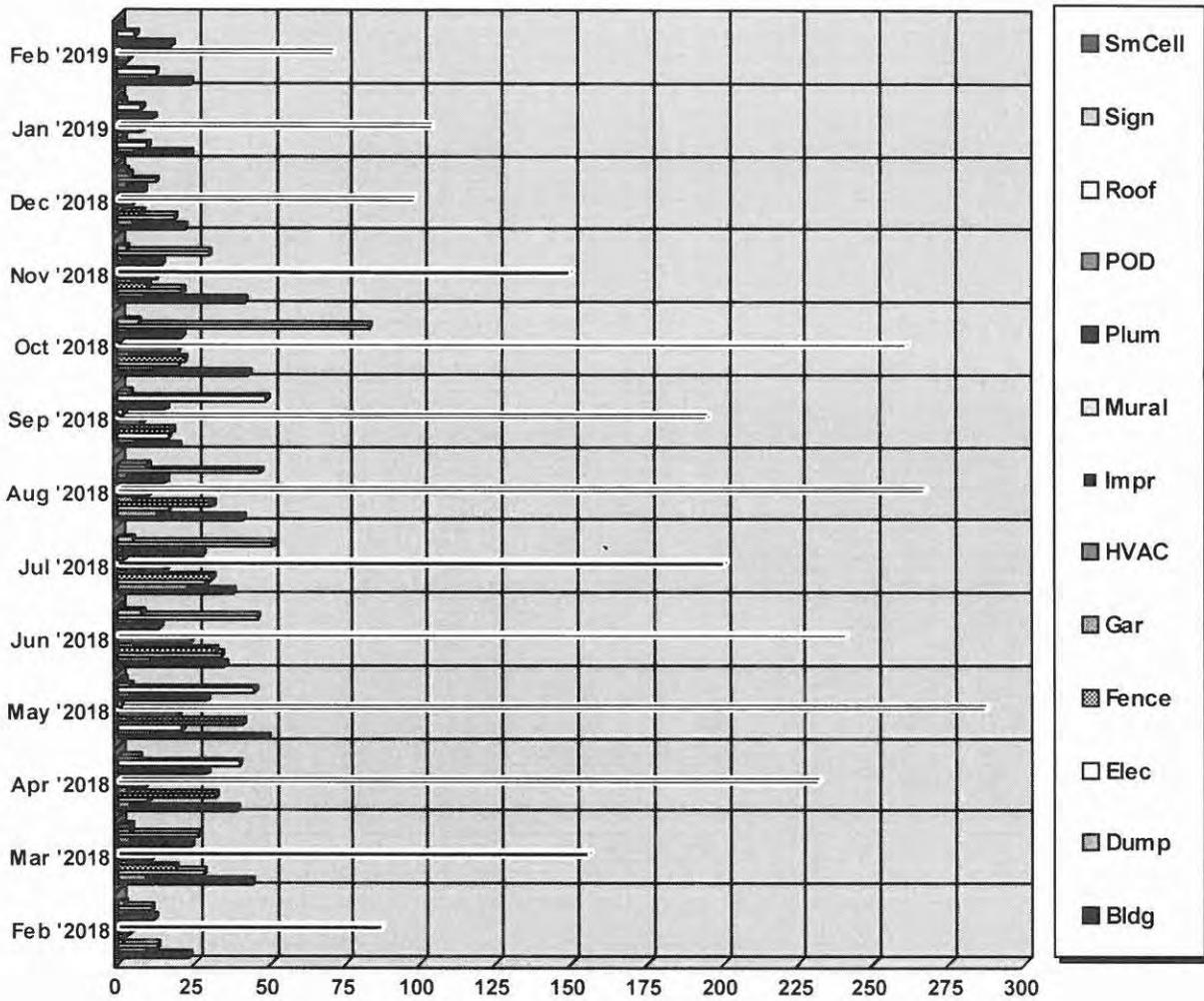
26 Building Permits Issued During Period

Totals . . . . . \$752,040.00 \$32,620.00

# Permits Issued

Friday, March 1, 2019 11:31 AM

For Period Beginning 2/1/2018 And Ending 2/28/2019



## Permit Detail

2019	February	Bldg	24
2019	February	Dump	11
2019	February	Elec	13
2019	February	Fence	1
2019	February	Gar	2
2019	February	HVAC	4
2019	February	Impr	71
2019	February	Plum	18
2019	February	POD	1
2019	February	Roof	6
2019	February	Sign	1
2019	February	SmCell	1

153

2018	December	Bldg	22
2018	December	Dump	5
2018	December	Elec	19
2018	December	Fence	8
2018	December	Gar	2
2018	December	HVAC	5
2018	December	Impr	98
2018	December	Plum	9
2018	December	POD	3
2018	December	Roof	13
2018	December	Sign	4
2018	December	SmCell	3

191

2019	January	Bldg	24
2019	January	Dump	6
2019	January	Elec	10
2019	January	Fence	2
2019	January	Gar	2
2019	January	HVAC	8
2019	January	Impr	104
2019	January	Plum	12
2019	January	POD	1
2019	January	Roof	8
2019	January	Sign	2
2019	January	SmCell	1

180

2018	November	Bldg	42
2018	November	Dump	9
2018	November	Elec	21
2018	November	Fence	10
2018	November	Gar	5
2018	November	HVAC	13
2018	November	Impr	150
2018	November	Plum	15
2018	November	POD	2
2018	November	Roof	30
2018	November	Sign	3

300

Permit Detail

2018	October	Bldg	43
2018	October	Dump	12
2018	October	Elec	20
2018	October	Fence	22
2018	October	Gar	4
2018	October	HVAC	20
2018	October	Impr	261
2018	October	Mural	1
2018	October	Plum	21
2018	October	POD	3
2018	October	Roof	83
2018	October	Sign	7

497

2018	September	Bldg	20
2018	September	Dump	6
2018	September	Elec	17
2018	September	Fence	18
2018	September	Gar	3
2018	September	HVAC	8
2018	September	Impr	195
2018	September	Mural	2
2018	September	Plum	16
2018	September	Roof	49
2018	September	Sign	4

338

2018	August	Bldg	41
2018	August	Dump	13
2018	August	Elec	17
2018	August	Fence	31
2018	August	Gar	5
2018	August	HVAC	10
2018	August	Impr	267
2018	August	Plum	16
2018	August	POD	3
2018	August	Roof	47
2018	August	Sign	10

460

2018	July	Bldg	38
2018	July	Dump	23
2018	July	Elec	29
2018	July	Fence	31
2018	July	Gar	3
2018	July	HVAC	16
2018	July	Impr	201
2018	July	Mural	2
2018	July	Plum	28
2018	July	POD	1
2018	July	Roof	51
2018	July	Sign	5

428

2018	June	Bldg	35
2018	June	Dump	11
2018	June	Elec	34
2018	June	Fence	32
2018	June	Gar	5
2018	June	HVAC	24
2018	June	Impr	241
2018	June	Plum	14
2018	June	POD	5
2018	June	Roof	46
2018	June	Sign	8
2018	June	SmCell	1

456

2018	May	Bldg	49
2018	May	Dump	11
2018	May	Elec	21
2018	May	Fence	41
2018	May	Gar	4
2018	May	HVAC	20
2018	May	Impr	287
2018	May	Mural	1
2018	May	Plum	29
2018	May	POD	4
2018	May	Roof	45
2018	May	Sign	4
2018	May	SmCell	2

518

2018	April	Bldg	39
2018	April	Dump	4
2018	April	Elec	10
2018	April	Fence	32
2018	April	Gar	3
2018	April	HVAC	9
2018	April	Impr	232
2018	April	Plum	29
2018	April	POD	2
2018	April	Roof	40
2018	April	Sign	7

407

2018	March	Bldg	44
2018	March	Dump	9
2018	March	Elec	28
2018	March	Fence	19
2018	March	Gar	3
2018	March	HVAC	11
2018	March	Impr	156
2018	March	Plum	24
2018	March	POD	4
2018	March	Roof	26
2018	March	Sign	4
2018	March	SmCell	4

332

2018	February	Bldg	23
2018	February	Dump	9
2018	February	Elec	13
2018	February	Fence	1
2018	February	Gar	2
2018	February	HVAC	4
2018	February	Impr	87
2018	February	Plum	12
2018	February	POD	2
2018	February	Roof	11
2018	February	Sign	2

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*Permit Detail*

**Total Permits Issued**      **4426**

# Permits Issued By The Building Department

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

<u>Building</u>	Permits Issued: 24	Cost of Improvements: \$739,040.00
<u>Dumpster</u>	Permits Issued: 11	Cost of Improvements: \$2,335.00
<u>Electrical</u>	Permits Issued: 13	Cost of Improvements: \$61,829.00
<u>Fence</u>	Permits Issued: 1	Cost of Improvements: \$0.00
<u>Garage</u>	Permits Issued: 2	Cost of Improvements: \$13,000.00
<u>HVAC</u>	Permits Issued: 4	Cost of Improvements: \$23,684.00
<u>Local Improvement</u>	Permits Issued: 71	Cost of Improvements: \$382,993.56
<u>Plumbing</u>	Permits Issued: 18	Cost of Improvements: \$65,931.00
<u>POD</u>	Permits Issued: 1	Cost of Improvements: \$0.00
<u>Roofing</u>	Permits Issued: 6	Cost of Improvements: \$49,911.00
<u>Sign</u>	Permits Issued: 1	Cost of Improvements: \$1,400.00
<u>SMALL CELL</u>	Permits Issued: 1	Cost of Improvements: \$0.00
	<b>Total Permits: <u>153</u></b>	<b>Total Improvements: <u>\$1,340,123.56</u></b>

## Fees Collected

# Permits Issued By The Building Department

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Backfill Inspection	\$65.00
Building Permit Fee	\$13,540.00
Permit Final	\$3,375.00
Chimney Liner Rough	\$200.00
Chimney Liner Final	\$200.00
Masonry Final Inspection	\$75.00
Local Improvement Permit Fee	\$6,710.00
Electrical Rough	\$2,800.00
Electrical Permit Fees	\$1,220.00
Preliminary Electric	\$150.00
Electrical Underground	\$100.00
Electrical Service	\$350.00
Electrical Final	\$3,800.00
Footing Inspection	\$65.00
Preliminary Framing	\$130.00
Framing Rough	\$1,880.00
Inspection	\$80.00
Fence Permit Fee	\$35.00
Foundation Inspection	\$65.00
Plumbing Rough	\$1,450.00
Plumbing Permit Fees	\$1,130.00
Plumbing Final	\$2,950.00
Preliminary Plumbing	\$50.00
Plumbing Inspection Underground	\$1,150.00
Plumbing Underground-Tap	\$250.00
Plumbing Underground-Service	\$250.00
Plumbing Underground-Divorce	\$250.00
Plumbing Underground-PVC Installation	\$250.00
Plumbing Underground-Bedding Inspection	\$150.00
Plumbing Underground-Head Test	\$250.00
Chlorology Inspection	\$50.00
Post Hole/Pier Inspection	\$330.00
RPZ Test/DDCA Valve	\$300.00
HVAC Permit Fees	\$325.00
HVAC Rough	\$1,645.00
Service Charge	\$710.00
HVAC Final	\$2,035.00
Insulation/Fire Stopping Inspection	\$1,565.00
Water Meter Fee	\$1,075.00
Tap Fee	\$3,500.00

# Permits Issued By The Building Department

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Demolition Fees	\$25.00
Dumpster/POD	\$750.00
Parkway Use	\$175.00
Parkway Inspection	\$300.00
Pre-Pour Inspection	\$420.00
Slab Pre-Pour	\$205.00
Stack Test	\$800.00
Sidewalk Opening	\$125.00
Pre-Pour Strt/Sdwk/Alley	\$200.00
Street Opening	\$375.00
Fine - Working Without Permit	\$250.00
Roof Covering Permit Fees	\$680.00
Roof Final Inspection	\$600.00
Garage Permit Fee	\$100.00
Gas Pressure Test	\$100.00
Water Pressure Test	\$300.00
Preliminary Fire Department	\$100.00
Rough Fire Department	\$100.00
Final Fire Department	\$200.00
Health Department	\$100.00
Lintel Inspection	\$180.00
Restoration Inspection	\$300.00
<b>Total Fees Collected . . . . .</b>	<b>\$60,890.00</b>

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
CG Berwyn 6958 W. Windsor Avenue	16-31-124-001-000		2/1/2019 Impr-L	81658-0	\$57,750.00	\$2,320.00
<p>1                      INTERIOR ALTERATIONS FOR ALPHABET LEARNING CENTER. NEW PLUMBING, ELECTRICAL, HVAC, FRAMING, DRYWALL. INSTALL 1 NEW DEMISING WALL TO SEPARATE TO PLAY AREAS.</p>						
Marta R. Siaba 1531 S. Cuyler Avenue	16-20-124-011-000	R	2/1/2019 Impr-L	81659-0	\$2,000.00	\$40.00
<p>2                      BATHROOM REMODEL. Replace plaster walls with drywall and insulation, replace tub, replace floor and cabinets.</p>						
BLANCA HERNANDEZ & MAR 6927 W. 29th Place	16-30-317-025-000	R	2/1/2019 Impr-L	81660-0	\$14,099.00	\$285.00
<p>3                      ROOFTOP, FLUSH MOUNTED PV INSTALLATION - SOLAR PANELS.</p>						
Chicago Title Land Trust Comp 3241 S. Maple Avenue	16-31-109-048-000	R	2/1/2019 Impr-L	81661-0	\$6,508.00	\$165.00
<p>4                      ROOFTOP PV INSTALLATION - SOLAR PANELS</p>						
Mario Villegas & Luis A. Pinto 1415 S. East Avenue	16-19-220-007-000	R	2/1/2019 Impr-L	81662-0	\$8,677.00	\$195.00
<p>5                      FRAME NEW BATHROOM AT FINISHED ATTIC. HANG DRYWEALL P[AITN. INSTALL WALK-IN SHOWER W/ VANITY AND FAUCET AD TOILET FIXTURES. 1 LIGHT SWITCH.</p>						
Momcilo Ryan 3537 S. Kenilworth Avenue	16-31-306-017-000	R	2/4/2019 Bldg-B	9198-0	\$7,600.00	\$755.00
<p>6                      INTERIOR BUILDOUT DUMPSTER. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMING TRAFFIC.</p>						
Douglas Meier & Melissa Made 3140.5 S. Grove Avenue	16-31-106-041-000	R	2/4/2019 Dump-L	81663-0	\$300.00	\$50.00
<p>7                      R/R FURNACE WITH INSTALL OF CHIMNEY LINER. CALL FOR FINAL INSPECTIONS.</p>						
Filemon Lara 2130 S. Harvey Avenue	16-20-331-022-000	R	2/4/2019 Impr-L	81664-0	\$5,250.00	\$215.00
<p>8                      R/R BOILER WITH INSTALL OF NEW CHIMNEY LINER. CALL FOR FINAL INSPECTIONS</p>						
Jacek Polczynski 1633 S. Euclid Avenue	16-19-401-017-000	R	2/4/2019 Impr-L	81665-0	\$7,850.00	\$350.00
<p>9                      COMPLIANCE VIOLATIONS: 2 PRONG OUTLETS MUST BE CONVERTED TO 3 PRONG GROUNDED TYPE, EACH BEDROOM MUST HAVE AT LEASE 2 SEPARATE AND REMOTE ELECTRICAL OUTLETS TO CODE, ATTIC MUST HAVE CONTROLLABLE HEAT SOURCE INSTALLED TO CODE, INSTALL GRASPABLE HANDRAILS TO</p>						
W. Ritchie & M. Helbing 1412 S. East Avenue	16-19-219-027-000	R	2/4/2019 Impr-L	81666-0	\$3,500.00	\$50.00

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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
11 <u>Deveraux Guy &amp; Maureen</u> 2646 S. Home Avenue	16-30-302-002-000	R	2/4/2019 Plum-L	81667-0	\$2,800.00	\$105.00
12 <u>Zachary B Taylor &amp; Alison J Pa</u> 2705 S. Kenilworth Avenue	16-30-313-002-000	R	2/4/2019 Impr-L	81668-0	\$650.00	\$40.00
13 <u>Bradley J. McMullen &amp; Nancy</u> 2408 S. Scoville Avenue	16-30-220-023-000	R	2/4/2019 Dump-L	81669-0	\$300.00	\$50.00
14 <u>William Schabowski</u> 1247 S. Clarence Avenue	16-19-203-022-000	R	2/4/2019 Plum-L	81670-0	\$1,000.00	\$85.00
15 <u>Ricardo &amp; Carmen Lemus</u> 1931 S. Elmwood Avenue	16-19-423-011-000	R	2/5/2019 Bldg-B	9197-0	\$189,000.00	\$6,745.00
16 <u>Lillian J. Lazu Villanueva</u> 3425 S. Grove Avenue	16-31-135-005-000	R	2/5/2019 Gar-B	9199-0	\$8,000.00	\$280.00
17 <u>Adalberto &amp; Maria Barajas</u> 2518 S. Euclid Avenue	16-30-224-021-000	R	2/5/2019 Bldg-B	9200-0	\$4,000.00	\$865.00
18 <u>Rigberto Pizarro Medrano</u> 3116 S. East Avenue	16-31-203-017-000	R	2/5/2019 Impr-L	79801-1	\$0.00	\$50.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
19 Jose & Maria Loza 2530 S. Cuyler Avenue	16-29-124-026-000	R	2/5/2019 Plum-L	81557-1	\$4,200.00	\$235.00
VENT WATER CLOSET AND LAV SINK PROPERLY, CORRECT ALL CODE VIOLATIONS IN BASEMENT BATHROOM (ONE WATER CLOSET, LAV SINK AND SHOWER), KITCHEN SINK DRAIN, HARD PIPING WATER PIPES ON HOT WATER TANK.						
20 Erik Corral 2620 S. Lombard Avenue	16-29-303-030-000	R	2/5/2019 Impr-L	81671-0	\$4,750.00	\$135.00
R/R 16 WINDOWS IN THIS 2 UNIT. BRING WINDOWS TO EGRESS CODE WHERE REQUIRED.						
20 Max J. Crowley 1438 S. Maple Avenue	16-19-116-036-000	R	2/5/2019 Impr-L	81673-0	\$4,000.00	\$0.00
COMPLIANCE (ATF): EMERGENCY LIGHTNING W/ BATT BACK UP. INSTALL GFI OUTLET @ BMST APT, KITCHEN COUNTER(NONE EXIST) REMOVE OUTLET SUMP-PUMP INSTALL SIMPLEX OUTLET. INSTALL GFI OUTLETS @ LAUNDRY AREA, GARAGE (NOT OPENER) GARAGE DOOR OPENER REQ. ITS OWN OUTL						
21 Bertha & Salvador Garcia 2247 S. Ridgeland Avenue	16-29-100-019-000	C	2/5/2019 Impr-L	81674-0	\$25,304.78	\$450.00
R/R ALL WINDOWS IN THE PROPERTY --- INSTALL EGRESS WINDOWS WHERE REQUIRED.						
22 Elisa A. Mascorro 1402 S. Home Avenue	16-19-119-025-000	R	2/5/2019 Plum-L	81675-0	\$2,550.00	\$105.00
SEWER REPAIR ON PRIVATE PROPERTY R/R UP TO 5 FEET OF PIPE.						
23 Us Bank Trust, Trustee 3642 S. Clarence Avenue	16-31-410-081-000	R	2/5/2019 Impr-L	81676-0	\$0.00	\$100.00
PRELIMINARY ELECTRICAL AND PLUMBING INSPECTIONS TO VERIFY WHAT NEEDS TO BE BROUGHT TO CODE FOR 2 UNIT.						
24 Adalberto Barajas 6723 W. Riverside Drive	16-30-200-039-000	R	2/5/2019 Impr-L	81677-0	\$2,000.00	\$140.00
INSTALLED GARAGE DOOR FROM ALLEY AND REPAIR CRACKED CONCRETE FROM ALLEY CLOSE TO GARAGE. INSTALL A NEW OVERHEAD GARAGE DOOR AT THE ALLEY. INSTALL NEW CONCRETE . JULIE DIG # X0361202						
25 STEPEN DUDEK 2235 S. Clarence Avenue	16-30-203-018-000	R	2/6/2019 Bldg-B	8819-2	\$0.00	\$50.00
additional plumbing fee final						
26						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
<u>27</u> G.A.F Properties LLC 1524 S. Lombard Avenue	16-20-126-030-000	R	2/6/2019 Bldg-B	9201-0	\$7,500.00	\$765.00
<u>28</u> 3227 PARK LLC 6715 W. 31st Street	16-30-416-037-000	R	2/6/2019 Bldg-B	9202-0	\$0.00	\$4,355.00
<u>29</u> Raul Evariz & Arlene R. Buendi 6538 W. 28th Street	16-30-413-073-000	R	2/6/2019 Bldg-B	9203-0	\$25,740.00	\$1,500.00
<u>30</u> Thomas R. Coffman & Daria Zv 2324 S. Oak Park Avenue	16-30-112-035-000	R	2/6/2019 Dump-L	81650-1	\$300.00	\$50.00
<u>31</u> Deveraux Guy & Maureen 2646 S. Home Avenue	16-30-302-002-000	R	2/6/2019 Plum-L	81667-1	\$6,500.00	\$240.00
<u>32</u> Darren M Thomas 1930 S. Grove Avenue	16-19-322-025-000	R	2/6/2019 Impr-L	81678-0	\$4,280.00	\$535.00
<u>33</u> Lillian K.Stamas 1830 Clarence Avenue	16-19-410-033-000	R	2/6/2019 Impr-L	81679-0	\$1,400.00	\$40.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
<u>34</u> Rigberto Pizarro Medrano 3116 S. East Avenue	16-31-203-017-000	R	2/6/2019 Impr-L	81680-0	\$500.00	\$265.00
<u>35</u> Abel & Socorro Martinez 1534 S. Highland Avenue	16-20-124-031-000	R	2/6/2019 Elec-L	81681-0	\$2,300.00	\$125.00
<u>36</u> Jose & Salvador Gutierrez 6735.5 W. 26th Street	99-99-999-000-037	C	2/6/2019 Impr-L	81682-0	\$3,190.00	\$270.00
<u>37</u> Patrick Carnathan 1233 S. Home Avenue	16-19-104-017-000	R	2/6/2019 Dump-L	81683-0	\$0.00	\$50.00
<u>38</u> Judith La Frossia 6436 W. 27th Place	16-30-411-018-000	R	2/7/2019 Bldg-B	9154-1	\$0.00	\$130.00
<u>39</u> Maribel Gonzalez 6938 W. 29th Place	16-30-318-004-000	R	2/7/2019 Bldg-B	9204-0	\$4,000.00	\$695.00
<u>40</u> Luis P. Cabrera 3639 S. Cuyler Avenue	16-32-309-011-000	R	2/7/2019 Dump-L	81624-1	\$0.00	\$50.00
<u>41</u> Robert M. Quinones & Lizette 1305 S. Maple Avenue	16-19-109-003-000	R	2/7/2019 HVAC-L	81684-0	\$3,800.00	\$115.00
<u>42</u> Hilda Barba 1306 S. Home Avenue	16-19-111-026-000	R	2/7/2019 Elec-L	81685-0	\$6,650.00	\$315.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
43 Sylvia Padilla 2736 S. Lombard Avenue	16-29-311-034-000	R	2/7/2019 Elec-L	81686-0	\$10,035.00	\$375.00
NEW 100A OVERHEAD SERVICE - REMOVE ALL CLOTH WIRING, REMOVE ALL EXPOSED B/X. NEW CLOSET LIGHTS AND WALL SWITCHES AND NEW BATHROOM GFCI. -- THIS IS A SINGLE FAMILY HOUSE						
44 City of Berwyn - Miscellaneous 6700-M W. 26th Street	99-99-999-000-026	C	2/7/2019 Impr-L	81687-0	\$2,633.00	\$230.00
SOIL BORING AND TEMPORARY MONITORING WELL INSTALLATION TO MONITOR ADDRESS AT 3346 HARLEM AVE. WORK BEING DONE IN BACK OF 3333 HARLEM (QUANS OASIS)						
45 JAIME SANCHEZ RAMIREZ 2500 S. Gunderson Avenue	16-30-229-034-000	R	2/8/2019 Bldg-B	9137-1	\$0.00	\$200.00
PLUMBING PVC INSTALL, PLUMBING PVC HEAD TEST, PLUMBING FINAL AND WATER PRESSURE TEST REINSPECTION						
46 Lori Marsala 3801 S. Highland Avenue	16-32-326-001-000	R	2/8/2019 Bldg-B	9205-0	\$6,200.00	\$815.00
BUILD OUT ATTIC TO CREATE A MASTER BEDROOM SUITE AND BATHROOM TO INCLUDE SHOWER, TOILET AND SINK. NEW FRAMING, INSULATION, DRYWALL, ELECTRIC, HVAC AND PLUMBING. UPGRADE WATER METER FROM 5/8" TO 3/4". CALL WATER DEPARTMENT FOR WATER METER UPGRADE - 788-26						
47 Martin Pena 6921 W. 26th Street	16-30-115-031-000	R	2/8/2019 Plum-L	70292-1	\$0.00	\$150.00
PLUMBING REINSPECTION FOR KITCHEN NOT BEING VENTED AND PAYING FOR ELECTRICAL SERVICE INSPECTION ORIGINAL PERMIT IA REPLACE ALL WINDOWS TO CODE. CONVERT WATER SUPPLY HOSES FOR SINKS AND TOILETS TO METAL BRAIDED. BRING BSMT BATHROOM TO CODE. REPLACE DAMA						
48 Melchor H. Domantay Jr 1822 S. Oak Park Avenue	16-19-315-030-000	R	2/8/2019 Impr-L	77909-1	\$0.00	\$100.00
electrical rough and final reinspection - Egress to bedroom where needed to code. Any open light bulb in closets/storage rooms to be made fully enclosed. Front and side stairwells emergency lighting install with batt backup per code. RR garden apt. living						
49 Rigberto Pizarro Medrano 3116 S. East Avenue	16-31-203-017-000	R	2/8/2019 Impr-L	81680-1	\$0.00	\$50.00
PLUMBING FINAL REINSPECTION						
50 FRANCISCO GONZALEZ 3608 S. East Avenue	16-31-410-089-000	R	2/8/2019 Impr-L	81688-0	\$8,440.00	\$200.00
R/R BOILER. USING EXISTING LINER. CALL FOR FINAL INSPECTIONS.						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
51 Michele Colucci 3720 S. Elmwood Avenue	16-31-419-047-000	R	2/8/2019 HVAC-L	81689-0	\$3,345.00	\$215.00
52 Noble Management (Trust) 1847 S. Oak Park Avenue	16-19-408-020-000	R	2/8/2019 Impr-L	81690-0	\$6,000.00	\$460.00
53 Thomas A. Hodina 3619 S. Harvey Avenue	16-32-311-003-000	R	2/8/2019 Roof-L	81691-0	\$8,200.00	\$185.00
54 Lawrence E. Kelly 3748 S. Home Avenue	16-31-319-040-000	R	2/8/2019 Plum-L	81692-0	\$4,200.00	\$135.00
55 CIBROOK LTD 2828 S. Harvey Avenue	16-29-318-032-000	R	2/8/2019 Impr-L	81693-0	\$3,000.00	\$255.00
56 Edwin Raya 3224 S. Lombard Avenue	16-32-114-025-000	R	2/8/2019 Elec-L	81694-0	\$1,600.00	\$125.00
57 Lord & Walton Enterprises LLC 6709 W. 31st Street	16-30-416-039-000	R	2/11/2019 Bldg-B	9206-0	\$25,000.00	\$1,320.00
58 Wesley and Krista Lane 3520 S. Elmwood Avenue	16-31-408-025-000	R	2/11/2019 Impr-L	81090-2	\$0.00	\$150.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Russell Iwaniac 59	3824 S. Kenilworth Avenue 16-31-329-024-000	R	2/11/2019 Plum-L	81695-0	\$4,600.00	\$135.00
Jeanette Garcia	1632 S. Clarence Avenue 16-19-402-017-000	R	2/11/2019 Impr-L	81696-0	\$9,200.00	\$310.00
Gregory & Brenda Salvino	6911 W. 29th Place 16-30-317-031-000	R	2/11/2019 Impr-L	81697-0	\$100.00	\$40.00
Mohammed Musa	3121 S. Clarence Avenue 16-31-203-033-000	R	2/11/2019 Dump-L	81698-0	\$300.00	\$50.00
Elisa A. Mascorro	1402 S. Home Avenue 16-19-119-025-000	R	2/11/2019 Dump-L	81699-0	\$365.00	\$50.00
BREAKING GROUND INC	3525 S. Scoville Avenue 16-31-405-019-000	R	2/11/2019 Roof-L	81700-0	\$6,200.00	\$155.00
Maria L. & Cynthia Duran	3242 S. East Avenue 16-31-218-032-000	R	2/11/2019 Impr-L	81701-0	\$5,600.00	\$150.00
Hugh T. & Julie Gallo-Torres B	6600 W. 34th Street 16-31-233-007-000	R	2/12/2019 Bldg-B	9207-0	\$30,000.00	\$1,535.00

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(Building: Permit\_County\_All)

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #		Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Chicago Title Land Trust Comp 3323-27 S. Wisconsin Avenue	16-31-122-018-000	Compliance violations to include GFI outlets entire kitchen counters, bathrooms and laundry areas, all closet lights and storage lights completely enclosed lamps, install lighted exit signs w/battery back up to code, install emergency lighting with batter	C	2/12/2019 Impr-L	81672-0	\$19,000.00	\$2,795.00
67							
JOSE VALENCIA & ANA C. A 6433 W. 28th Street	16-30-411-047-000	REMOVE AND REPLACE (11) WINDOWS IN LIVING ROOM, KICTHEN , 1ST FL. BATHROOM, AND (2) BEDROOMS IN 2ND FL. Egress signed RR garage door for 2 cars.	R	2/12/2019 Impr-L	81702-0	\$2,800.00	\$105.00
68							
Rafael & Ana Luisa Padilla 3525 S. Maple Avenue	16-31-301-013-000	DEMO 1ST FL BATHROOM TO STUDS, UPDATE ALL FIXTURES AND PLUMBING , FLOORING. (FACETS, SHOWER, VANITY, SINK, TOILET AND TUB) ALL IN SAME LOCATION. ADDING ELECTRICAL (GFCI OUTLETS, EXHAUST FAN, 4 CANNED LIGHTS, SWITCHES).	R	2/12/2019 Impr-L	81703-0	\$10,000.00	\$685.00
69							
AFRE Series 3830 Highland Av 3830 S. Highland Avenue	16-32-325-014-000	REMOVING AND REPLACE 10FT OF BROKEN SEWER ON PRIVATE PROPERTY ----- ONCE WORK IS COMPLETE A VIDEO OF THE REPAIRED SEWER MUST BE BROUGHT INTO THE CITY.	R	2/12/2019 Plum-L	81704-0	\$3,500.00	\$120.00
70							
Sylvia Padilla 2736 S. Lombard Avenue	16-29-311-034-000	T/O RR ICE & WATER. TO CODE.	R	2/12/2019 Roof-L	81705-0	\$5,300.00	\$175.00
71							
Melissa Santos & Peter Jones 3240 S. Cuyler Avenue	16-32-111-063-000	BASEMENT BATHROOM INSTALLED AS ATF, INCLUDING PLUMBING IN ATTIC (WHICH WILL BE REMOVED) TO DETERMINE EXTEND OF WORK TO CODE. CONSULTATION TO DETERMINE OPTIONS AND WORK QUALITY TO CODE.	R	2/12/2019 Impr-L	81706-0	\$0.00	\$0.00
72							
Walton Contractors LLC 2331 S. Cuyler Avenue	16-29-109-014-000	COMPLETE GUT AND REHAB. - 1ST FLOOR WILL CONSIST OF KITCHEN, 1 EXISTING FULL BATHROOM, LIVING ROOM, DINING ROOM AND 2 EXISTING BEDROOMS, 2ND FLOOR WILL BE USED AS A RECREATIONAL SPACE WITH EGRESS WINDOWS CODE- DECONVERT SINK IN THE ATTIC - CAP ALL PIPES A	R	2/13/2019 Bldg-B	9208-0	\$30,000.00	\$1,185.00
73							
Us Bank Trust, Trustee 3642 S. Clarence Avenue	16-31-410-081-000	ELEC PRELIM REINSPECTION FEE FOR NO SHOW ONLY	R	2/13/2019 Impr-L	81676-1	\$0.00	\$50.00
74							

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Edward Stefancic 3526 S. Lombard Avenue	16-32-303-032-000	R	2/13/2019 Elec-L	81707-0	\$1,750.00	\$50.00
REPLACE METER SOCKET, PROPERTY GROUND ELECTRICAL SERVICE TO CODE, INSTALL GFCI OUTLETS IN KITCHEN, BATHROOM, GARAGE AND BASEMENT. REPLACE CLOSET LIGHT FIXTURES WITH ENCLOSED BULB FIXTURES.						
75 BYLINE BANCORP, INC	3322 S. Oak Park Avenue	16-31-127-051-000	installation of one pit ladder. Call EIS for inspection.	C	2/13/2019 Impr-L	81708-0 \$1,500.00 \$120.00
76 BCL-Home Rehab SUB 1 LLC	2507 S. Wesley Avenue	16-30-226-003-000	INTERIOR DEMO OF KITCHEN, BATHROOM, BASEMENT TO THE STUDS. NO STRUCTURAL DEMO	R	2/13/2019 Impr-L	81709-0 \$2,500.00 \$55.00
77 Lanzillotti	6713 W. 26th Street	16-30-225-032-000	REPLACE THE COVER FOR THE CANOPY AND THE INSTALLATION OF (6) EXTERIOR LIGHTS.	C	2/13/2019 Sign-L	81710-0 \$1,400.00 \$40.00
78 Joel & Renee Wurgler	1933 S. Wisconsin Avenue	16-19-318-012-000	DOUBLE RECEPTABLE OUTLET W/ DEDICATED CIRCUITS ADD SUB PANEL W/ 12 CIRCUITS.	R	2/13/2019 Impr-L	81711-0 \$1,340.00 \$140.00
79 Kevin J. Karen J. Buchs	6206 W. 35th Street	16-32-303-045-000	78 FT INTERIOR DRAIN TILE , 1/2 SUMP PUMP. EXISTING DEDICATED OUTLET.	R	2/13/2019 Impr-L	81712-0 \$6,286.78 \$315.00
80 NORTH SHORE HOLDINGS, L	3616 S. Elmwood Avenue	16-31-413-026-000	SINGLE FAMILY HOME COMPLETE REMODEL. 1ST FLOOR KITCHEN, FULL BATHROOM, LIVING/DINING ROOM AND 3 EXISTING BEDROOMS. NO 2ND FLOOR. R/R WINDOWS TO EGRESS WHERE NEEDED. BASEMENT TO BE FINISHED WITH A NEW BATHROOM, 1 NEW BEDROOM, LAUNDRY ROOM, MECHANICAL ROOM	R	2/14/2019 Bldg-B	9209-0 \$45,000.00 \$1,435.00
81 GZ 2124 LLC	2124 S. Wenonah Avenue	16-19-326-021-000	ATF COMPLIANCE: MAIN LEVEL BATHROOM MUST HAVE GFCI PROTECTED OUTLET TO BE INSTALLED. ENCLOSE ANY OPEN BULB FIXTURES THROUGHOUT HOUSE. BASEMENT CEILING BULBS TO BE FULLY ENCLOSED. BMST FRON FINISHED ROOM MUST HAVE EGRESS WINDOW INSTALLED TO CODE. ATF BMST	R	2/14/2019 Impr-L	81713-0 \$8,000.00 \$495.00
82						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
David Senicka 3807 S. Wisconsin Avenue	16-31-326-003-000	R	2/14/2019 Impr-L	81714-0	\$0.00	\$0.00
2ND FL. INTERIOR DEMO. BMST INTERIOR DEMO TO STUDS. NO LOAD BEARING WALLS. NO CONSTRUCTION UNTIL BUILDING PERMIT ISSUED. MUST CALL FOR DEMO FINAL BEFORE PROCEEDING WITH ANY BUILD OUT.						
83 Osvaldo Ocegueda Flores and	2344 S. Clinton Avenue	16-30-105-036-000	R	2/14/2019 Impr-L	81715-0	\$0.00 \$190.00
ATF: REAR YARD GAZEBO INSTALL. ENCLOSE FRONT PORCH. DECONVERT (UNINSTALL FENCE, NO FENCE ON FENCE PERMITTED).						
84 Rogelio Guadalajara	3807 S. Ridgeland Avenue	16-32-324-004-000	R	2/14/2019 Dump-L	81716-0	\$300.00 \$50.00
DUMPSTER TO REMOVE INTERIOR DEBRIS CLEAN OUT. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMING TRAFFIC.						
85 Maria Viteri	2710 S. Euclid Avenue	16-30-406-023-000	R	2/14/2019 Impr-L	81717-0	\$2,000.00 \$105.00
INSTALL SUB-SLAB VENTILATION SYSTEM. INCLUDES PRESSURE FIELD EXTENSION (PFE) TESTING , INSTALL OF ANTI-VIBRATION COLLARS, SEAL EXPOSED RADON ENTRY POINTS, INSTALL A RADON FAN, AND LOCATE ONE SUCTION POINT.						
86 Ramiro Huerta	1214 S. Kenilworth Avenue	16-19-105-029-000	R	2/15/2019 HVAC-L	81718-0	\$5,600.00 \$350.00
INSTALL 3 RADIATORS AND REPLACE BOILERS FOR BOTH UNITS. A WATTS 9-D DOUBLE CHECK VALVE IS ACCEPTABLE ON SINGLE FAMILY RESIDENCES ONLY. MULTI-FAMILY RESIDENCES REQUIRE A RPZ						
87 Jeanne & David D & Catherine	2219 S. Elmwood Avenue	16-30-207-013-000	R	2/15/2019 Plum-L	81719-0	\$989.00 \$90.00
INSTALL CLEANOUT IN SEWER STACK - MUST CAMERA LINE WHEN WORK IN DONE AND BRING VIDEO INTO CITY HALL. ----- ALL WORK IS INTERIOR.						
88 Ana P. Munoz	1318 S. Cuyler Avenue	16-20-107-025-000	R	2/19/2019 Bldg-B	8442-4	\$0.00 \$50.00
PLUMBING FINAL REINSPECTION PER JT FOR FAILED INSPECTION ON 11/1/2019.						
89 BCL-Home Rehab SUB 1 LLC	2507 S. Wesley Avenue	16-30-226-003-000	R	2/19/2019 Dump-L	81709-1	\$0.00 \$50.00
DUMPSTER FOR REMODEL DEBRIS. DUMPSTERS/PODS REQUIRE A FLASHING BARRICADE ON THE SIDE OF INCOMMING TRAFFIC.						
90						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
91 Paul E. Arriola & Colleen Arriol 2514 S. Elmwood Avenue	16-30-230-017-000	R	2/19/2019 Plum-L	81720-0	\$5,900.00	\$200.00
92 Public Safety Building 6401 W. 31st Street	16-30-419-007-000	M	2/19/2019 Impr-L	81721-0	\$34,000.00	\$520.00
93 Gary T. Whitfield 3648 S. Wesley Avenue	16-31-401-059-000	R	2/19/2019 Impr-L	81722-0	\$5,455.00	\$300.00
94 Chester & Harriet Wojciechows 3446 S. Euclid Avenue	16-31-229-029-000	R	2/19/2019 Dump-L	81723-0	\$0.00	\$50.00
95 EDGAR & MARTHA SILVA 3808 S. Wesley Avenue	16-31-421-016-000	R	2/19/2019 Impr-L	81724-0	\$0.00	\$40.00
96 Kathleen Ellsworth 1519 S. Cuyler Avenue	16-20-124-006-000	R	2/19/2019 POD-L	81725-0	\$0.00	\$50.00
97 DHM Capital LLC 2234 S. Clarence Avenue	16-30-202-021-000	R	2/19/2019 Impr-L	81726-0	\$0.00	\$40.00
98 Adam Bufka & Brigette Liss 2716 S. Cuyler Avenue	16-29-308-026-000	R	2/19/2019 Impr-L	81727-0	\$1,100.00	\$40.00
99 IBRAHEEM KADHIM 1812 S. Ridgeland Avenue	16-19-415-024-000	R	2/20/2019 Bldg-B	9125-1	\$0.00	\$100.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #		Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
100 HALYNA KULCHTSKA & IGOR 6425 W. 33rd Street	16-31-220-020-000	REMODELING SINGLE FAMILY HOME. NEW 1' WATER SERVICE INSTALL. NEW PLUMBING, HVAC, ELECTRICAL, WINDOWS (EGRESS WHERE NEEDED) DOORS, FRAMING. INSULATION, DRYWALL, FLOOR KITCHEN, CABINETS, APPLIANCES, TUCKPOINTING WHERE NEEDED. BIOLERS TO FORCED AIR # CONDENS	R	2/20/2019 Bldg-B	9210-0	\$76,000.00	\$3,450.00
101 Pamela H. Zachritz 1340 S. Wenonah Avenue	16-19-110-035-000	SERVICE UPGRADE AND PIPE & WIRE KITCHEN AND BATHROOM	R	2/20/2019 Elec-L	80326-1	\$3,500.00	\$125.00
102 Darren M Thomas 1930 S. Grove Avenue	16-19-322-025-000	ELEC ROUGH REINSPECTION FOR FAILED ELEC INSP 2/20/2019	R	2/20/2019 Impr-L	81678-1	\$0.00	\$50.00
103 Alfredo Estrada 2732 S. Euclid Avenue	16-30-406-032-000	R/R AC UNIT AND R/R FURNACE USING EXISTING LINER. CALL FOR FINAL INSPECTION	R	2/20/2019 HVAC-L	81728-0	\$10,939.00	\$190.00
104 Hung & Helen Nguyen 3221 S. Harlem Avenue	16-31-108-010-000	INSTALL FIRE ALARM TO CODE.	C/R	2/20/2019 Impr-L	81729-0	\$0.00	\$255.00
105 2017-1 IH Borrower L,P 3606 S. Euclid Avenue	16-31-400-033-000	SEWER REPAIR ON THE PARKWAY SIDE. JULIE DIG #	R	2/20/2019 Plum-L	81730-0	\$3,795.00	\$195.00
106 Hung & Helen Nguyen 3221 S. Harlem Avenue	16-31-108-010-000	INTERIOR BUILD-OUT OF EXISTING RETAIL SPACE INTO A NEW NAIL SALON. - REMODEL THE EXISTING BATHROOM, INSTALL 3 NAIL STATIONS, 5 PEDICURE STATIONS, RECEPTION AREA, HANDWASHING SINK AND LAUNDRY AREA -- ALL WORK TO CODE.	C/R	2/20/2019 Impr-L	81731-0	\$25,000.00	\$1,735.00
107 Amelia & Julio Carrasco 2808 S. Harvey Avenue	16-29-318-024-000	Preliminary electrical inspection: Per compliance inspection several ATF permits needed please see inspection sheet dated 02.11.2019 owner remodeled main level kitchen and bathroom, installed a bathroom and illegal kitchen in the basement, also had HVAC w	R	2/20/2019 Impr-L	81732-0	\$0.00	\$50.00
108 Efrain N. Castillo 2113 S. Clarence Avenue	16-19-427-005-000	INSTALL GFI IN WET BAR CHANGE METER SOCKET TO NEW 100 AMP METER SOCKET	R	2/20/2019 Elec-L	81733-0	\$1,100.00	\$125.00
109 Richard Susralski 1226 S. Home Avenue	16-19-103-034-000	r/r garage overhead door	R	2/20/2019 Impr-L	81734-0	\$1,100.00	\$40.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
Daniel D. Lannie 1823 S. Oak Park Avenue	16-19-408-010-000	R	2/21/2019 Roof-L	81736-0	\$4,800.00	\$125.00
110						
Miguel A Valdez & Ana Laura V 7054 W. 26th Parkway	16-30-301-016-000	R	2/21/2019 Impr-L	81737-0	\$900.00	\$190.00
111						
Lillian J. Lazu Villanueva 3425 S. Grove Avenue	16-31-135-005-000	R	2/22/2019 Impr-L	81738-0	\$700.00	\$190.00
112						
Hilda Barba 1306 S. Home Avenue	16-19-111-026-000	R	2/22/2019 Impr-L	81739-0	\$5,200.00	\$230.00
113						
PCC Community Wellness Ce 6201 W. Roosevelt Road	16-20-103-010-000	C	2/22/2019 SmCell-L	81740-0	\$0.00	\$350.00
114						
Alivio Medical Center 6447 W. Cermak Road	99-99-999-000-043	C	2/22/2019 Plum-L	81741-0	\$7,000.00	\$165.00
115						
Evaristo & Paula Corona 1330 S. Lombard Avenue	16-20-110-028-000	R	2/22/2019 Impr-L	81742-0	\$1,100.00	\$40.00
116						
Cibrook Ltd 2537 S. Scoville Avenue	16-30-229-013-000	R	2/22/2019 Impr-L	81743-0	\$16,480.00	\$315.00
117						
Vicki Daniels & Stephen Adam 3214 S. Home Avenue	16-31-111-019-000	R	2/25/2019 Bldg-B	9211-0	\$259,000.00	\$5,200.00
118						

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
J Development LLC 119 2705 S. Highland Avenue	16-29-310-003-000	R	2/25/2019 Impr-L	81744-0	\$1,550.00	\$105.00
Pellegrino Pescatore 120 6214-16 W. Cermak Road	16-20-332-024-000	C	2/25/2019 Impr-L	81745-0	\$26,000.00	\$755.00
Douglas Meier & Melissa Made 121 3140.5 S. Grove Avenue	16-31-106-041-000	R	2/25/2019 Roof-L	81746-0	\$6,881.00	\$155.00
Brian J. Gnutel 122 1641 S. Wesley Avenue	16-19-402-011-000	R	2/25/2019 Plum-L	81747-0	\$6,700.00	\$270.00
Sarah Nugnis 123 1308 S. Home Avenue	16-19-111-027-000	R	2/25/2019 Elec-L	81748-0	\$18,000.00	\$380.00
Oscar A. Lopez 124 3545 S. Scoville Avenue	16-31-405-026-000	R	2/25/2019 Impr-L	81749-0	\$500.00	\$140.00
Silverio Arellano 125* 1433 S. Grove Avenue	16-19-123-013-000	R	2/25/2019 Fence-L	81750-0	\$0.00	\$135.00
Mamoon (Nick) Kishta 126 1817 S. Harlem Avenue	16-19-308-058-000	C	2/25/2019 Elec-L	81751-0	\$745.00	\$140.00
Christopher Campbell & Jill Du 127 3130 S. Wenonah Avenue	16-31-102-034-000	R	2/26/2019 Bldg-B	9016-2	\$0.00	\$50.00
FP BUCKTHORN LTD 128 2625 S. Clarence Avenue	16-30-403-015-000	R	2/26/2019 Bldg-B	9097-4	\$0.00	\$100.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
<u>129</u> Miguel Nava 2330 S. Ridgeland Avenue	16-30-215-031-000	R	2/26/2019 Plum-L	81752-0	\$3,197.00	\$195.00
			DIG DOWN IN THE PARKWAY AND REPAIR SEWER - MUST REMOVE THE BROKEN OFF RAD THAT HAS BEEN IN THE SEWER SINCE 2017. -- AFTER WORK IS COMPLETED MUST CAMERA THE SEWER AND BRING THE VIDEO INTO CITY HALL FOR REVIEW.			
<u>129</u> Ann M. & Christopher Swanson 1826 S. Cuyler Avenue	16-20-308-028-000	R	2/26/2019 Elec-L	81753-0	\$9,989.00	\$260.00
			REMOVE ALL CLOTH WIRING AND REPLACE WITH NEW COPPER WIRE, PROVIDE AND INSTALL CLOSET APPROVED LIGHTS, REMOVE PULL CHAINS, INSTALL WIRE MOLD IN ATTIC, RECEPTACLES AND SWITCHES TO CODE, INSTALL CEILING FANS IN LIVING ROOM AND DINE ROOM, INSTALL NEW MOTION L			
<u>130</u> Gapal Investment Corp 1215 S. Cuyler Avenue	16-20-101-011-000	R	2/27/2019 Bldg-B	9163-1	\$0.00	\$565.00
			additional inspection - failed plumbing underground inspection, plumb ug for drain tile, plumb ug for pvc head test and pvc installation, rough plumb drain tile, final plumbing drain tile, gas pressure test, pre-pour basement floor, plumbing ug for sewer			
<u>131-</u> MARIO B. GARCIA 1322 S. Euclid Avenue	16-19-208-030-000	R	2/27/2019 Bldg-B	9212-0	\$30,000.00	\$1,390.00
			BUILD A 2ND FLOOR ADDITION AND INTERIOR REMODEL - 1ST FLOOR WILL CONSIST OF KITCHEN, 1 FULL BATHROOM, LIVING ROOM, DINING ROOM, AND 1 EXISTING BEDROOMS. 2ND FLOOR WILL CONSIST OF 1 NEW BATHROOM AND 2 NEW BEDROOMS WITH RECREATIONAL AREA WITH WINDOWS TO EGR			
<u>132</u> Magdaleno Quiroga & Norma 2430 S. Grove Avenue	16-30-111-034-000	R	2/27/2019 Gar-B	9213-0	\$5,000.00	\$425.00
			DEMOLISH EXISTING GARAGE AND ERECT ON NEW SLAB 20X24 HEIGHT: 15FT. NEW 2 CAR GARAGE BY OWNER . THIS WILL INCLUDE A 'PARTY DOOR' INSTALL LEADING TO REAR OF YARD. (16X8FT). JULIE DIG # ATTACHED.			
<u>133</u> Ernesto Cabrera 6434 W. 27th Place	16-30-411-019-000	R	2/27/2019 Elec-L	80563-1	\$0.00	\$50.00
			COMPLIANCE VIOLATION - REPAIR WINDOWS AND INSTALL EGRESS WINDOW IN THE BASEMENT TO CODE. ENCLOSE ALL OPEN BULB LIGHTING, REPAIR BASEMENT BATHROOM CEILING, INSTALL BASEMEN HEATER, ELECTRICAL METER SOCKETS UPGRADE TO CODE, ENCLOSE GARAGE OPEN LIGHT BULBS.			

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# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
135 Bob Dziedzic 1528 S. East Avenue	16-19-227-030-000	ELECTRICAL REINSPECTION FEE.	R	2/27/2019 Impr-L	81618-1	\$0.00 \$50.00
136 Jeanette Garcia 1632 S. Clarence Avenue	16-19-402-017-000	UNIT 1: RR EXISTING KITCHEN CABINETS INSTALL NEW COUNTERTOPS. REFINISHING HARDWOOD FLKOOORS. PAINTING WALLS, CEILINGS, AND TRIMMINGS. INSTALLING CAN LIGHTING IN THE KICTHEN. HALLWAY, AND LIVING ROOM. INSTALLING 2 OUTLETS ON KITCHEN COUNTER ISLAND.	R	2/27/2019 Impr-L	81696-1	\$0.00 \$50.00
137 DHM Capital LLC 2234 S. Clarence Avenue	16-30-202-021-000	TO CLEAN DEBRIS FROM L-81726	R	2/27/2019 Dump-L	81754-0	\$470.00 \$50.00
138 Frank Zarate 1322 S. Ridgeland Avenue	16-19-215-032-000	REPAIR SEWER IN STREET.	R	2/27/2019 Plum-L	81755-0	\$6,500.00 \$50.00
139 Richard Meraz 3818 S. Cuyler Avenue	16-32-324-022-000	VENTING FOR KITCHEN SINK DRAIN.	R	2/27/2019 Plum-L	81756-0	\$900.00 \$90.00
140 Chuck S. & Nancy E. Schultz 6436 W. Fairfield Avenue	16-31-220-004-000	ELECTRICAL SERVICE UPGRADE, INSTALL NEW PANEL 100 AMPS, 30 STATION, NEW METER SOCKET, NEW OVERHEAD CONDUIT, NEW GROUNDING SYSTEM.	R	2/27/2019 Elec-L	81757-0	\$3,950.00 \$125.00
141 Juliana Garcia 1833 S. Euclid Avenue	16-19-409-015-000	REMODELING 1ST FL RES BATHROOM. ALL EXISTING PLUMBING/ELEC FIXTURES TO REMAIN. UPDATING CABINETS AND TILE (FLOORING/WALLS) ONLY.	R	2/27/2019 Impr-L	81758-0	\$2,600.00 \$155.00
142 A and E Corporation 6700 W. 26th Street 0	99-99-999-000-061	INSTALLATION OF FIBER OPTIC CABLE ALONG BERWYN'S PUBLIC RIGHT OF WAY. THE FIBER OPTIC CABLE WIL BE INSTALLED AERIALY ALONG EXISTING WOOD UTILITY POLES.		2/27/2019 Impr-L	81759-0	\$15,000.00 \$235.00
143 Edgar A. Sanchez 2626 S. Clarence Avenue	16-30-402-030-000	ATF: BASEMENT KITCHEN DECONVERT. COMPLETE REMOVAL OF KITCHEN SINK/TOILET/CABINETS/COUNTER. ALL PLUMBING TO BE RETURNED TO SOURCE.	R	2/27/2019 Impr-L	81760-0	\$200.00 \$140.00
144 Juan Leyva Espinosa 6502 W. 28th Place	16-30-414-013-000	PRRELIM CONSULT FOR EXTERIOR WORK PROPOSED TO INSTALL 2ND LEVEL ELEVATED DECK. HOMEOWNER WIL DISCUSS PIER/FOUNDATION REQ FOR EXTERIOR WORK.	R	2/27/2019 Impr-L	81761-0	\$0.00 \$65.00

# Report Of Building/Improvement Permits Issued By The City Of Berwyn

Friday, March 01, 2019

Between: 2/1/2019 And 2/28/2019

Name and Address	P.I.N. #	Census Class	Permit Issued	Permit #	Cost Of Improvements	Cost Of Permit
145 Adalberto & Maria Barajas 2518 S. Euclid Avenue	16-30-224-021-000	R	2/28/2019 Bldg-B	9200-1	\$0.00	\$50.00
146 Darius Grant 1505 S. Clarence Avenue	16-19-227-003-000	R	2/28/2019 Impr-L	81762-0	\$0.00	\$40.00
147 Karla Soriano 3218 S. East Avenue	16-31-218-037-000	R	2/28/2019 Impr-L	81763-0	\$1,000.00	\$140.00
148 Mariano Mallo 3633 S. Clinton Avenue	16-31-313-017-000	R	2/28/2019 Plum-L	81764-0	\$1,600.00	\$90.00
149 Larry Dunne 6451 W. 28th Place	16-30-413-042-000	R	2/28/2019 Roof-L	81765-0	\$18,530.00	\$335.00
150 Sunpreet Grewal & Harpreet Si 3127 S. Highland Avenue	16-32-108-002-000	R	2/28/2019 Impr-L	81766-0	\$0.00	\$65.00
151 Joyce Williams 2111 S. Wenonah Avenue	16-19-327-005-000	R	2/28/2019 Elec-L	81767-0	\$2,210.00	\$125.00
152 Goran Kutlich 1304 S. Scoville Avenue	16-19-212-025-000	R	2/28/2019 Impr-L	81768-0	\$1,000.00	\$90.00
153 Aaron Avila 3823 S. Oak Park Avenue	16-31-420-009-000	R	2/28/2019 Impr-L	81769-0	\$4,000.00	\$70.00

153 Building and Local Improvement Permits Issued During Period

Totals . . . . \$1,340,123.56 \$60,890.00

Mayor  
Robert J. Lovero

K-4



6th Ward Alderman  
Alicia Ruiz

March 12, 2019

The Honorable Robert J. Lovero  
Members of the City Council

RE: Handicap Parking Application #1246  
2103-1/2 S. Oak Park Ave.

Ladies and Gentlemen:

After careful review, I would like to concur with the staff's recommendation of approval and respectfully submit the attached application for **APPROVAL** of a handicap **SPACE**.

<u>Address</u>	<u>Applicant Name</u>	<u>Application #</u>
2103-1/2 S. Oak Park Ave.	Christian Hamidani	1246

Thank you very much,

Alicia Ruiz  
6th Ward Alderman

AR/sla

Enc: Handicap Application



# Berwyn Police Department

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

## Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero  
From: Berwyn Police Department Community Service Division  
Date : 1/10/2019  
Officer: M. Raimondi

Applicant Name: Christian Hamidani

Address: 2103 1/2 Oak Park Ave, Berwyn IL 60402

Telephone:

Nature of Disability:

### Information

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

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

Report # 19-00440

6th Ward Alderman: ALICIA RUIZ

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

**OFFICIAL SWORN POLICE REPORT**

# Berwyn Police Department

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

Incident#: 19-00440

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)				INCIDENT # 19-00440	
REPORT TYPE Incident Report	RELATED CAD # C19-002857	DESCRIPTION Applicant File			
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 2103 1/2 S OAK PARK AV Berwyn, IL 60402				
HOW RECEIVED	WHEN REPORTED 01/13/2019 07:15	TIME OF OCCURRENCE 01/13/2019 07:15	STATUS CODE	STATUS DATE	

**INVOLVED ENTITIES**

NAME HAMIDANI, CHRISTIAN A					DOB	AGE 68
ADDRESS 2103 1/2 S OAK PARK AV - 204 Berwyn, IL 60402				FBI #	IR #	
SEX M	RACE	HGT 5' 5"	WGT 150	HAIR Grey	PHONE Mobile	
EYES Brown	SID #	DL #	DL State IL	ALT PHONE Home		
CLOTHING				Handcuff Double Locked	Prints Taken	Criminal History
Employer						

UCR	DRAFT	TYPE Reporting Party	RELATED EVENT #	Count 1
STATUTE				

**INVOLVED VEHICLES**

VEH/PLATE #	STATE IL	TYPE Sedan, 2-door	INVOLVEMENT	VIN #
YEAR 2003	MAKE Honda	MODEL Insight	COLOR Blue	OWNER HAMIDANI, CHRISTIAN A
COMMENTS				
Towed	Towed By	Tow Number	Impounded	Hold

**NARRATIVES**

<p><b>PRIMARY NARRATIVE</b></p> <p>Christian Hamidani, who resides at 2103 1/2 Oak Park Ave, is requesting handicapped parking signs to be placed in front of his residence.</p> <p>Parking on the block is very difficult, as there are large multi-unit dwellings and commercial businesses on the block.</p>
---

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

**Incident#: 19-00440**

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00440	
REPORT TYPE Incident Report	RELATED CAD # C19-002857	DESCRIPTION Applicant File		
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 2103 1/2 S OAK PARK AV Berwyn, IL 60402			
HOW RECEIVED	WHEN REPORTED 01/13/2019 07:15	TIME OF OCCURRENCE 01/13/2019 07:15	STATUS CODE	STATUS DATE

The information provided meets criteria for eligibility for handicapped parking space, in accordance with Berwyn City Ordinance 484.05.

REPORTING OFFICER RAIMONDI, MARGO J	Unit # 192	SUPERVISOR	Unit #
--	---------------	------------	--------

**DRAFT**

**Handicapped Space/Zone**  
**Police Department Site Inspection**

Application # 1246

Police Department Designee C.S.O. Margo J. Raimondi

Comments: No current handicap spaces on block. Large multi-unit dwellings, and commercial businesses cause parking difficulty. No garage or on-premises parking. There are only a few parking spaces on the west side of the block, due to businesses.

Date: 1/10/2019

Police Report # 19-00440

**Handicapped Space/Zone**  
**Public Works Site Inspection**

Application # 1246

Public Works Director or Designee Dan Schiller

Comments: There are no obstructions to installation of a reserved space at this location. There are no existing reserved spaces on the block.

Meets Public Works Criteria:

Parking Space  
 Parking Zone

Yes  
 Yes

X

No  
 No

X

Date: 2/15/2019

Police Report # 19-00440

**Handicapped Space/Zone  
Traffic Engineer Site Inspection**

Application # 1246

Traffic Engineer or Designee Nicole Campbell

Comments: No additional comments.

Meets Traffic Criteria for:

Parking Space

Yes

No

Parking Zone

Yes

No

Date: 2/22/2019

Police Report # 19-00440

Rec'd by City Clerk: 2/26/2019

To Alderman: 2/26/2019

To Council: 3/12/19

Determination: APPROVE

Notice to Applicant:

Paid:

Sign #:

Comments:






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www.berwyn-il.gov

## Physician Form (A)

**This form must be filled out in its entirety and signed by your physician.**

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

*[Handwritten text, mostly illegible]*

Does the patient utilize any of the following? :

Walker \_\_\_\_\_ Wheel Chair \_\_\_\_\_ Cane \_\_\_\_\_ Oxygen \_\_\_\_\_

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

*[Handwritten Signature]*  
\_\_\_\_\_  
(Physician's Signature/Stamp)

12/19/18  
\_\_\_\_\_  
(Date)

Joel Augustin  
\_\_\_\_\_  
(Print Physician's Name)

7000 W Central Rd  
Berwyn IL 60402 708 480 8091  
\_\_\_\_\_  
(Address and Telephone Number)

**Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois**



**A Century of Progress with Pride**

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

**Form B**

**Owner Consent For Handicap Sign  
Placement/Drop-off Zone**

I RADKO ROTYKA, owner/manager of the property at  
2103½ S. OAK PARK AVE. APT. 204  
BERWYN, IL 60402, state as follows:

- 1) That CHRISTIAN A HAMIDANI is a tenant at the above listed property.
- 2) That CHRISTIAN A HAMIDANI has no access to any parking on the premises.
- 3) That if CHRISTIAN A HAMIDANI is granted a handicapped sign or drop-off zone by the City of Berwyn, I have no objection to the placement of signs in front of this address.
- 4) I agree to notify the City of Berwyn if CHRISTIAN A HAMIDANI no longer resides on the premises.

\_\_\_\_\_  
Signature/Date

Name: RADKO ROTYKA  
Address: \_\_\_\_\_  
Phone#: 708-652-0730

Mayor  
Robert J. Lovero



7th Ward Alderman  
Rafael Avila

K-5

March 12, 2019

The Honorable Robert J. Lovero  
Members of the City Council

RE: Handicap Parking Application #1244  
1524 S. Kenilworth Ave.

Ladies and Gentlemen:

After careful review, I would like to concur with the staff's recommendation of approval and respectfully submit the attached application for **APPROVAL** of a handicap **SPACE**.

<u>Address</u>	<u>Applicant Name</u>	<u>Application #</u>
1524 S. Kenilworth Ave.	Peter Miller	1244

Thank you very much,

Rafael Avila  
7th Ward Alderman

RA/sla

Enc: Handicap Application



Application Number 1244 ✓

# Berwyn Police Department

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

## Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero  
From: Berwyn Police Department Community Service Division  
Date : 1/8/2019  
Officer:

Applicant Name: Peter Miller  
Address: 1524 Kenilworth Ave, Berwyn IL 60402  
Telephone:  
Nature of Disability:

### Information

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

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

Report # 19-000253

7th Ward Alderman: RAFAEL AVILA

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

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

Incident#: 19-00253

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)				INCIDENT # 19-00253	
REPORT TYPE Incident Report	RELATED CAD # C19-001738	DESCRIPTION Applicant File			
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1524 S KENILWORTH AV Berwyn, IL 60402				
HOW RECEIVED Telephone	WHEN REPORTED 01/08/2019 12:45	TIME OF OCCURRENCE 01/08/2019 12:45	STATUS CODE	STATUS DATE	

**INVOLVED ENTITIES**

NAME MILLER, PETER F				DOB	AGE 68
ADDRESS 1524 S KENILWORTH AV Berwyn, IL 60402			FBI #	IR #	
SEX M	RACE	HGT 5' 11"	WGT 160	HAIR Brown	PHONE Home
EYES Brown	SID #	DL #	DL State	ALT PHONE Home	
CLOTHING				Handcuff Double Locked	Prints Taken
Criminal History					
Employer					
UCR			TYPE Reporting Party	RELATED EVENT #	Count 1
STATUTE					

DRAFT

**INVOLVED VEHICLES**

VEH/PLATE #	STATE IL	TYPE	INVOLVEMENT	VIN #
YEAR 2008	MAKE Ford	MODEL Escape	COLOR Red	OWNER MILLER, PETER F
COMMENTS				
Towed	Towed By	Tow Number	Impounded	Hold

**NARRATIVES**

**PRIMARY NARRATIVE**

Peter Miller, who resides at 1524 Kenilworth Ave, Berwyn IL, is requesting handicapped parking signs to be placed in front of his residence.

as a permanent placard: DB54453.

Mr. Miller is the home owner. There is no garage, driveway, or on-premises parking. The front entrance to the residence has a wide, five step stairway with handrails. In the rear of the residence there is a ramp which Mr. Miller

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

Incident#: 19-00253

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00253	
REPORT TYPE Incident Report	RELATED CAD # C19-001738	DESCRIPTION Applicant File		
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 1524 S KENILWORTH AV Berwyn, IL 60402			
HOW RECEIVED Telephone	WHEN REPORTED 01/08/2019 12:45	TIME OF OCCURRENCE 01/08/2019 12:45	STATUS CODE	STATUS DATE

does not like to use.

There are single family and multi-unit dwellings on the block.

Currently, there are three handicapped parking spaces on the block; at 1529 Kenilworth, 1514 Kenilworth and 1511 Kenilworth.

The information provided meets the criteria for eligibility for handicapped parking signs, under Berwyn City Ordinance 484.05.

REPORTING OFFICER RAIMONDI, MARGO J	Unit # 192	SUPERVISOR	Unit #
--	---------------	------------	--------

DRAFT

## Handicapped Space/Zone Police Department Site Inspection

Application # 1244

Police Department Designee C.S.O. Margo J. Raimondi

Comments: Three handicapped parking spaces on block; 1529, 1514, and 1511 Kenilworth. There are single family and multi-unit dwellings on the block. No garage, driveway, or on-premises parking. Wide, five step stairway in front of residence, with handrails. Ramp in rear of residence.

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

Police Report # 19-000253

## Handicapped Space/Zone Public Works Site Inspection

Application # 1244

Public Works Director or Designee Dan Schiller

Comments: There are no obstructions to installation of a reserved space at this location. There are 3 existing reserved parking spaces on this block. There is no parking available on the property. There is a ramp in the rear of the property without handrails.

Meets Public Works Criteria:

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

Date: 2/15/2019

Police Report # 19-000253

**Handicapped Space/Zone  
Traffic Engineer Site Inspection**

Application # 1244

Traffic Engineer or Designee Nicole Campbell

Comments: No additional comments.

Meets Traffic Criteria for:

Parking Space

Yes

No

Parking Zone

Yes

No

Date: 2/22/2019

Police Report # 19-000253

Rec'd by City Clerk: 2/22/2019  
To Alderman: 2/22/2019  
To Council: 3/12/19  
Determination: APPROVE  
Notice to Applicant:  
Paid:  
Sign #:

Comments:


The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

APP #1244

CITY OF BERWYN  
CLERK'S OFFICE  
2018 MAY 2 P 12:07

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

**Affidavit For Handicapped Parking Sign or Drop Off Zone**

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

**INITIAL**     **RENEWAL**

Peter Miller  
(Name of Handicapped Applicant)

\_\_\_\_\_  
(Date of Birth)

1524 Kenilworth  
(Berwyn Address)

\_\_\_\_\_  
(Name of caregiver, or guardian if minor)

\_\_\_\_\_  
(Date of Birth)

\_\_\_\_\_  
(Telephone /Cell Phone Number)

Are you the homeowner?    Yes / No

Is there a Driveway/Carport on the property?    Yes No

Is there a garage on the property?    Yes No

If so, what is the garage currently being used for? \_\_\_\_\_

\*\*\*\*\*

**Vehicle Information**

Ford Escape  
(Vehicle make and model)

2008    Red  
(Year / Color)

\_\_\_\_\_  
(Illinois License Plate Number)

5296  
(Current City Vehicle Sticker Number)

I am the OWNER of the vehicle    Yes / No

I am the DRIVER of the vehicle    Yes / No

DB 54453  
(Illinois Permanent Handicap Placard Number)  
With Expiration Date

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

\_\_\_\_\_  
Signature of Applicant or Legal Guardian

11-21-18  
Date

**Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois**

Peter Miller

The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

CITY OF BERWYN  
CLERK'S OFFICE  
NOV 26 P 2:36

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

### Physician Form (A)

This form must be filled out in its entirety and signed by your physician.

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

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

Does the patient utilize any of the following? :

Walker \_\_\_\_\_ Wheel Chair \_\_\_\_\_ Cane \_\_\_\_\_ Oxygen \_\_\_\_\_

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

\_\_\_\_\_  
(Physician's Signature/Stamp)

Brian Ing MD  
\_\_\_\_\_  
(Print Physician's Name)

11/14/18  
\_\_\_\_\_  
(Date)  
LOYOLA CENTER FOR HEALTH AT NORTH RIVERSIDE  
1950 S. HARLEM AVENUE  
NORTH RIVERSIDE, IL 60546  
(708) 354-9250  
\_\_\_\_\_  
(Address and Telephone Number)

Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois

The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

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www.berwyn-il.gov

## Form B

### Owner Consent For Handicap Sign

#### Placement/Drop-off Zone

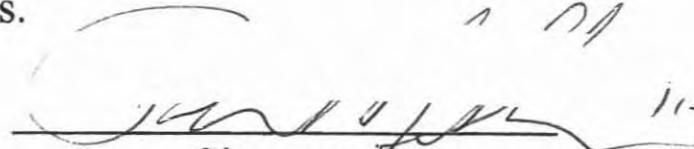
I Peter Miller (owner) manager of the property at  
1524 Kenilworth, state as follows:

1) That \_\_\_\_\_ is a tenant at the above listed property.

2) That Peter Miller has no access to any parking on the premises.

3) That if Peter Miller is granted a handicapped sign or drop-off zone by the City of Berwyn, I have no objection to the placement of signs in front of this address.

4) I agree to notify the City of Berwyn if Peter Miller no longer resides on the premises.

  
Signature/Date 11-21-08

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_

Mayor  
Robert J. Lovero



7th Ward Alderman  
Rafael Avila

K-6

March 12, 2019

The Honorable Robert J. Lovero  
Members of the City Council

RE: Handicap Parking Application #1248  
2246 S. Grove Ave.

Ladies and Gentlemen:

After careful review, I would like to override the staff's recommendation of denial and respectfully submit the attached application for **APPROVAL** of a handicap **SPACE**.

<u>Address</u>	<u>Applicant Name</u>	<u>Application #</u>
2246 S. Grove Ave.	Eugene Manion	1248

Thank you very much,

Rafael Avila  
7th Ward Alderman

RA/sla

Enc: Handicap Application



# Berwyn Police Department

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

## Handicapped - Parking / Zone Request Form

To : Mayor Robert J. Lovero  
From: Berwyn Police Department Community Service Division  
Date : 1/10/2019  
Officer: M. Raimondi

Applicant Name: Eugene Manion

Address: 2246 Grove Ave, Berwyn IL 60402

Telephone:

Nature of Disability:

### Information

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

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

Report # 19-00441

Ward Alderman: Rafael Avila

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

**OFFICIAL SWORN POLICE REPORT**

# Berwyn Police Department

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

Incident#: 19-00441

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00441		
REPORT TYPE Incident Report	RELATED CAD # C19-002858	DESCRIPTION Applicant File			
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 2246 S GROVE AV Berwyn, IL 60402				
HOW RECEIVED In Person	WHEN REPORTED 01/13/2019 07:16	TIME OF OCCURRENCE 01/13/2019 07:16	STATUS CODE	STATUS DATE	

**INVOLVED ENTITIES**

NAME MANION, EUGENE D					DOB	AGE 89
ADDRESS 2246 S GROVE AV Berwyn, IL 60402				FBI #	IR #	
SEX M	RACE	HGT	WGT	HAIR Grey	PHONE Home	
EYES	SID #	DL #	DL State		ALT PHONE Mobile	
CLOTHING				Handcuff Double Locked	Prints Taken	Criminal History
Employer						
UCR			TYPE	RELATED EVENT #	Count 1	
STATUTE						

DRAFT

**INVOLVED VEHICLES**

VEH/PLATE #	STATE IL	TYPE Carryall/SUV	INVOLVEMENT	VIN #
YEAR 2011	MAKE Kia Motors Corp	MODEL Sportage	COLOR Blue, Dark	OWNER MANION, EUGENE D
COMMENTS				
Towed	Towed By	Tow Number	Impounded	Hold

**NARRATIVES**

**PRIMARY NARRATIVE**

Eugene Manion, who resides at 2246 Grove Ave, Berwyn IL, is requesting handicapped parking signs to be placed in front of his residence.

There are single family dwellings on the block. Parking becomes very difficult, especially on the weekends, due to patrons from the restaurants on Cermak and Grove/Oak Park, taking up many parking spaces on the block.

**OFFICIAL SWORN POLICE REPORT**

**Berwyn Police Department**

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

Incident#: 19-00441

STATION COMPLAINT UCR/Offense Code 9041 (Applicant File)			INCIDENT # 19-00441	
REPORT TYPE Incident Report	RELATED CAD # C19-002858	DESCRIPTION Applicant File		
DOT #	LOCATION OF OFFENSE (HOUSE NO., STREET NAME) 2246 S GROVE AV Berwyn, IL 60402			
HOW RECEIVED In Person	WHEN REPORTED 01/13/2019 07:16	TIME OF OCCURRENCE 01/13/2019 07:16	STATUS CODE	STATUS DATE

Mr. Manion is not the property owner, and there is no garage or on-premises parking available.

Currently there are no handicapped parking spaces on the block.

The information provided meets the criteria for eligibility for handicapped parking space, in accordance with City of Berwyn Ordinance 484.05.

REPORTING OFFICER RAIMONDI, MARGO J	Unit # 192	SUPERVISOR	Unit #
--	---------------	------------	--------

DRAFT

The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

*Handwritten signature and number: 12/25/18*

A Century of Progress with Pride

6700 West 26<sup>th</sup> Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2600 Fax: (708) 788-2675  
www.berwyn-il.gov

**Affidavit For Handicapped Parking Sign or Drop Off Zone**

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

INITIAL  RENEWAL

Eugene D. MANION SR. (Name of Handicapped Applicant)      \_\_\_\_\_ (Date of Birth)      2246 GROVE AVE (Berwyn Address)

\_\_\_\_\_  
(Name of caregiver, or guardian if minor)      \_\_\_\_\_ (Date of Birth)      \_\_\_\_\_ (Telephone /Cell Phone Number)

Are you the homeowner?      Yes  No       Is there a Driveway/Carport on the property?      Yes  No   
Is there a garage on the property?      Yes  No       If so, what is the garage currently being used for? DVA

\*\*\*\*\*

**Vehicle Information**

KIA-SPORTAGE (Vehicle make and model)      2011 DK-BLUE (Year / Color)  
\_\_\_\_\_  
(Illinois License Plate Number)      343 (Current City Vehicle Sticker Number)  
I am the OWNER of the vehicle  Yes / No       DB 98910 (Illinois Permanent Handicap Placard Number)  
I am the DRIVER of the vehicle  Yes / No       \_\_\_\_\_ With Expiration Date

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

Signature of Applicant or Legal Guardian: \_\_\_\_\_ Date: 12-25-2018

Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois

The City of Berwyn  
Mayor Robert J. Lovero



Margaret Paul  
City Clerk

A Century of Progress with Pride

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

## Physician Form (A)

This form must be filled out in its entirety and signed by your physician.

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Does the patient utilize any of the following? :

Walker \_\_\_\_\_ Wheel Chair \_\_\_\_\_ Cane \_\_\_\_\_ Oxygen \_\_\_\_\_

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

\_\_\_\_\_  
(Physician's Signature/Stamp)

1-4-19  
(Date)

Haissam Sabbagh, MD  
(Print Physician's Name)

6827 Stanley,  
Berwyn IL 60402  
(Address and Telephone Number)

708-7886363

Return the completed form to the City Clerk's Office at Berwyn City Hall  
6700 West 26<sup>th</sup> Street, Berwyn, Illinois



K-7

## Christian Congregation of Jehovah's Witnesses

4108 S. Oak Park Ave  
Stickney, IL 60402  
708-945-2404 - 708-795-6526  
englishciceropw@gmail.com

February 25<sup>th</sup>, 2019

Dear City Clerk,

This is our official request to apply for permission to conduct our Community Service in Berwyn, starting **Monday, April 1st** through **Saturday, June 29th 2019** at the following locations, days and times:

**Locations:**

Windsor & Oak Park  
Windsor & Grove  
Windsor & Harlem  
Cermak & Home  
Cermak & Elmwood  
Cermak & Scoville  
Cermak & Lombard  
3308 & Oak Park

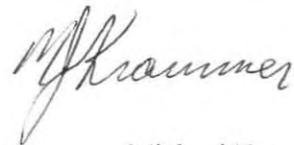
**Days & Times:**

Monday - Friday 7am-12pm & 4:30pm-6:30pm  
Saturdays - 7am-3pm

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

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

Sincerely,



Michael Krammer  
Minister of Jehovah's Witnesses



# CITY OF BERWYN EVENT APPLICATION



Please provide information about your planned event:

Date of Event: MONDAY - SATURDAY, 2018 Time: Start 7AM End 630PM  
APRIL 1ST - JUNE 29TH  
Type: Block Party  Parade  Open Air Event  Use of Public Way

Allowed Event Times  
Block Parties  
8AM to 9PM  
All Other Events  
8AM to 11PM

Description of Event: COMMUNITY SERVICE

Location of Event: WINDSOR & OAK PARK, GROVE & HARLEM, 3308 S. OAK PARK,  
CEDAR & HOME, ELWOOD, SCOVILLE & LOMBARD

(Please print)

Name of Applicant: MICHAEL KRAMMER

Address: 4108 S. OAK PARK, STICKNEY, IL 60402 Daytime Phone: 951-972-7469

E-mail Address: MJKRAMMER@GMAIL.COM Alt. Phone: 708 795-6526

Do you plan to use:

(Please mark all that apply)

N/A

- Live or Recorded Music
- Sound Equip. / Amplifiers
- Bounce Houses or Inflatables
- Food Vendors
- Commercial Food Prep. Equipment
- Crafter / Vendors
- Alcohol Sales
- Portable Toilets and Sanitation

Will you require any of the following City services? Yes  No

- \* Please contact the Police Dept. for fee schedule if requesting Police Detail or Security.
  - \*\* These City services supplied only if available on the day of the event and subject to personnel availability
- Street Closure  Rolling Street Closure  Alley Closure  Parade Route Closure
- Barricades  \*Police Detail / Security  Traffic Control
- \*\*Fire Truck  \*\*McGruff  \*\*K-9 Unit  \*\*Police Explorers Unit

**City Council Approval IS REQUIRED for your event.** (City Council meets the 2nd & 4th Tuesday of every month)

- Submit this application to the Clerk's Office **8 weeks** prior to the event date.
- A Certificate of Insurance is required for Parades, Outdoor Events, Use of Public Way, as well as for all food and beverage sales.
- A Food License is required from the Berwyn Public Health Department for ALL food sales.
- A City of Berwyn Temporary Liquor License is required for ALL alcoholic beverage sales.
- A route map must be submitted with this application for all parades / demonstrations.
- USE OF PUBLIC WAY: Provide a list of intersections/corner locations and all dates being requested for use of public way. Location and Date availability is subject to approval. Use of public way is limited to one group per day, one group per location, and on a First Come—First Serve basis.
- **The City reserves the right to regulate, restrict and limit use of the public way at all times.**

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

K8

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

March 8, 2019

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

Dear Mayor and Council Members:

Attached please find a list of business licenses which were issued by the Collection and Licensing Department for the month of February, 2019. Included are storefronts & phone use only businesses. I am also providing a list of businesses that have applied for a license with a current status of Application Review/Pending as well as businesses waiting for inspections with a status of Inspections Pending.

Respectfully,

*Jeannette Rendon*

Jeannette Rendon  
For Rasheed Jones  
Finance Director

**BERWYN BUSINESSES - LICENSED IN FEBRUARY, 2019 (STOREFRONTS)**

<b><u>Address</u></b>	<b><u>Business Name</u></b>	<b><u>Owner</u></b>	<b><u>Phone #</u></b>
6811 W. Roosevelt Road	Trainer X Performance & Fitness	Jamal Jomes	(312) 221-6980
6513 W. Cermak Road	Tina's Place	Matt Grangnani	(708) 805-0434
6616 W. Cermak Road	Salamanca Alterations	Reyna Salamanca	(708) 631-7554
2713 S. Ridgeland Avenue	Crapas Culichi	Liliana Torres	(773) 946-7718

***Inspections Pending***

<b>Business Name</b>	<b>Address</b>	<b>Last Update</b>	<b>Phone</b>	<b>ID #</b>
<b><i>Berwyn Auto</i></b>				
6317 W. Ogden Avenue Berwyn	IL 60402	9/12/2018	(708) 788-3300	18083
<b><i>Berwyn Tobacco and Vapes</i></b>				18074
2825 S. Harlem Avenue Berwyn	IL 60402	7/10/2018		
<b><i>Chem - Wise Ecological Pest Management</i></b>			(708) 777-1910	18387
1327 S. Harlem Avenue Berwyn	IL 60402	12/18/2018		
<b><i>Community Nutrition Network &amp; Snr. Svc's</i></b>	<b>Suite 202</b>		(312) 207-5290	15197
3239 S. Grove Avenue Berwyn	IL 60402	6/21/2018		
<b><i>Crazy Panda's Biker Gear</i></b>				18252
6936 W. Windsor Avenue Berwyn	IL 60402	10/4/2018		
<b><i>Devon Porter d.b.a. Wizzardblade Cuts</i></b>				18144
6247 W. Roosevelt Road Berwyn	IL 60402	8/6/2018		
<b><i>Enterprise Rent -a- Car</i></b>			(708) 749-2000	12778
6301 W. Ogden Avenue Berwyn	IL 60402	3/16/2012		
<b><i>Erika Leon d.b.a. Freaking Healthy</i></b>			(708) 515-8776	17980
2723 S. Ridgeland Avenue Berwyn	IL 60402	5/14/2018		
<b><i>Fernando Fuentes D.B.A. Roberto's Place</i></b>				13011
3244 S. OakPark Avenue Berwyn	IL 60402	2/1/2012		
<b><i>Gerger and Greco, Inc. / Landscaping</i></b>			(708) 484-5296	18150
1407 S. Harlem Avenue Berwyn	IL 60402	8/7/2018		
<b><i>Help at Home LLC</i></b>			(312) 795-4688	18143
6448 W. Cermak Road Berwyn	IL 60402	8/6/2018		
<b><i>Illinois Mobile Solutions d.b.a.Metro PCS</i></b>				17272
6320 W. 26 th Street Berwyn	IL 60402	4/20/2017		
<b><i>Imagine Design and Imprint</i></b>				16568
2707 S. Ridgeland Avenue Berwyn	IL 60402	2/16/2016		
<b><i>Jazi Mama's Café</i></b>				16048
6305 W. Roosevelt Road Berwyn	IL 60402	5/19/2015		
<b><i>K ' Natural Inc.</i></b>			(708) 788-7900	12533
6610 W. Cermak Road Berwyn	IL 60402	6/9/2011		
<b><i>La Michoacana Classica</i></b>				17330
1600 S. Scoville Avenue Berwyn	IL 60402	5/17/2017		
<b><i>La Michoacana Los Primos</i></b>				18010
6224 W. Cermak Road Berwyn	IL 60402	5/29/2018		
<b><i>La Nueva Tropicana 1 Corp.</i></b>				18062
6239 W. Cermak Road Berwyn	IL 60402	6/20/2018		
<b><i>Le Parfum</i></b>				18349
6226 W. Cermak Road Berwyn	IL 60402	11/28/2018		
<b><i>Liberty Tax Service</i></b>			(708) 749-0250	15867
3108 S. Oak Park Avenue Berwyn	IL 60402	1/26/2015		

***Inspections Pending***

<b>Business Name</b>	<b>Address</b>	<b>Last Update</b>	<b>Phone</b>	<b>ID #</b>
<b><i>Munoz Medical Center LLC</i></b> 3100 South Oak Park Avenue Berwyn IL 60402		8/22/2011	<b>(708) 484-2600</b>	<b>12702</b>
<b><i>Nationwiede Income Tax Services Inc.</i></b> 6626 W. Cermak Road Berwyn IL 60402		1/21/2011	<b>(800) 567-0757</b>	<b>10837</b>
<b><i>Oliver's</i></b> 6908 W. Windsor Avenue Berwyn IL 60402		4/15/2016	<b>(312) 371-7929</b>	<b>16668</b>
<b><i>Pav Realtors</i></b> 6308 W. Cermak Road Berwyn IL 60402		4/1/2011	<b>(708) 795-7100</b>	<b>10965</b>
<b><i>Play It Retro LLC</i></b> 3142 S. Oak Park Avenue Berwyn IL 60402		2/26/2015		<b>15912</b>
<b><i>Reyna Salamanca</i></b> 6616 W. Cermak Road Suite Berwyn IL 60402	<b><i>d.b.a. Salamanca Alterations</i></b>	2/22/2019	<b>(708) 631-7554</b>	<b>18463</b>
<b><i>Roy Amatore and Associates</i></b> 6405 W. 34 th Street Berwyn IL 60402	<b><i>Suite B</i></b>	7/11/2018	<b>(708) 800-4876</b>	<b>18082</b>
<b><i>Taqueria El Palenque Inc.</i></b> 1547 S. Oak Park Ave. Berwyn IL 60402		2/23/2012		<b>13049</b>
<b><i>The Math Spot LLC.</i></b> 6834- A Bus_Street Berwyn IL 60402 W.		4/22/2013	<b>(708) 484-6284</b>	<b>14625</b>
<b><i>The Snack Shack</i></b> 3435 S. Harlem Avenue Berwyn IL 60402		9/12/2018		<b>18210</b>
<b><i>Turano Fleet Maintenance Facility</i></b> 1431 S. Harlem Avenue Berwyn IL 60402		5/25/2016	<b>(708) 788-9220</b>	<b>16750</b>
<b><i>Victory Law Office P.C.</i></b> 6732 W. Cermak Road Berwyn IL 60402		8/6/2018	<b>(312) 600-7000</b>	<b>18141</b>
<b><i>Warmance Inc.</i></b> 6911 W. 30 th Steet Berwyn IL 60402		8/4/2017	<b>(708) 749-9772</b>	<b>17488</b>
<b><i>Yaa Connect LLC d.b.a. Cricket Wireless</i></b> 6946 W. Cermak Road Berwyn IL 60402		12/21/2017	<b>(708) 317-4547</b>	<b>17760</b>
<b>Total Businesses . . . . .</b>				<b>34</b>

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

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

March 8, 2019

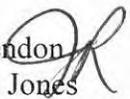
Honorable Mayor Robert J. Lovero  
And Members of the City Council  
Berwyn City Hall  
Berwyn, Illinois 60402

Dear Mayor and Council Members:

The Compliance Tickets, which were collected by the Records Division of the Police Department and recorded by the Collections Department in February, 2019 amounted to \$6,815.00

A report copy for each month is attached and ticket copies are on file in the Records Division of the Berwyn Police Department.

I, the undersigned, hereby acknowledge  
The total sum of \$6,815.00 as herein above  
mentioned.

Jeannette Rendon   
For Rasheed Jones  
Finance Director

<u>ACCOUNT NUNMBER</u>	<u>AMOUNT</u>
06174	\$6,815.00
Through 12100	
	Amount totaled due to
	Number of transaction
<b>TOTAL</b>	<b>\$6,815.00</b>

Robert J. Lovero  
Mayor



Collections and  
Licensing

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

March 8, 2019

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

Dear Mayor and Council Members:

The adjudication fines collected in accordance with Local Ordinance Tickets, by the Police Department and recorded by the Collection department during February, 2019 amounted to \$1,350.00

Ticket copies are on file with the Parking Division located in the City of Berwyn's Police Department.

I, the undersigned, hereby acknowledge the total sum of \$1,350.00 as herein above mentioned.

Jeannette Rendon  
For Rasheed Jones  
Finance Director

<u>ACCOUNT NUNMBER</u>	<u>AMOUNT</u>
06181	\$1,350.00
Through 05863	
	Amount totaled due to
	Number of transaction
<b>TOTAL</b>	<b>\$1,350.00</b>

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

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

March 8, 2019

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

Dear Mayor and Council Members:

The Court Fines collected by the Municipal Department, Circuit Court of Cook County, Illinois, District 4, for October & November, 2018 recorded by the Collection department totaled \$3,774.77

A copy of the report is on file at the City of Berwyn Police Department.

I, the undersigned, hereby acknowledge  
the total sum of \$3,774.77 as herein  
above mentioned.

Jeannette Rendon  
For Rasheed Jones  
Finance Director

Amount: \$3,774.77  
Applied: February 5, 2019

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

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

March 8, 2019

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

Dear Mayor and Council Members:

The parking violation tickets, (P) tickets, which were collected by the parking violation fine clerk and the Collection department during February, 2019 amounted to \$134,935.01

A copy of these ticket numbers and amounts are attached and tickets are on file in the parking fine Collector's Office.

I, the undersigned, hereby acknowledge  
the total sum of \$134,935.01 as herein above  
mentioned.

Jeannette Rendon  
For Rasheed Jones  
Finance Director

<u>ACCOUNT NUNMBER</u>	<u>AMOUNT</u>
06181	\$134,935.01
Through 12090	
	Amount totaled due to
	Number of transaction
<b>TOTAL</b>	<b>\$134,935.01</b>

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

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

March 8, 2019

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

Dear Mayor and Council Members:

The Seizure and Impound Fees collected by the Records Division of the Berwyn Police Department and recorded by the Collection department during February, 2019, amounted to \$7,500.00.

The Police Department Records Division has report copies on file.

I, the undersigned, hereby acknowledge  
the total sum of \$7,500.00 as herein above  
mentioned.

Jeannette Rendon  
For Rasheed Jones  
Finance Director

<u>ACCOUNT NUNMBER</u>	<u>AMOUNT</u>
06189	\$7,500.00
Through 12100	
	Amount totaled due to
	Number of transaction
<b>TOTAL</b>	<b>\$7,500.00</b>

**Robert J. Lovero**  
Mayor



**Collections and  
Licensing**

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

March 8, 2019

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

Dear Mayor and Council Members:

The Local Ordinance Fines which were collected by the City of Berwyn (Building/Neighborhood Affairs) and recorded by the Collection department in February, 2019, amounted to \$9,000.00. Report copies are in their respective files and balancing copies are referred to the Finance Department on a daily basis or as received and recorded.

I, the undersigned, hereby acknowledge  
the sum of \$9,000.00 as herein above  
mentioned.

Jeannette Rendon  
For Rasheed Jones  
Finance Director

<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
06204	\$9,000.00
Through 06118	
	amount totaled due to
	number of transactions
<b>TOTAL</b>	<b>\$9,000.00</b>