



City Council Work Session

Crest Hill, IL

April 27, 2026

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

MAYOR

- [1.](#) Audio Improvements
- [2.](#) Commission Re-Appointments
- [3.](#) Veterans/Police Memorial Presentation

CLERK

TREASURER

CITY ADMINISTRATOR

- [1.](#) Discussion of Compensation Adjustments for City Council, City Clerk, Mayor and City Treasurer
- [2.](#) Forensic Audit Update and Discussion

ECONOMIC DEVELOPMENT DEPARTMENT

- [1.](#) Plan Commission Recommendation for an Amended Special Use Permit for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance with Respect to Real Property Located at 1923 N Broadway Street in Crest Hill, Illinois (application of Francisco Martinez Trejo)
- [2.](#) Plan Commission Recommendation for a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations request from Crest Hill Code of Ordinances-Sign Code for an Existing on-premises free-standing Sign with respect to Real Property Located at 905 Theodore Street in Crest Hill, Illinois (application of Jorge Cruz)
- [3.](#) Resolution to Approve a New Independent Contractor Agreement Consulting Service Agreement by and between the City of Crest Hill, Will County, IL, and Ronald Mentzer

ENGINEERING DEPARTMENT

1. Resolution approving a professional service agreement for design services for the Lincoln Ave. and Crestwood Dr. watermain replacement and roadway rehabilitation improvement by and between the city of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd for a cost of \$89,7975.00.
2. Staff is Requesting, the Council Approval to Move Forward and Finalize a Contract with V3 Companies, Ltd. to Perform Professional Construction Engineering Services for the Capital and Water Improvements in the 2027 budget. Once the Agreement is Completed, Staff will Bring the Agreement to the Council for Final Contract Approval for a Cost of \$646,245.04

POLICE DEPARTMENT

1. Approval Request of a Special Event Police Services Agreement with Palladin Productions LLC
2. Purchase of new drone for the police department

PUBLIC WORKS DEPARTMENT

FINANCE DEPARTMENT

PUBLIC COMMENT(Limit 3 minutes per person)

EXECUTIVE SESSION:

1. 5ILCS 120/2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
2. 5ILCS 120/2 (c)(11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probate or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

ADJOURNMENT

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.



Agenda Memo**Crest Hill, IL**

Meeting Date:	April 27, 2026
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	Audio Improvements in Council Chambers

Summary: The new wired mics were installed this week in the Council Chambers, but the system will need to be adjusted. The adjustments will require the “live” use of the mics. Thus, on Monday, April 27th, we will spend the initial 5-10 minutes with the contractor asking the elected officials and staff to speak into their mics, as the levels get adjusted. This will improve the audio in the room as well as on the broadcast, and eventually the audio streamed onto our YouTube channel.

Recommended Council Action: Assist in getting the new mics and audio working properly.



Agenda Memo**Crest Hill, IL**

Meeting Date: April 27, 2026
Submitter: Raymond R. Soliman, Mayor R.S.
Department: Mayor's Office
Agenda Item: Commission Re-appointments

Summary:

I would like to update you on the three commissioners whose terms expire on May 1, 2026. I have met with all three commissioners individually and my recommendations are as follows:

1.) Civil Service Commission

Tom Hunter was appointed to the Crest Hill Civil Service Commission on May 5, 2025. Tom fulfilled the term of Nick Weiss and will be serving his first three-year term, which will expire on May 1, 2029. His re-appointment will take place at the May 4, 2026, City Council meeting. I ask for your concurrence.

2.) Plan Commission

A) Marty Flynn was appointed to the Crest Hill Plan Commission on August 19, 2024. Marty fulfilled the term of Jan Pletuea and will be serving his first three-year term which will expire May 1, 2029. His re-appointment will take place at the May 4, 2026, City Council meeting. I ask for your concurrence.

B) Gordon Butler was appointed to the Crest Hill Plan Commission on May 19, 2025. Gordon fulfilled the term of Angelo Deserio and will be serving his first three-year term, which will expire on May 1, 2029. His re-appointment will take place at the May 4, 2026, City Council meeting. I ask for your concurrence.

If you have any questions or concerns, please feel free to contact me.

Recommended Council Action:**Financial Impact:****Funding Source:**

Budgeted Amount:

Cost:

Attachments:



Agenda Memo**Crest Hill, IL**

Meeting Date:	April 27, 2026
Submitter:	Raymond R. Soliman, Mayor <i>R.S.</i>
Department:	Mayor's Office
Agenda Item:	Veterans/Police Memorial

Summary: For many years the City has been hosting the Veterans/Police Memorial Ceremony. With the new fiscal year budget starting on May 1, 2026, the City has budget up to \$2,000 to support this event. This year's event will take place on May 25th and start at 2:00pm.

The Veterans/Police Committee will be providing flowers, cookies, water, pop, band, and stamps (for thank you letters).

The anticipated City expenses include the following:

- Tents (An in-kind request has been made to use the Park District Tents.) Free to \$1,000.
- Staffing (Police during the event and Public Works during setup/cleanup.) Est. \$500.
- Audio/Video and recording: Est. \$450.00
- Tables: In-kind
- Chairs: In-kind
- Trash: In-kind
- Miscellaneous: \$50

Following the event, I will provide a written report that includes final expenses, number of people in attendance, etc.

Recommended Council Action: Discuss and answer questions with City Council on Monday night.



Agenda Memo

Crest Hill, IL

Meeting Date: April 27, 2026

Submitter: Blaine Wing, City Administrator

Department: Administration

Agenda Item: Discussion of Compensation Adjustments for the City Council, City Clerk, Mayor, and City Treasurer

Summary: Staff and the City have gathered our initial information and want to present that and obtain some direction from City Council going forward on what else is desired before this topic is discussed.

The information included includes the State Statue, the City's code language, a worksheet of the Crest Hill's current compensation, past work session discussion, and a recent IML fact sheet. Staff have also begun reaching out to neighboring communities to get their compensation information for the elected positions.

Recommended Council Action: Initial discussion with guidance/direction being sought.

Attachments:

- State Statue
- City's code language
- A worksheet of the Crest Hill's current compensation
- Past work session discussion
- A recent IML fact sheet.

[Back To Article Listing](#)[Printer Friendly](#)

Information maintained by the Legislative Reference Bureau

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as Public Acts soon after they become law. For information concerning the relationship between statutes and Public Acts, refer to the Guide.

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

(65 ILCS 5/Art. 3.1 Div. 50 heading)

DIVISION 50. COMPENSATION

(65 ILCS 5/3.1-50-5) (from Ch. 24, par. 3.1-50-5)

Sec. 3.1-50-5. Establishment. All municipal officers, except as otherwise provided, shall receive the salary or other compensation that is fixed by ordinance. Salaries or other compensation shall not be increased or diminished so as to take effect during the term of any officer holding an elective office. The salaries, fees, or other compensation of any appointed municipal officer, not including those appointed to fill vacancies in elective offices, may be increased but not diminished so as to take effect during the term for which the officer was appointed.

(Source: P.A. 87-1119.)

(65 ILCS 5/3.1-50-10) (from Ch. 24, par. 3.1-50-10)

Sec. 3.1-50-10. Fixing salaries. The corporate authorities of a municipality may fix the salaries of all municipal officers and employees in the annual appropriation or budget ordinance. They may fix the salary of all officers who hold elective office for a definite term in an ordinance other than the appropriation or budget ordinance. The salaries that are fixed in the annual appropriation ordinance shall neither be increased nor diminished during the fiscal year for which the appropriation is made. The salaries that are fixed by ordinance for those officers who hold elective office for a definite term shall neither be increased nor diminished during that term and shall be fixed at least 180 days before the beginning of the terms of the officers whose compensation is to be fixed.

(Source: P.A. 90-210, eff. 7-25-97.)

(65 ILCS 5/3.1-50-15) (from Ch. 24, par. 3.1-50-15)

Sec. 3.1-50-15. Compensation of members of corporate authorities.

(a) The ordinance fixing compensation for

members of the corporate authorities shall specify whether those members are to be compensated (i) at an annual rate or (ii) for each meeting of the corporate authorities actually attended if public notice of the meeting was given.

(b) Each member of the corporate authorities may receive reimbursement from the municipality for expenses incurred by the member in attending committee meetings of the corporate authorities or for other expenses incurred by the member in the course of performing official duties.

(Source: P.A. 100-201, eff. 8-18-17.)

(65 ILCS 5/3.1-50-20) (from Ch. 24, par. 3.1-50-20)

Sec. 3.1-50-20. Compensation of employees. The compensation of employees shall be determined by the corporate authorities.

(Source: P.A. 87-1119.)

(65 ILCS 5/3.1-50-25) (from Ch. 24, par. 3.1-50-25)

Sec. 3.1-50-25. Clerk serving as collector. In municipalities where the same person holds the elective office of municipal clerk and the appointive office of municipal collector, the corporate authorities may provide by ordinance for that person to receive the compensation provided for each of these offices.

(Source: P.A. 87-1119.)

CHAPTER 2.08: MAYOR¹

Section

2.08.010	Salary
2.08.015	Per diem
2.08.020	Duties

§ 2.08.010 SALARY.

Effective May 1, 2005, the Mayor's salary shall be \$18,500 per year. ('78 Code, § 2.08.010) (Ord. 29, passed - -61; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

§ 2.08.015 PER DIEM.

The Mayor shall be paid \$200 per special City Council meeting attended, and shall be paid \$55 per City Council work session or committee meeting attended. There shall be no limit on the number of special City Council meetings, work sessions or committee meetings per month that the Mayor shall be compensated for. The Mayor shall be allowed four paid absences per year from City Council meetings. ('78 Code, § 2.08.015) (Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

§ 2.08.020 DUTIES.

The Mayor shall have such duties as are provided in this Code or by statute. ('78 Code, § 2.08.020) (Ord. 29, passed - -61)

¹For statutory provisions on the election of a city mayor, see ILCS Ch. 65, Act 5, § 3.1-15-10 et. seq.; for provisions outlining the functions and duties of a city mayor, see ILCS Ch. 65, Act 5, § 3.1-35-5 et seq.

CHAPTER 2.76: LIQUOR CONTROL COMMISSIONER¹

Section

2.76.010	Designated; powers
2.76.020	Power to issue regulations
2.76.030	Salary
2.76.040	Appointment of Deputy Liquor Commissioners
2.76.050	Compensation of Deputy Liquor Commissioners

§ 2.76.010 DESIGNATED; POWERS.

The Mayor is designated as the Local Liquor Control Commissioner for the city. The Local Liquor Control Commissioner shall have the power set forth by state statutes.
(‘78 Code, § 2.76.010) (Am. Ord. 2030, passed 7-21-25)

§ 2.76.020 POWER TO ISSUE REGULATIONS.

The Local Liquor Control Commission is empowered to issue such reasonable regulations providing safeguards for the protection of patrons of licensees as he shall deem necessary.
(‘78 Code, § 2.76.020) (Am. Ord. 2030, passed 7-21-25)

§ 2.76.030 SALARY.

The Liquor Control Commissioner’s salary shall be \$1,500 per year.
(‘78 Code, § 2.76.030) (Ord. 611, passed - -85; Am. Ord. 2030, passed 7-21-25)

§ 2.76.040 APPOINTMENT OF DEPUTY LIQUOR COMMISSIONERS.

(A) As Local Liquor Control Commissioner, the Mayor shall have the authority to appoint two Deputy Liquor Commissioners to assist in carrying out the duties and responsibilities as Local Liquor Control Commissioner and enforcement of the Illinois Liquor Control Act, which appointments shall be with the advice and consent of the City Council.

(B) Upon appointment by the Mayor and approval by the City Council, each Deputy Liquor Commissioner shall serve until the end of the current Mayor’s term of office.
(Ord. 2030, passed 7-21-25)

¹For statutory provisions relating to the appointment, duties and powers of local liquor control commissioners, see ILCS Ch. 235, Act 5, §§ 4-2 through 4-7.

CHAPTER 2.12: ALDERMEN¹

Section

2.12.010	Compensation
2.12.020	Number of aldermen

§ 2.12.010 COMPENSATION.

(A) Each Alderman elected in 1999 shall be paid \$100 per City Council meeting actually attended until May 1, 2003. Each Alderman elected in 2001 shall be paid \$150 per City Council meeting actually attended until May 1, 2005. From and after May 1, 2003, each Alderman elected in 2003 shall be paid \$200 per City Council meeting (including special meetings) actually attended. From and after May 1, 2005, each Alderman elected in 2005 shall be paid \$200 per City Council meeting (including special meetings) actually attended.

(B) Until May 1, 2001, each Alderman may be allowed ~~two absences per year~~. From and after May 1, 2001, each Alderman shall be allowed four paid absences per year. Until May 1, 2003, each Alderman shall be paid \$50 per City Council work session or City Council committee meeting. From and after May 1, 2003, each Alderman shall be paid \$55 per City Council work session or City Council committee meeting. From and after May 1, 2005, each Alderman elected in 2005 shall be paid \$55 per City Council work session or committee meeting. There shall be no limit on the number of work sessions or committee meetings per month for which an Alderman may be paid. In computing yearly absences, the paid absence allowances shall be applied first to regular or special City Council meetings, and then to work sessions or committee meetings.

('78 Code, § 2.12.010) (Ord. 29, passed - -61; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1263, passed 9-16-02)

§ 2.12.020 NUMBER OF ALDERMEN.

The city shall retain eight aldermen, the number that existed prior to the 2010 federal decennial census, as authorized by the Illinois Municipal Code, ILCS Ch. 65, Act 5, § 3.1-20-10(d). (Ord. 1585, passed 12-19-11)

¹For statutory provisions on the election and qualification of city aldermen, see ILCS Ch. 65, Act 5, § 3.1-20-20 *et seq.*

CHAPTER 2.16: CITY CLERK¹

Section

2.16.010	Salary
2.16.015	Per diem
2.16.020	Duties

§ 2.16.010 SALARY.

Effective May 1, 2005, the City Clerk's salary shall be \$9,200 per year.
('78 Code, § 2.16.010) (Ord. 29, passed - -61; Am. Ord. 415, passed - -77; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

§ 2.16.015 PER DIEM.

The City Clerk shall be paid \$200 per special City Council meeting attended, and shall be paid \$55 per City Council work session or committee meeting attended. There shall be no limit on the number of special City Council meetings, work sessions or committee meetings per month that the City Clerk shall be compensated for. The City Clerk shall be allowed four paid absences per year from City Council meetings.

(Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

§ 2.16.020 DUTIES.

The City Clerk shall have such duties as are provided in this code or by statute.
('78 Code, § 2.16.020) (Ord. 29, passed - -61)

¹For statutory provisions outlining the functions of the City Clerk, see ILCS Ch. 65, Act 5, § 3.1-35-90.

CHAPTER 2.24: CITY TREASURER¹

Section

2.24.010	Duties
2.24.020	Reserved
2.24.030	Reserved
2.24.040	Reserved
2.24.050	Reserved
2.24.060	Salary
2.24.065	Per diem

§ 2.24.010 DUTIES.

The City Treasurer shall have all responsibilities and duties that are provided for in the Illinois Compiled Statutes.

('78 Code, § 2.24.010) (Ord. 133, passed - -65)

§ 2.24.020 RESERVED.

§ 2.24.030 RESERVED.

§ 2.24.040 RESERVED.

§ 2.24.050 RESERVED.

§ 2.24.060 SALARY.

Effective May 1, 2005, the City Treasurer's salary shall be \$9,200 per year.
('78 Code, § 2.24.060) (Ord. 29, passed - -61; Am. Ord. 415, passed - -77; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

¹For statutory provisions outlining the functions and duties of a city treasurer, see ILCS Ch. 65, Act 5, § 3.1-35-40 through 3.1-35-85.

§ 2.24.065 PER DIEM.

The City Treasurer shall be paid \$200 per special City Council meeting attended, and shall be paid \$55 per City Council work session or committee meeting attended. There shall be no limit on the number of special City Council meetings, work sessions or committee meetings per month that the City Treasurer shall be compensated for. The City Treasurer shall be allowed four paid absences per year from City Council meetings.

(Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 1328, passed 10-4-04; Am. Ord. 1351, passed 3-21-05)

Current Compensation

City:	Position:	Compensation:	Notes:
Crest Hill	Mayor	\$18,500/year + Liquor Commissioner \$1,500; \$200/Special City Council Meeting; \$55/Work Session	
Crest Hill	Alderspersons	\$200/Council Meeting; \$55/Work Session	4 Absences can be adjusted
Crest Hill	City Clerk	\$9,200/year; \$200/Special City Council Meeting; \$55/Work Session	
Crest Hill	City Treasurer	\$9,200/year; \$200/Special City Council Meeting; \$55/Work Session	



Agenda Memo

Crest Hill, IL

Meeting Date: 02/24/2025
Submitter: Glenn Gehrke
Department: Finance
Agenda Item: Ord. 1263 – Chapter 2.12.010

Summary:

Guidance: Ordinance 1263

Definition: Paid Absences - tracking and rate changes are based on the City's Fiscal Year, May 1st through April 30th.

Per Ordinance 1263 Chapter 2.12.010 - Alderpersons are allowed up to four absences for City Council Meetings and Work Sessions/Committee Meetings per fiscal year.

As there are two different rates, with preference given to the higher rate for City Council Meetings, paid absences at the lower rate (Work Sessions/Committee Meetings, \$55/occurrence), may be converted to the higher rate absence (City Council Meetings, \$200). The maximum allowable paid absences are four City Council Meetings at \$200 each, a total of \$800. This is still limited to 4 occurrences in total. Example: 3 City Council Meetings, 1 Work Session.

Conversion of lower rate absence to higher rate absence:

Example:

An Alderperson was paid for 4 missed Work Sessions in May and June. Then the Alderperson missed 2 City Council Meetings in October.

In the payment example below, we can see that the Alderperson received four payments of \$55, as per the ordinance. However, upon missing the two City Council Meetings in October, two of those Work Session payments were converted to City Council Meeting payments by paying the difference of \$145 (\$200 - \$55 = \$145), for each of the two October City Council Meetings.

Payments:

1. Work Session 4 paid Absences - \$55, \$55, \$55, \$55
2. City Council Meeting 2 paid Absences - \$145, \$145

Recommended Council Action: This is the guidance on the current ordinance as recommended by the staff.

Financial Impact:

Funding Source: N/A

Budgeted Amount: N/A

Cost: N/A

Attachments:

CHAPTER 2.12: ALDER~~PERSON~~MAN¹

Section

2.12.010 Compensation

2.12.020 Number of alder~~persons~~men

§ 2.12.010 COMPENSATION.

(A) ~~Each Aldermen elected in 1999 shall be paid \$100 per City Council meeting actually attended until May 1, 2003. Each Aldermen elected in 2001 shall be paid \$150 per City Council meeting actually attended until May 1, 2005. From and after May 1, 2025³, each Alder~~person~~men elected in 2003 shall be paid \$200.00 per regular and special City Council meeting (including special meetings) actually attended and \$55.00 per City Council Work Session or Committee meeting actually attended. From and after May 1, 2005, each Aldermen elected in 2005 shall be paid \$200 per City Council meeting (including special meetings) actually attended.~~

(B) ~~From and after May 1, 2025. Until May 1, 2001, each Alder~~person~~ shall be allowed four (4) paid absences per calendar year. men may be allowed two absences per year. From and after May 1, 2001, each Aldermen shall be allowed four paid absences per year. Until May 1, 2003, each Aldermen shall be paid \$50 per City Council work session or City Council committee meeting. From and after May 1, 2003, each Aldermen shall be paid \$55 per City Council work session or City Council committee meeting. From and after May 1, 2005, each Aldermen elected in 2005 shall be paid \$55 per City Council work session or committee meeting.~~ There shall be no limit on the number of work sessions or committee meetings per month for which an Alder~~person~~men may be paid. In computing yearly absences, the paid absence allowances shall be applied first to regular or special City Council meetings, and then to work sessions or committee meetings.

(¹78 Code, § 2.12.010) (Ord. 29, passed - -61; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 12163, passed 9-16-02)

§ 2.12.020 NUMBER OF ALDER~~PERSONS~~MEN.

The city shall retain eight alder~~persons~~men, the number that existed prior to the 2010 federal decennial census, as authorized by the Illinois Municipal Code, ILCS Ch. 65, Act 5, § 3.1-20-10.

(Ord. 1585, passed 12-19-11)

¹ For statutory provisions on the election and qualification of city alder~~persons~~men, see ILCS Ch. 65, Act 5, § 3.1-20-20 et seq.

CHAPTER 2.12: ALDERPERSON¹

Section

2.12.010 Compensation

2.12.020 Number of alderpersons

§ 2.12.010 COMPENSATION.

(A) From and after May 1, 2025, each Alderperson shall be paid \$200.00 per regular and special City Council meeting actually attended and \$55.00 per City Council Work Session or Committee meeting actually attended.

(B) From and after May 1, 2025, each Alderperson shall be allowed four (4) paid absences per calendar year. There shall be no limit on the number of work sessions or committee meetings per month for which an Alderperson may be paid. In computing yearly absences, the paid absence allowances shall be applied first to regular or special City Council meetings, and then to work sessions or committee meetings.

('78 Code, § 2.12.010) (Ord. 29, passed - -61; Am. Ord. 611, passed - -85; Am. Ord. 875, passed 2-15-93; Am. Ord. 1002, passed 10-7-96; Am. Ord. 1165, passed 10-16-00; Am. Ord. 12163, passed 9-16-02)

§ 2.12.020 NUMBER OF ALDERPERSONS.

The city shall retain eight alderpersons, the number that existed prior to the 2010 federal decennial census, as authorized by the Illinois Municipal Code, ILCS Ch. 65, Act 5, § 3.1-20-10. (Ord. 1585, passed 12-19-11)

¹ For statutory provisions on the election and qualification of city alderpersons, see ILCS Ch. 65, Act 5, § 3.1-20-20 *et seq.*

It was decided that the Council will discuss further regarding changing the ordinance at a future work session.

TOPIC: Independent Contractor Consulting Services Agreement with Ronald Mentzer

Mayor Soliman commented that the documents in the packet were drafted by Interim City Administrator Tony Graff and since he is not at the meeting tonight, the mayor asked to table this topic until March 10, 2025. Council agreed to table the agenda item until March 10, 2025.

TOPIC: Discuss Chapter 2.12: Alderman: Section 2.12.010 Compensation

Finance Director Glenn Gehrke commented that this matter is regarding the paid absences of the Council. He commented that there needs to be some clarification on the confusion on paying Council members for their absences.

Director Gehrke commented that Attorney Stiff has redrafted the ordinance to make this clearer and to avoid any confusion in the future. He then commented that the ordinance does allow for City Council meetings to have preferential reimbursement treatment over work sessions since there are two different rates. A city council meeting is \$200.00 per meeting and a work session meeting is \$55.00 per meeting.

Attorney Stiff commented that Alderman Dyke had found overpayments of compensation for some Council members while doing research that went back to the last fiscal year. He then commented that the Finance Department is doing an audit and will come back to the Council later to discuss the findings.

Alderwoman Gazal commented that she thought this was supposed to be on tonight's agenda. Attorney Stiff commented that he understands Alderman Dyke has done research, but the Finance Director needs to investigate as well.

Alderman Dyke questioned if there are other mistakes in payroll being made with the employees pay benefits since the Council members pay has been wrong. He then commented that he would like to see the city have a Krono system where the employees can clock in and out with their badge since this would be more accurate.

Finance Director Glenn Gehrke commented that our ERP system has the capability, and it was rolled out to the Finance Department employees three weeks ago and today it was rolled out to the Clerk's office and Building Department. If this goes smoothly, it will be rolled out to the Police Department and then Public Works Department next. This software does have the capability to have geofencing and the time-off requests will be transmitted via e-mail so the supervisor can look at and see how much time the employee has and monitor to see if they are overusing.

Alderman Oberlin asked if the employee could clock in on their phone from their home? Finance Director Gehrke commented that they would not be able to since there will be geofencing. Alderman Oberlin then asked who would be monitoring the geofencing? Finance Director Gehrke commented that a certain location/parameter would be set up in the geofencing to only clock-in within the parameters or on a certain IP address.

Aldersperson Oberlin asked what if someone forgets to clock in? Director Gehrke commented that they need to tell their supervisor, and the supervisor will override and clock them in.

Alderman Jefferson asked if anyone would have the ability to override the geofencing, like a supervisor? Director Gehrke stated that he is not aware of that but would ask AIS. Alderman Jefferson asked who would have authorization for the geofencing? Director Gehrke commented that he would ask the Council who they would like to have authorization for that. Alderwoman Gazal commented that it needs to be someone they can trust.

Alderman Albert commented that he feels the discussion has gotten away from what the agenda item is and believes we need to get back on track for consistency.

Attorney Stiff commented that we still need to do an informal vote regarding aldersperson's compensation.

Alderman Albert commented that he would like to clean the ordinance up regarding the language for paid absences. He also commented that he is fine with stating that if you are not at a meeting (Council or Work Session) you do not get paid at all and to take out the excused paid absence language.

Alderman Dyke commented that they allow absences for Plan Commission and Civil Services.

Discussion was held regarding changing the language in the ordinance after the election.

Alderman Cipiti asked if there is something the city can do with the overpayment? Attorney Stiff stated if someone has been overpaid and they refuse to pay it back then the remedy is to take legal action against them.

More discussion was had regarding the documents that were handed out to the Council by Alderman Dyke.

Aldersperson Oberlin commented that she would like to clear the air after doing the official training, that the public body can discuss an item that does not appear on the regular meeting agenda, but they cannot vote or act on something that is not specifically referenced on the agenda.

Alderwoman Gazal commented that we are making it more difficult than what it needs to be, she commented to look at the sign-in sheet and pay who was there and signed in. Attorney Stiff commented that if you are going to have excused absences then the sign-in sheet will not solve the problem.

Finance Director Gehrke asked to table this topic so he can verify all the numbers and come back with an actual count and amounts that are outstanding. He also clarified that he is only going back to this fiscal year of May 1, 2024.

Attorney Stiff commented that an informal vote was never taken with changing the language and the guidance for going forward until after the election. He also commented that we are just tabling the discussion of the overpayment in compensation.

Mayor Soliman asked for an informal vote to approve the changes to amend the ordinance 2.12.010 which is alderperson compensation on page 53 of the packet.

Many Council members were confused on what they were voting on and Attorney Stiff clarified what they are changing with the guidance on the language.

Mayor Soliman asked for an informal vote regarding the guidance recommended by the staff.

AYES: Ald. Oberlin, Jefferson, Dyke.

NAYES: Ald. Kubal.

ABSTAIN: Ald. Albert, Gazal, Methvin, Cipiti.

Alderman Jefferson stated that he had a personal matter to attend to and would like to be excused for the remainder of the meeting. He also stated that he is a yes vote for the next topic regarding the squad car. Mayor Soliman excused Alderman Jefferson.

TOPIC: Request to Purchase Four Ford Interceptor Hybrid Vehicles per DCEO Grant reimbursement award

Police Chief Ed Clark commented that this is a request to order the vehicles since there is a lag time between the time they are ordered and the time they are received. Chief Clark also commented that the city was awarded a \$250,000.00 grant.

Chief Clark commented that after talking to the mechanics, they intend to repurpose as much existing equipment as possible, which will help us stay within or even under the grant amount.

Chief Clark thanked the City Engineer Ron Wiedeman for helping with the grant.

Mayor Soliman asked for an informal vote.

AYES: Ald. Gazal, Methvin, Dyke, Kubal, Albert, Cipiti, Oberlin.

NAYES: None.

ABSENT: Ald. Jefferson.

Alderman Albert asked if there is any follow-up with the conversation had with Sam Chellino regarding the 5K run? Chief Clark commented that he met with Sam Friday, and they looked over the route he was wanting to run. There were not many particulars, so Sam was going back to find out more information that the chief needed. Meantime, Sam then contacted the chief and said he would not be doing the walk.

PUBLIC COMMENT:

Linda Dyke, a resident, approached the podium and commented that she looked up charitable organizations in the City of Crest Hill and the American Italian Cultural Society is not listed as a charitable organization. She then commented that she talked to the

COMPENSATION OF MUNICIPAL OFFICIALS



Elected municipal officials, such as mayors, clerks, treasurers, trustees or alderpersons, may receive whatever amount of compensation is provided by municipal ordinance.¹ The compensation of elected officials may be fixed by ordinance and may be established in an ordinance other than the appropriation ordinance.²

Illinois state law prohibits an elected official's compensation from being increased or diminished during the official's term of office. Public bodies that want to change the compensation of an elected official must do so at least 180 days prior to the date when the elected official would take office. Typically, elected officials begin their term of office at the first regular or special meeting in May. The recommended timeline for establishing compensation is generally no later than an October meeting, ahead of the April elections and the swearing-in of elected officials in May.

CAN WE CHANGE THE COMPENSATION OF OUR ELECTED OFFICIALS?

Yes, but not during the term of office. Compensation for elected officials must follow strict procedures because once their compensation is fixed, it may not be increased or diminished during the elected official's current term of office. The level of compensation must be fixed at least 180 days prior to the date when the elected official would take office.³ Any change in compensation must be set according to these guidelines and can only take effect upon the start of a new term.

IS IT POSSIBLE THAT SOME MEMBERS OF OUR COUNCIL/BOARD HAVE A DIFFERENT PAY GRADE THAN OTHERS?

Yes. Alderpersons or trustees are only entitled to a continuation of the salary in effect at the time they take office. Salaries of officials are established by ordinance before they take office and, because terms of office are usually staggered, members of a legislative body often receive varying levels of compensation.

For example, members whose terms run from 2023 to 2027 may have one pay grade, and would be eligible for a change in their compensation upon the commencement of a new term in 2027 (if re-elected). While members on a different term schedule, running from 2025 to 2029, could be on a separate pay grade and would be eligible for a change in their compensation upon the commencement of a new term in 2029 (if re-elected).

¹ [65 ILCS 5/3.1-50-5.](#)

² [65 ILCS 5/3.1-50-10.](#)

³ [50 ILCS 145/2; 65 ILCS 5/3.1-50-5; 65 ILCS 5/3.1-50-10.](#)



If it is desired that all elected officials be on the same pay grade, a pay schedule could be adopted prior to the commencement of the term of any of the impacted officials that would have a future effective date that follows the provisions of setting that compensation. In the previous example, an ordinance setting pay for all officials could be effective in May 2029, so there would be no difference, although there would be a delay.

WHAT ARE THE REQUIREMENTS FOR POSTING COMPENSATION INFORMATION OF EMPLOYEES OF MUNICIPALITIES PARTICIPATING IN THE ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)?

1. Any employer participating in IMRF must, within six business days after approving the budget, post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year.⁴
2. Any employer participating in IMRF must, at least six days before approving an employee's total compensation package that is equal to or in excess of \$150,000 per year, post on its website the total compensation package for that employee.⁵

As to the posting requirements for one and two above, if the employer does not maintain a website, the employer must post a physical copy of this information at their principal office. If an employer maintains a website, it may choose to post a physical copy of this information at their principal office in lieu of posting the information directly on the website; however, the employer must post directions on the website regarding how to access that information.

WHAT INFORMATION IS INCLUDED IN THE "TOTAL COMPENSATION PACKAGE" REQUIRED TO BE POSTED?

"Total compensation package" means payment by the employer to the employee for salary, health insurance, a housing allowance, a vehicle allowance, a clothing allowance, bonuses, loans, vacation days granted and sick days granted.⁶

CAN A MUNICIPALITY PAY EMPLOYEES A HOLIDAY BONUS?

Yes. The determination of employee bonuses is part of compensation and generally incorporated in the compensation ordinance of the municipality, subject to the budget and appropriation process. It is important to note that a bonus is compensation; therefore, a bonus is subject to all applicable taxes and withholdings. Payment of cash bonuses by a municipality is not recommended.

CAN ELECTED OFFICIALS BE EMPLOYED BY THE MUNICIPALITY?

Employment of elected officials by their municipality is generally prohibited. Limited statutory exceptions to prohibited interests in contracts, including employment of elected officials, must be carefully reviewed and followed. The penalties for violations of these restrictions may include criminal prosecution and removal from office.

One common exception to the prohibited interests in contracts allows elected municipal officials to provide services or labor to the municipality if:

⁴ [5 ILCS 120/7.3.](#)

⁵ [5 ILCS 120/7.3.](#)

⁶ *Id.*



1. The award of the contract is approved by a majority of the corporate authorities;
2. The amount of the contract does not exceed \$2,000 per contract, or \$4,000 in aggregate per year for all contracts;
3. The elected municipal official publicly discloses their participation in the contract before or during the deliberations on the proposed award of the contract; and,
4. The elected municipal official abstains from voting on the contract.⁷

A municipality that has adopted the budget system may appoint an elected or appointed officer, including the mayor or president in a municipality with a population of less than 10,000, as the budget officer. Budget officers, other than a mayor or president, may be compensated for both offices.⁸

The mayor or president of the board of trustees of a city, village or town, or their designee, may serve as the liquor commissioner for the municipality.⁹

In addition, the Local Government Employees Political Rights Act provides that a member of any fire department or fire protection district may be a candidate for elective public office and serve in that public office if elected.¹⁰

Municipal officials should consult with their retained legal counsel if they have questions regarding the interplay of these statutory provisions regarding employing an elected municipal official.

CAN THE CITY, VILLAGE OR TOWN CLERK ALSO BE AN EMPLOYEE OF THE MUNICIPALITY?

Yes. The clerk of a city, village or town may also be an employee of the municipality, but the Illinois Municipal Code limits those opportunities.

A municipality may designate by ordinance that the clerk may also hold the office of collector.¹¹ A municipality that has adopted the budget system may appoint the clerk as the budget officer.¹²

In addition, a clerk may provide services to the municipality if:

1. The award of the contract is approved by a majority of the corporate authorities;
2. The amount of the contract does not exceed \$2,000 per contract, or \$4,000 in aggregate per year for all contracts; and,
3. The clerk publicly discloses their participation in the contract before or during the deliberations on the proposed award of the contract.¹³

Employment of a municipal clerk is otherwise restricted by the interests in contracts section of the Illinois Municipal Code.¹⁴

⁷ [65 ILCS 5/3.1-55-10.](#)

⁸ [65 ILCS 5/8-2-9.1.](#)

⁹ [235 ILCS 5/4-2.](#)

¹⁰ [50 ILCS 135/12.](#)

¹¹ [65 ILCS 5/3.1-30-15.](#)

¹² [65 ILCS 5/8-2-9.1.](#)

¹³ [65 ILCS 5/3.1-55-10\(b\)\(2\).](#)

¹⁴ [65 ILCS 5/3.1-55-10.](#)

SPESIA & TAYLOR

MEMO

To: Mayor Soliman and City Council
 From: Spesia & Taylor (Mike Stiff)
 Date: April 27, 2026
 Re: Forensic Audit of Events Committee

Following the Council's direction at the given at the April 13, 2026, work session for the engagement of Ketchum Advisory Solutions, the City Administrator inquired of SWARM as to whether the audit would be covered by SWARM and/or the City's insurer. SWARM has indicated that the forensic audit will not continue to be covered by SWARM. However, the City does have a policy of insurance called a Crime Policy which, according to SWARM, would provide coverage, but only after and upon proof of a loss due to crime or theft. That policy carries a One Million Dollar coverage limit, but it also carries a \$10,000.00 deductible. Blaine reached out to Mike Alesia for more information about the Crime Policy. Below is from Mike Alesia:

I just spoke with our crime underwriter. Please note the following:

- Insurance Carrier: Hanover Insurance Company
- Limit: \$1,000,000 with a \$10,000 deductible
- The policy is discovery based – a claim will cede to the policy year the crime was discovered.
- The ownness is on the insured to provide proof of a loss. Hearsay does not constitute a claim or 200 pages of documents without proof.
- Claim expense does not reduce the deductible.

If the City is to retain a forensic accountant and the fee was \$10,000 to \$15,000, they City would need to pay that up front. The policy has an endorsement for Costs, Fees or Other Expenses in the amount of \$10,000. It is only applicable if there is a loss. It will not pay if there is no crime or the crime amount is below the \$10,000 deductible.

Example #1 (Claim above the deductible)

1. City hires forensic account firm for \$15,000. The City must fund the \$15,000.
2. Forensic accounting firm finds evidence of theft of monies in the amount of \$25,000. Claim is submitted and the carrier would pay as follows:
 - a. Claim: \$25,000 loss - \$10,000 deductible = \$15,000 paid in loss
 - i. Forensic Expenses: \$15,000. The available limit is \$10,000 limit = Paid expense is \$10,000

Summary

Claim Paid \$15,000

Expense Paid \$10,000

Total Paid \$25,000

The City's out of pocket is: \$10,000 deductible + \$5,000 forensic accounting expense not paid = \$15,000

Example #2 (Claim below the deductible)

3. City hires forensic account firm for \$15,000. The City must fund the \$15,000.

4. Forensic accounting firm finds evidence of theft of monies in the amount of \$9,000. Claim is submitted and the carrier would pay as follows:

a. Claim: \$9,000 – it will not be considered a claim as it is under the deductible.

i. Forensic Expenses: \$15,000. The available limit is \$10,000 limit = Paid expense is Zero as there is no claim

Summary

Claim Paid \$0

Expense Paid \$0

Total Paid \$0

The City's out of pocket is: \$9,000 loss + \$15,000 forensic accounting expense = \$24,000

Example #3 (No claim)

5. City hires forensic account firm for \$15,000. The City must fund the \$15,000.

6. Forensic accounting firm does not find evidence of theft of monies. There is no claim.

b. Claim: Zero – no claim

i. Forensic Expenses: \$15,000. The available limit is \$10,000 limit = Since there is no claim, no expense will be paid.

Summary

Claim Paid \$0

Expense Paid \$0

Total Paid \$0

The City's out of pocket is: \$15,000 forensic accounting expense

Based on this information, it appears that the City will be responsible for payment of the costs of the forensic audit and depending on the result, may then have a “claim:” that can be submitted to the insurance carrier.

Based on Council’s 4/20/26 direction to engage Ketchum Advisory, an engagement letter was obtained from Ketchum and I have prepared a Resolution approving the engagement letter (included in the Council packet) which can be placed on the May 4, 2026 meeting agenda if the Council wishes to proceed.

If Ketchum is engaged directly, the Council will also need to consider options for oversight and liaison between Ketchum and the Council. As previously discussed, neither me nor Spesia & Taylor should be involved in the forensic audit or liaison with Ketchum. Council members have made similar observations with respect to the City Administrator.

SWARM is nearing a decision to close Mike Bersani’s current assignment to handle the threatened litigation due to the dissemination of personal information at the March 2, 2026, meeting. The Ketchum Engagement Letter as currently drafted includes language that Ketchum is being engaged on behalf of the City by its counsel, Mike Bersani. Attorney Bersani is no longer representing the City, the City can choose to have Ketchum report directly to the City Council or it can retain Mr. Bersani’s office or another law firm to assist Ketchum and act as liaison between the City and Ketchum. Depending on the Council’s direction on the liaison issue, the Engagement Letter may need to be revised before May 4.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN ENGAGEMENT LETTER PROPOSAL BY AND
BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, AND
KETCHUM ADVISORY, LLC**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, KETCHUM ADVISORY, LLC (the "Company"), is in the business of providing consulting services including the performance of forensic audits (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing, and able to perform the Services for the City; and

WHEREAS, KETCHUM ADVISORY, LLC has provided an engagement letter for the performance of a Forensic Audit Phase I relating to analysis of the operation of the Crest Hill Events Committee from its inception through 2026 pursuant to the terms contained therein ("the Agreement"). A copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein; and

WHEREAS, the City Council has determined that it is necessary to have the forensic audit of the Crest Hill Events Committee performed; and

WHEREAS, the City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interests of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of the Agreement (Exhibit A) are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the

City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and approval, as provided by law.

[Intentionally Blank]

PASSED THIS 4TH DAY OF MAY, 2026.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF MAY, 2026.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

Ketchum Advisory, LLC

Item 2.

Sarah L. Ketchum,
Partner and Founding Member

sketchum@ketchumadvisory.com
773-354-8979 Direct

10645 North Tatum Blvd., Ste. 200-104
Phoenix, AZ 85028

405 W Superior St., 7th Floor
Chicago, IL 60654

April 24, 2026

Michael D. Bersani, Esq.
Hervas, Condon & Bersani, P.C.
333 Pierce Road
Suite 195
Itasca, IL 60143

Re: The City of Crest Hill

Dear Mike:

This letter will confirm the retention of Ketchum Advisory, LLC ("Ketchum Advisory") effective as of April 24, 2026 by The City of Crest Hill ("Crest Hill" or "Client") and Hervas, Condon & Bersani, P.C. ("Hervas, Condon & Bersani" or "Counsel") to provide professional consulting services to the Client identified above. The professional services may include the following general business consulting areas: **forensic accounting analysis, funds tracing, economic damages analysis, general financial and accounting analysis, and general business consulting.**

Scope of Services

Ketchum Advisory understands that its work on this engagement is to be performed at the request of Counsel and with Counsel and Client. The services anticipated to be performed may involve forensic and financial accounting analysis, funds tracing, economic damages analysis, calculation of economic damages, if any, and compilation of report or findings and opinions, if or as determined necessary, as well as other tasks requested by Counsel and Client. Ketchum Advisory currently understands this matter is an internal investigation at this time and not a formal dispute. In the event this matter later becomes a dispute between relevant parties, the scope of services may change and later include litigation support and/or expert report submission and testimony, if or as determined relevant and necessary.

Ketchum Advisory and its experts and consultants consider themselves to be objective and independent, not advocates for any pre-defined outcome, forming their own opinions and analyses. As a condition of this engagement, Client and Counsel acknowledge that Ketchum Advisory is being engaged to provide its objective analysis and opinions, and that Ketchum Advisory has not made and cannot make any guarantees regarding the nature or admissibility of its final opinions and conclusions that may be formed on this engagement or the outcome of the matter. All discussions with Client and Counsel with respect to such opinions or outcomes are limited by our knowledge at the time.

Client and Counsel agree that prior to the submission of any statement describing experience, credentials, or the nature of our work performed or opinions in this matter (e.g., answers to interrogatories, expert disclosure, etc.), Ketchum Advisory will be provided a reasonable opportunity to review any such statement for accuracy.

Workproduct

Any and all workproduct, or expert testimony (if determined necessary or relevant), and any supporting work papers, schedules, reports, studies, data analyses, or other information that Ketchum Advisory prepares shall be our own property. Client can use and disclose such testimony and supporting work product as required solely for purposes of this matter.

The preparation of our workproduct is an evolving process as information becomes available and as analyses are conducted during the course of this engagement. Preliminary conclusions and other superseded materials such as notes, drafts, lists, and other irrelevant data are not part of the final workproduct. These items are superseded appropriately on a routine basis in the normal course of business as tasks are performed and completed. Ketchum Advisory, however, recognizes that there are circumstances that may require the retention of such drafts and interim documents and work product, including, but not limited to, subpoenas and court orders. To the extent that circumstances dictate that as necessary in this matter, we expect that Counsel will provide Ketchum Advisory with timely instructions regarding any document and information retention practices that may be at issue and vary from our own practices, as described above.

At the end of the engagement, Counsel will instruct Ketchum Advisory with respect to the disposition of documents and data provided during the course of the engagement. Counsel can either (a) direct Ketchum Advisory to return all such documents to Client / Counsel; (b) authorize Ketchum Advisory to discard such documents; or (c) direct Ketchum Advisory to maintain and store any or all such documents. At the end of the engagement, we will communicate with Counsel in writing to ascertain the decision regarding Ketchum Advisory's disposition of such documents. If there is no response from Counsel within 90 days of the date of such communication, Ketchum Advisory reserves the right to discard any such documents or copies of documents in its possession or control.

Fees And Expenses

The engagement team will be led by Sarah Ketchum, who will be assisted by others as appropriate. Ketchum Advisory will make every reasonable effort to perform the assignment in a cost-effective manner. Ketchum Advisory will bill Client monthly based on hours incurred for professional services performed at established hourly rates in effect at the time, plus related out-of-pocket expenses.

Ketchum Advisory has an hourly rate for Sarah Ketchum on this matter of \$475. Hourly rates for other professionals who may assist on this matter range from \$250 to \$550. These hourly rates are guaranteed through December 31, 2026. Our rates may be adjusted annually thereafter and we will notify you of any rate changes. If required and incurred, out-of-pocket expenses could include travel, mileage charges, courier and other such costs that were reasonably and necessarily incurred in connection with the performance of the work. Out-of-pocket expenses are billed at cost with no markup.

Our invoices are due upon receipt, and payment of professional fees and expenses is expected within 30 days of the invoice date. Ketchum Advisory agrees that Client, and not Counsel, will be solely responsible for the payment of all professional fees and expenses incurred in connection with this engagement. A late charge of 1% per month will accrue on amounts not paid within 90 days of the date of the invoice. Client agrees to review invoices upon receipt and advise Ketchum Advisory within 30 days of invoice date of any objection Client may have with the form or substance of the invoice. A lack of notifying Ketchum Advisory of objection to an invoice within this time period shall be evidence of Client's agreement to pay the invoice in full.

If a report, statement of opinions, deposition, or trial testimony is required, Ketchum Advisory reserves the right to request or require payment of all outstanding fees and expenses prior to submission of such report, workproduct, or testimony as either an appropriate business practice, or as a matter of ensuring the trier of fact understands that our opinions being offered are independent from the question of payment for our services, and we reserve the right to suspend services until payment is received on past due invoices. Client agrees, as a condition of our retention, that payment of Ketchum Advisory invoices is not contingent upon any particular findings or result of the professional services rendered. Ketchum Advisory's fees shall be paid regardless of the opinion rendered or the outcome of any litigation, settlement, or other proceeding.

From time to time, we may provide an estimate of fees and expenses relating to this matter. Such estimates are subject to many unknown or uncontrollable variables. As such, they are only intended as a best estimate at a particular point in time. They may change as we move forward, and they are not intended to be an agreed upon fixed-fee amount. It is agreed that any fee estimates we provide to Counsel will be promptly forwarded to Client, and that Ketchum Advisory may communicate directly with Client regarding billing and other administrative matters. Ketchum Advisory is undertaking this engagement on the understanding that Counsel has received Client's consent for the retention of Ketchum Advisory, that Counsel will timely provide Client with a copy of this engagement letter, and that the terms hereof are acceptable to Client.

Ketchum Advisory bills by the quarter hour and does not keep detailed records describing the manner in which time is incurred when working on this matter. Ketchum Advisory generally identifies and includes the type of work performed on its invoices. Client must advise Ketchum Advisory at onset of engagement of any more detailed or specific time-keeping requirements or expectations.

Testimony Provisions

If the decision is made or it is determined necessary to call Sarah Ketchum as the expert witness in this matter, it is important to remember that certain courts may require a testifying expert to disclose cases in which the expert testified at deposition or trial. If any professional is asked to provide testimony, it may be necessary for them to resist efforts by a third party to elicit materials confidential or proprietary to Ketchum Advisory, its personnel, or clients. This may be necessary due to confidentiality agreements, protective orders governing those other engagements, restrictions on disclosure imposed by other clients, or for other reasons. Counsel, on behalf of Client, acknowledges the legitimate interest of Ketchum Advisory in protecting and maintaining the confidentiality of these confidential and proprietary materials. We will make all reasonable efforts to protect the interests of Counsel and Client consistent with our need to protect our confidential and proprietary materials as well as those of Ketchum Advisory's other clients and

comply with our applicable non-disclosure obligations. If necessary to protect Ketchum Advisory's interests, we will engage, at our own expense, independent counsel to assist in these efforts.

Other Terms and Conditions

Confidentiality: Ketchum Advisory acknowledges that all materials and information disclosed to us during the course of our work on this matter, along with the work we perform and the work we provide to Client, are confidential and proprietary. Accordingly, unless the matter becomes part of the public record, we agree that we will not disclose our involvement in this project without Client's prior permission. Ketchum Advisory will abide by all reasonable restrictions Client places on the dissemination, distribution, and retention of those materials. In the event that we are served with a legal request to disclose such Confidential Information, we will promptly advise you and comply with all lawful requests to prevent such disclosure. Our work product in connection with this matter shall be our property.

Conflicts of Interest: Ketchum Advisory may be engaged from time to time in matters that may include our representing parties who are adverse to the interests of Counsel or Client. Ketchum Advisory determines, at its sole discretion, whether its engagement in other matters represents any conflict of interest, either in fact or appearance, which may be appropriate for its own business interests. Accordingly, Counsel and Client understand and agree that by engaging Ketchum Advisory to perform work on this engagement, Counsel and Client waive any and all actual or perceived "right" to presently or at some future date, assert any claim of a conflict of interest that would preclude Ketchum Advisory from accepting, performing or completing any such engagement. With regard to any potential future conflicts of interest related to this matter, Counsel and Client are expected to promptly notify us of any pertinent changes with respect to the parties involved or related to this matter.

Liability: It is expressly agreed that the total liability that Ketchum Advisory or any of its employees may incur, for all claims of any kind arising out of this engagement, whether in contract, tort or otherwise, shall be limited to an amount not to exceed the total fees (excluding expenses) actually paid to Ketchum Advisory on this engagement. Neither Client nor Ketchum Advisory shall in any event be liable to the other for any indirect, consequential, or punitive damages, and neither party shall be liable to the other for any attorney's fees or costs of any nature for an action against the other.

Further, Ketchum Advisory cannot be held responsible for any claims resulting from inaccurate or incomplete data provided, nor shall Ketchum Advisory be liable for any loss or destruction of any documents or data provided to us.

If Counsel or Client desires to terminate its relationship with Ketchum Advisory on this engagement, it may do so at any time for any reason, simply by giving written notice. In such event, Ketchum Advisory will be paid for fees and expenses through the termination date, as well as for reasonable engagement closing costs.

If any dispute shall occur between Client and Ketchum Advisory, it is agreed that such dispute will be settled by arbitration, preceded by a good-faith mediation, in Illinois, with each party responsible for its own attorney fees and costs in any and all such matters, under the rules of the American Arbitration Association, before a mutually-agreed single arbitrator, with damages not

to be sought or awarded in an amount to exceed the total fees (excluding expenses) actually paid to Ketchum Advisory for this engagement.

Entire Agreement: This letter constitutes the entire agreement between Ketchum Advisory, on one side, and Counsel and Client, on the other side, regarding the terms of this engagement. It is entered into without reliance on any promise or representation, written or oral, other than those expressly contained herein and supersedes any other such promises or representations. It can only be modified by a written agreement signed by duly authorized representatives of each party.

We greatly appreciate the opportunity to work with you on this matter. If you have any questions, please do not hesitate to contact me at sketchum@ketchumadvisory.com or (773) 354-8979.

Very truly yours,

Sarah L. Ketchum
Partner and Founding Member
Ketchum Advisory, LLC

Signed:

XXXX
XXXX
The City of Crest Hill City Council

Signed:

Michael D. Bersani
Partner
Hervas, Condon & Bersani, P.C.



Work Session Memo

Crest Hill, IL

Meeting Date: April 27, 2026

Submitter: Daniel Ritter, AICP, Community Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Department: Community Development

Agenda Item: Plan Commission recommendation on application of Francisco Martinez Trejo for an amended Special Use permit for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business (Case # SU-26-4-4-2); and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance (Case # V-26-4-4-2) with respect to real property located at 1923 N Broadway Street in Crest Hill, Illinois

Summary:

Francisco Martinez Trejo (the “Applicant”) is the owner of the Subject Property located at 1923 N Broadway Street, Crest Hill. The Applicant is proposing to amend and expand the existing 2009 Special Use permit (ORD #1499) to change the Automobile Body Repairing business to include Automobile Body Repairing/Painting business, continue the Automobile Sales/Leasing business on the Subject Property, and seek relief from the Crest Hill Zoning Ordinance parking requirements to reduce the number of required parking spaces for both businesses. The purpose of the business is to provide high-quality automotive repair, refinishing, and vehicle sales services to the surrounding community. The Automobile Sales/Leasing business will operate in conjunction with the Automobile Body Repairing/Painting business, and will specialize in pre-owned vehicles that have been properly inspected and prepared for sale.

Operations will be conducted in a manner that minimizes impacts on surrounding properties. Vehicle repair and service activities will occur indoors, reducing noise, dust, and other disturbances. Any outdoor vehicle display or storage will be organized and maintained to ensure it does not negatively affect the appearance of the neighborhood. Adequate measures have been taken to provide safe and efficient vehicle ingress and egress for the proposed Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing business, while minimizing traffic congestion on public streets. No changes are proposed to the established driveways connecting directly to public roadways that are designed to accommodate customers and employees.

Overall, the proposed uses for the commercially zoned Subject Property are consistent with other automotive and commercial activities on Broadway Street commercial corridor. By utilizing a B-3 zoned property and providing a managed, well-maintained operation, the proposed Special Use is expected to support continued economic activity and stability on Broadway Street commercial corridor,

while remaining compatible with the surrounding commercial uses. Additionally, the proposed businesses will encourage investment and revitalization in the surrounding neighborhood by activating a property that might otherwise remain underutilized.

Figure 1: Location Map of 1923 N Broadway Street (the Subject Property)



The Plan Commission conducted the required public hearing for this application at its April 9, 2026, meeting and unanimously recommended approval of the requested amended Special Use permit for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance, subject to the ten (10) conditions referenced in the Staff Report. A copy of the draft approval Ordinance is included with the agenda backup materials for this item.

Council Action Requested: Direction to include the draft approval Ordinance for a Special Use Permit for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance on the May 4, 2026, Regular City Council Agenda for final consideration.

Attachments:

- Attachment A – April 9, 2026, Plan Commission Meeting Minutes
- Attachment B – An Ordinance Approving a Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/ Painting Business, and Variations from the Crest Hill Zoning Ordinance with Respect to Certain Real Property Located at 1923 N Broadway Street in Crest Hill, Illinois - Application of Francisco Martinez Trejo (with associated Exhibits)

MINUTES OF THE CREST HILL PLAN COMMISSION

The April 9, 2026, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Gordon Butler, Commissioner Jeff Peterson, and Commissioner John Stanton.

Also present were: City Planner Atefa Ghaznawi, Community & Economic Development Consultant Ron Mentzer, and Administrative Clerk Linda Riha.

Absent were: Commissioner Marty Flynn.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Plan Commission meeting held on March 12, 2026, for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the minutes from the Plan Commission meeting held on March 12, 2026.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Slabozeski.

ABSENT: Commissioner Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented the Public Hearing and Consideration of petitions SU-26-4-4-2, and V-26-4-4-2, requests of Francisco Martinez Trejo for an amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting business located on the 20,575 sq-ft, B-3 Business Service District zoned property located at 1923 N Broadway St, Crest Hill.

Chairman Thomas asked if the paperwork was in order. City Planner Atefa Ghaznawi stated that the necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing for Case numbers SU-26-4-4-2 and V-26-4-4-2.

(#2) Motion by Commissioner Carroll seconded by Commissioner Peterson, to open a public hearing case numbers SU-26-4-4-2 and V-26-4-4-2.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Stanton, Butler, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:04 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case.

City Planner Atefa Ghaznawi presented the case, explaining that Francisco Martinez Trejo owns the property at 1923 North Broadway Street and is seeking to amend and expand his existing 2009 special use permit. The proposal includes changing the auto repair business to include auto repair and painting, continuing the automobile sales business, and seeking relief from parking requirements for both businesses. The business will provide automotive repair, refinishing, and vehicle sales services to the community, with the sales business specializing in pre-owned vehicles that have been inspected and prepared for sale.

The variation request addresses unique circumstances where strict parking adherence would reduce functional space for vehicle display and service operations, creating economic hardship. Staff recommended approval subject to ten conditions including restricted vehicle display areas, limited hours of operation (Monday-Friday 9 AM to 7 PM, Saturday 9 AM to 6 PM, and Sunday closed for auto repair/painting business; Monday-Saturday 9 AM to 6 PM and Sunday closed for auto sales/leasing business), and no outside vehicle repair.

City Planner Atefa Ghaznawi asked Francisco Martinez Trejo to come forward and present his case. Chairman Bill Thomas asked the representatives to sign in at the podium and raise their right hands to get sworn in.

Francisco Martinez Trejo appeared with his translator/friend, Ms. Flor Fuentes, who explained that Mr. Martinez has a family of four children and his wife, and this business is his only means of providing income for his family. He has invested all of his savings into purchasing the property two years ago and has been working for a year to obtain proper licenses. Ms. Fuentes emphasized Mr. Martinez's commitment to working with the city to meet all requirements and his desire to contribute revenue to Crest Hill while improving the property's appearance.

Chairman Bill Thomas asked Mr. Martinez how long he's been operating the business in its current location. Mr. Martinez stated that he bought the business two years ago and worked as a mechanic there. He wanted to add automobile painting but needed to have a Special Use/license through the City.

Commissioner Jeff Peterson inquired about Mr. Martinez's capabilities, learning he can perform all the work himself but plans to hire employees as the business grows. When asked about the car sales component, Ms. Fuentes explained the property previously operated as a car dealership and auto repair, and Mr. Martinez plans to rent dealership space to help pay off the property.

Chairman Thomas expressed support for the business expansion and particularly praised the proposed improvements to clean up the property perimeter, noting the area of Broadway Street needed beautification. Ms. Fuentes confirmed the property already looks much better than when Mr. Martinez purchased it, as it previously had junk cars, a lot of garbage, and even a mobile home in the parking lot.

Chairman Thomas asked for a motion to close the public hearing.

(#3) Motion by Commissioner Butler seconded by Commissioner Slabozeski, to close the public hearing for petitions SU-26-4-4-2 and V-26-4-4-2.

On roll call, the vote was:

AYES: Commissioners Butler, Slabozeski, Stanton, Peterson, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:18 p.m.

Chairman Thomas asked the applicant if he agreed to the ten (10) conditions previously discussed with him by the City Staff. The applicant stated that he agreed.

Chairman Bill Thomas asked for a motion to approve the requests of Francisco Martinez Trejo seeking approval for an amended Special Use permit and Variations for his automobile sales and/or leasing business and his Automobile Body Repairing/Painting business, contingent on the 10 conditions just discussed.

(#4) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to recommend to the City Council the conditional approval of the petitions SU-26-4-4-2, and V-26-4-4-2, requests of Francisco Martinez Trejo for an amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business located on the 20,575 sq-ft, B-3 Business Service District zoned property located at 1923 N Broadway St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Peterson, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Plan Commission unanimously recommends City's Council's conditional approval of the amended Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business,

subject to the project being implemented in substantial conformance with the ten (10) conditions for approval and application documents referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-4-4-2, and Case # V-26-4-4-2.

Chairman Thomas announced that this recommendation will be forwarded to the City Council and to keep in mind that the Plan Commission is a recommendation body only. He informed Mr. Martinez that the recommendation would go to city council with a workshop on April 27th, 2026, and final vote at the May 4th, 2026, City Council meeting.

Chairman Thomas thanked Mr. Martinez Trejo for his efforts in improving this stretch of Broadway Street and wished him much success with his expanded business ventures.

Chairman Bill Thomas presented the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

Chairman Thomas asked if the paperwork was in order. City Planner Atefa Ghaznawi stated that the necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing for Case numbers SU-26-3-4-1 and V-26-3-4-1.

(#5) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to open a Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Carroll, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:24 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case. City Planner Atefa Ghaznawi explained that Jorge Cruz seeks to purchase, renovate, and reoccupy the vacant former Crest Hill Bowling Lanes at 905 Theodore Street, which has been vacant since 2020. Cruz and his family have been Crest Hill residents since 2005 and have been operating their business in a small space in Hillcrest Shopping Center for several years. The proposal includes an indoor soccer sports facility with training, recreational leagues, youth development programming, and community sporting events, plus a restaurant serving American-style bar and grill food to athletes, families, and the general public.

Proposed site improvements include repairing and replacing fencing, installing new landscaping, repaving and restriping parking lots, adding landscaping islands and lighting repairs, repairing the building's awnings, and updating the ground sign with a modern design. City Planner Ghaznawi emphasized this represents adaptive reuse of a vacant commercial building, replacing blighted conditions with an active, well-maintained use that contributes positively to the neighborhood.

The variation request for the existing freestanding sign would allow adequate business visibility without altering the neighborhood's essential character. Staff recommended approval of the requested petitions subject to six conditions including completion of all improvements prior to occupancy, operating hours of Monday-Sunday 9 AM to midnight for the soccer facility and 7 AM to 11 PM for the restaurant, maximum occupancy of 200 people (including employees, players, customers, etc.), prohibition of banquet hall or convention center use, and compliance with Chapter 9.72 Curfews Applicable to Minors of the City of Crest Hill Code of Ordinances.

City Planner Atefa Ghaznawi asked Jorge Cruz to come forward and present his case. Chairman Bill Thomas asked the representatives to sign in at the podium and raise their right hands to get sworn in.

Jorge Cruz testified that he has been a Crest Hill resident since 2005, his father opened the soccer facility at Hillcrest Center in 2010, and after years of seeking expansion space, they found this location in 2024. The facility will accommodate two regular-sized indoor soccer fields, including appropriate flooring, field markings, safety netting, and spectator viewing areas as needed; include a concession stand for players, and feature a restaurant run by Mr. Cruz (who has restaurant experience) and his brother while his father, mother, and sister operate the soccer training and leagues.

Mr. Cruz explained the layout includes two soccer fields separated from the restaurant by a wall with doors, and netting separating the fields from a concession area. He confirmed alcohol would be retained in the restaurant area only and would not be allowed on the soccer fields, with appropriate signage posted.

Chairman Thomas questioned seating arrangements for spectators, learning there would be bench areas for fans and standing room around the fields with protective netting. When Chairman Thomas expressed concern about the midnight closing hour, Mr. Cruz explained their current location operates 2 PM to 11 PM or midnight, with late hours serving people who get off work late and use the facility for exercise. The representative Omar Tahrani offered to amend the hours for the indoor soccer facility to 11 PM initially and potentially request extension later if needed.

Commissioner Carroll asked about restaurant capacity, with Mr. Cruz estimating 10-15 people per hour from soccer activities might visit the restaurant. Commissioner Peterson received confirmation that the restaurant would be open to the general public, not just soccer participants. Commissioner Slabozeski asked Mr. Cruz if the restaurant would be open for breakfast, lunch and dinner. Mr. Cruz stated that the restaurant is going to serve breakfast and coffee in the morning during the slow times to get things going and also open for lunch and dinner. Chairman Thomas inquired about potential monitors in the restaurant to view the soccer fields, which Mr. Cruz confirmed was planned as a live stream system. Commissioner Butler asked about potential staffing counts. Regarding staffing, the project narrative indicated 10-15 employees for the soccer facility and 6-10 for the restaurant.

Two residents testified during public comments. Robin Phelps, a 60-year resident living near the bowling alley, expressed support for the concept but concerned about midnight hours and the bar component. She recalled problems with the previous bar at the former bowling alley including loud noise, broken bottles, and disturbances, requiring residents to clean up debris. Both Ms. Phelps and other resident present, Carrie Polus, worried about similar issues with people drinking and walking home from the new establishment.

Community & Economic Development Consultant Ron Mentzer provided important context about liquor licensing, explaining he had participated in meetings with Mr. Cruz, his father, and Mayor Ray Soliman (the City's Liquor Commissioner). Consultant Mentzer clarified this would be a restaurant liquor license allowing alcohol service with food, not a bar license for extended drinking. Mayor Soliman was clear that he would only support a restaurant license, meaning customers couldn't simply spend time together drinking for hours but would need to order food. Consultant Mentzer noted Mayor Soliman is very hands-on as the Liquor Commissioner, sets clear expectations, calls in license holders when issues arise, and isn't afraid to revoke licenses when necessary. He emphasized that the family has significant self-interest in maintaining compliance to protect their substantial investment.

Commissioner Stanton inquired about the hours of both the soccer facility and the restaurant. City Planner Atefa Ghaznawi stated that the indoor soccer facility's hours are Monday-Sunday 9 AM to midnight and the restaurant hours are Monday-Sunday 7 AM to 11 PM. Commissioner Stanton then asked if the restaurant would need to be opened after 9:00-10:00PM. The representatives stated that there are people who come to play soccer or work out right from work and might need to eat afterward. Residents Ms. Phelps and Ms. Polus added that they think the idea and concept of an indoor soccer facility is a wonderful idea but still have concerns about the bar aspect of the facility falling into the past problems of the former bowling alley with disturbances and broken bottles. Mr. Cruz stressed that he thought that a bowling alley clientele and a soccer facility clientele are quite different and hoped there weren't any of the past issues that arise. He also mentioned that his family is very hands-on with the business.

Commissioner Slabozeski asked when Mr. Cruz planned to open the business. Mr. Cruz stated that once the work was done as stated in the agreement. He hoped that he could get a rush team in there to get it done and open by July or August 2026. He stated that he wanted to be ready to go for the winter soccer season.

Chairman Thomas asked for a motion to close the public hearing for cases SU-26-3-4-1 and V-26-3-4-1.

(#6) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Stanton, Butler, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:58 p.m.

Chairman Thomas expressed concern about the “sports bar” signage after extensive discussion about it not being a bar, suggesting alternatives like “sports restaurant” or “Corner Kick Lounge.” He strongly preferred limiting both soccer facility and restaurant hours to 11 PM rather than midnight, offering to support future hour extensions if the business proved successful and problem-free.

Commissioner Peterson favored leaving the hours as requested, noting that restrictions based on potential drunk patrons seemed unfair since problematic drinking could occur elsewhere regardless.

Commissioner Stanton preferred some alcohol service time restrictions, suggesting alcohol service end earlier than food service to maintain control, stopping alcohol at 8 PM while allowing food service until 11 PM or midnight.

Commissioner Carroll supported matching restaurant and soccer facility hours so families would leave together when activities ended and inquired about managing unruly customers. Mr. Cruz assured Commissioners they would be hands-on in monitoring patrons and preventing over-service.

Commissioner Slabozeski suggested simply monitoring the situation as proposed. She also inquired about whether there will be security cameras inside and outside. Mr. Cruz answered that there will be a security system inside and outside of the facility.

Commissioner Butler stated that he had no problem with keeping the operating hours as proposed with proper monitoring.

Consultant Mentzer added that businesses serving alcohol must obtain dram shop insurance requiring mandatory training for staff on monitoring customers and overseeing unruly situations. He noted police departments prefer to be called for any issues rather than having business owners manage problems themselves, creating a partnership approach to prevention. Consultant Mentzer also explained that the City Council had recently modified liquor control provisions to expand restaurant alcohol service hours to midnight to compete with national chains like Chili's, Applebee's, and Olive Garden which typically serve until 11 PM or midnight on weekends. The previous 10 PM limit had been a factor in difficulty attracting such competitive businesses to Crest Hill.

Commissioner Stanton thanked Consultant Mentzer for the added information about the modified liquor control provisions and being in competition with the national chains. He stated that it made sense to him.

After discussion, the Commission took an informal straw vote showing 4-2 support for keeping the proposed hours unchanged. Chairman Thomas noted he would forward the discussion details to the City Council for their final determination on operating hours.

Chairman Bill Thomas asked for a motion to approve the requests of Jorge Cruz seeking approval for a Special Use and Variation for an Indoor Recreational and Entertainment (Soccer) Facility, contingent on the 6 conditions just discussed.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to recommend to the City Council the conditional approval of the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill..

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

Chairman Thomas stated the Plan Commission unanimously recommends City Council's conditional approval of the Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, subject to the project being implemented in substantial conformance with the six (6) conditions for approval and application documents

referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-3-4-1, and Case # V-26-3-4-1.

Chairman Thomas announced that this recommendation will be forwarded to the City Council and to keep in mind that the Plan Commission is a recommendation body only. The City Council will hear about this case during the April 27th, 2026, Work Session Meeting and the May 4th, 2026, City Council meeting for formal vote.

Chairman Bill Thomas then thanked Mr. Cruz for having the vision to repurpose an existing commercial property that has been vacant for six years and to further expand his indoor soccer sports training facility in the City of Crest Hill. He wished Mr. Cruz and his family much success with both the new soccer facility and the restaurant associated with it.

OTHER BUSINESS: There was no other business.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#8) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to adjourn the April 9, 2026, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Stanton, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 8:18 p.m.

As approved this _____ day of _____, 2026.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

ORDINANCE NO. _____

**AN ORDINANCE APPROVING A SPECIAL USE FOR AN AUTOMOBILE SALES
AND/OR LEASING BUSINESS AND AN AUTOMOBILE BODY REPAIRING/
PAINTING BUSINESS, AND VARIATIONS FROM THE CREST HILL
ZONING ORDINANCE WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED
AT 1923 N BROADWAY STREET IN CREST HILL, ILLINOIS
(APPLICATION OF FRANCISCO MARTINEZ TREJO)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to vary the application of its local zoning requirements “in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that special use and variation requests shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City has enacted procedures, requirements, and standards for Special Use in Section 12.7-6 of the Crest Hill Zoning Ordinance; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for Variations from its zoning requirements in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, Francisco Martinez Trejo (the “Applicant”) is the owner of the real property located at 1923 N Broadway Street in the City of Crest Hill, Illinois, bearing PIN 11-04-33-402-014-0000 which is legally described in Exhibit 1 of the attached Exhibit A (the “Property”); and

WHEREAS, the Applicant has filed an application requesting approval of an amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business (the “Application”); and

WHEREAS, Ordinance 1499 was passed by the Crest Hill City Council on August 3, 2009, approving a Special Use to operate an Automobile Sales and/or Leasing business and an Automobile Body Repairing business on the Property; and

WHEREAS, the Crest Hill Plan Commission, after proper notice thereof given, conducted a public hearing on the Application on April 9, 2026; and

WHEREAS, based on the evidence presented at the public hearing and upon making the following findings, which are more fully detailed in the Findings and Decision attached hereto as Exhibit A, the Plan Commission recommended unanimous but conditional approval of the requested Special Use, and Variations outlined in Exhibit 2 of attached Exhibit A at its April 9, 2026, meeting:

- A. The Special Use, and Variations are in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, or general welfare, and the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood; and
- C. The plight of the Applicant is due to unique circumstances and thus strict enforcement of the Crest Hill Zoning Ordinance would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- D. The Property cannot yield a reasonable return for the proposed commercial uses if permitted to be used only under the conditions allowed by the Zoning Ordinance; and
- E. The Special Use, and Variations, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent properties; and

WHEREAS, the Plan Commission's recommendation to approve the Special Use, and Variations listed in Exhibit 2 of attached Exhibit A was made subject to the project being implemented in substantial conformance with the ten (10) conditions for approval and the application documents referenced in the April 9, 2026, Community Development Department Staff Report attached hereto as Exhibit 3 of attached Exhibit A (the "Staff Report"); and

WHEREAS, the City Council has examined the April 9, 2026, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the Applicant in a regularly scheduled open meeting; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the Application be granted subject to the project being implemented in substantial conformance with the ten (10) conditions for approval and application documents referenced in the Staff Report; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the Findings and Decision of the Plan Commission, attached hereto and incorporated by reference herein as Exhibit A, as the findings and decision of the City Council in relation to the Application.

SECTION 3: The Special Use and requested Variations listed in Exhibit 2 of the attached Exhibit A are hereby granted and approved subject to the project being implemented in substantial conformance with the following ten (10) conditions for approval and application documents referenced in the April 9, 2026, Community Development Staff Report for Plan Commission Case #SU-26-4-4-2, and Case #V-26-4-4-2:

1. The applicant shall apply for a building permit for interior renovation for the Automobile Body Repairing/Painting business within thirty (30) days following the approval of the Special Use permit.
2. The applicant shall complete all proposed interior and exterior improvements in accordance with the plans as presented, within seven (7) months following the approval of the Special Use permit.
3. For the Automobile Sales and/or Leasing business, a maximum of three (3) motor vehicles shall be permitted for display in the striped parking area of the northeast parking lot, facing Broadway Street. Motor vehicles for retail sale may remain in such parking spaces after the regular business hours of the Automobile Sales and/or Leasing business.
4. The west side of the northeast parking lot shall be limited to customer and employee parking, and shall not have motor vehicles parked thereon after the regular business hours of the Automobile Sales and/or Leasing business.
5. The northwest parking lot shall have a maximum of five (5) parking spaces designated/striped for the parking of automobiles associated with the Automobile Body Repairing/Painting business.
6. There shall be no off-street parking other than as specified in the Conditions for Approval.
7. There shall be no tarped motor vehicles located in any of the designated parking areas or upon any outside location on the Subject Property.
8. There shall be no outside repair of motor vehicles on the Subject Property.
9. Hours of operation for the Automobile Body Repairing/Painting business shall be limited to Monday – Friday 9:00 AM – 7:00 PM, Saturday 9:00 AM – 6:00 PM, and Sunday closed.
10. Hours of operation for the Automobile Sales and/or Leasing business shall be limited to Monday- Saturday 9:00am-6:00pm and Sunday closed.

SECTION 4: The City Clerk is hereby authorized and directed to record a copy of this Ordinance against the Subject Property, and further to annotate the Special Use permit granted hereby on the Crest Hill Official Zoning Map.

SECTION 5: This Ordinance shall take effect upon its passage according to law.

[Left Intentionally Blank]

PASSED THIS 4TH DAY OF MAY, 2026

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF MAY, 2026.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-26-4-4-2, AND CASE NO. V-26-4-4-2
APPLICATION OF FRANCISCO MARTINEZ TREJO FOR AN AMENDED SPECIAL USE
PERMIT FOR AN AUTOMOBILE SALES AND/OR LEASING BUSINESS AND AN
AUTOMOBILE BODY REPAIRING/PAINTING BUSINESS, AND VARIATIONS FROM THE
CREST HILL ZONING ORDINANCE AT PROPERTY LOCATED AS 1923 N BROADWAY
STREET IN THE CITY OF CREST HILL, ILLINOIS.**

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on April 9, 2026, being fully advised on the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

- A. That the applicant, Francisco Martinez Trejo is the owner of the real property located at 1923 N Broadway Street in the City of Crest Hill, Illinois, bearing PIN 11-04-33-402-014-0000;
- B. That the Application seeks approval of an amended Special Use permit for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from the Crest Hill Zoning Ordinance for the property described in the application, commonly known as 1923 N Broadway Street in Crest Hill, Illinois (the "Property"), with PIN 11-04-33-402-014-0000, which is legally described in Exhibit A-1, attached hereto and incorporated herein by reference;
- C. That the Application seeks approval of Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business;
- D. That the Property is zoned B-3;
- E. That the Application was properly submitted and notice of the Application and the public hearing were properly made;
- F. That no interested parties filed their written appearance herein;
- G. That the public hearing was opened and called to order on April 9, 2026, and the applicant presented evidence and arguments in support of its application on April 9, 2026;
- H. That the rules adopted by the Plan Commission for the conduct of public hearings by the Plan Commission were duly followed and observed;

I. That the proposed amended Special Use permit for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and requested Variations request as considered under section 12.7 of the Zoning Ordinance, meets the six (6) standards for Special Use under section 12.7-6, and the three (3) standards for the granting of a Variation under Section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8) of the Zoning Ordinance;

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF SPECIAL USE PERMIT AND VARIATIONS AS FOLLOWS:

1. That the approval of the application of Francisco Martinez Trejo for an amended Special Use permit for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations as listed in attached Exhibit A-2 for the Property located at 1923 N Broadway Street in Crest Hill, Illinois with PIN 11-04-33-402-014-0000 is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the amended Special Use permit for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations request be granted subject to the project being implemented in substantial conformance with the following ten (10) conditions for approval and application documents referenced in the April 9, 2026, Community Development Staff Report for this request, as follows:

1. The applicant shall apply for a building permit for interior renovation for the Automobile Body Repairing/Painting business within thirty (30) days following the approval of the Special Use permit.
2. The applicant shall complete all proposed interior and exterior improvements in accordance with the plans as presented, within seven (7) months following the approval of the Special Use permit.
3. For the Automobile Sales and/or Leasing business, a maximum of three (3) motor vehicles shall be permitted for display in the striped parking area of the northeast parking lot, facing Broadway Street. Motor vehicles for retail sale may remain in such parking spaces after the regular business hours of the Automobile Sales and/or Leasing business.
4. The west side of the northeast parking lot shall be limited to customer and employee parking, and shall not have motor vehicles parked thereon after the regular business hours of the Automobile Sales and/or Leasing business.
5. The northwest parking lot shall have a maximum of five (5) parking spaces designated/striped for the parking of automobiles associated with the Automobile Body Repairing/Painting business.
6. There shall be no off-street parking other than as specified in the Conditions for Approval.
7. There shall be no tarped motor vehicles located in any of the designated parking areas or upon any outside location on the Subject Property.
8. There shall be no outside repair of motor vehicles on the Subject Property.
9. Hours of operation for the Automobile Body Repairing/Painting business shall be limited to Monday – Friday 9:00 AM – 7:00 PM, Saturday 9:00 AM – 6:00 PM, and Sunday closed.

10. Hours of operation for the Automobile Sales and/or Leasing business shall be limited to Monday- Saturday 9:00am-6:00pm and Sunday closed.

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DRAFT

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 9TH Day of April, 2026
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Ken Carroll	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Cheryl Slabozeski	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Gordon Butler	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Marty Flynn	<u> </u>	<u> </u>	<u>X</u>	<u> </u>
Commissioner Jeff Peterson	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner John Stanton	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A-1

LEGAL DESCRIPTION

PROPERTY ADDRESS: 1923 N BROADWAY STREET, CREST HILL, IL, 60403

PERMANENT INDEX NO: 11-04-33-402-014-0000

LEGAL DESCRIPTION:

LOT 61, EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 61, THENCE ON AN ASSUMED BEARING OF SOUTH 05 DEGREES 31 MINUTES 20 SECONDS WEST 9.27 FEET, ALONG THE EASTERLY LINE OF SAID LOT 61, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE NORTH 44 DEGREES 08 MINUTES 35 SECONDS WEST 13.22 FEET, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE SOUTH 88 DEGREES 32 MINUTES 58 SECONDS EAST 10.10 FEET, ALONG SAID NORTHERLY LINE OF LOT 61, TO THE POINT OF BEGINNING, AN ALL OF LOTS 62 AND 63 IN STERN PARK, A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, AS DOCUMENT NO. 299218, IN WILL COUNTY, ILLINOIS.

EXHIBIT A-2

1923 N BROADWAY STREET - LIST OF REQUESTED VARIATIONS

Crest Hill Zoning Ordinance, Section 11.8 Schedule of Parking Requirements, Sub-Section 11.8-2 Retail and Service Uses:

n. Automobile Sales and/or Leasing: One (1) parking space shall be provided for each three hundred (300) square feet of floor area, *i.e., 5 parking spaces. 3 parking spaces (including one ADA parking) are proposed for the Automobile Sales and/or Leasing business (excluding three parking spaces for the vehicle display).*

o. Automobile Body Repairing/Painting: Four (4) parking spaces shall be provided for each service bay, plus one (1) space per employee for the work shift with the largest number of employees. *i.e., 14 parking spaces. 6 parking spaces (including one ADA parking) are proposed for the Automobile Body Repairing/Painting business.*

EXHIBIT A-3

April 9, 2026 Community Development Department Staff Report

DRAFT



To: Plan Commission

From: Daniel Ritter, AICP, Community Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Date: April 9, 2026

Re: 1923 N Broadway Street, Amended Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business (Case # SU-26-4-4-2); and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to Decrease Required Parking Spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business (Case # V-26-4-4-2).

Project Details

Project:	Amended Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to Decrease Required Parking Spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business.
Applicant:	Francisco Martinez Trejo, Fava Auto Body LLC
Requests:	Special approvals from the City of Crest Hill Zoning Ordinance for an Amended Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations Request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to Decrease Required Parking Spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business.
Location:	1923 N Broadway Street (the "Subject Property")

Site Details

Lot Size:	Approximately 20,575 sq-ft
Existing Zoning:	B-3 Business Service District (Special Use 2009)
Existing Improvements:	Approx. 6,100 SF existing one-story 2-unit commercial building, and two existing parking lots and driveways

Surrounding Zoning and Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcels	Commercial, Auto Repair and Sale of Vehicles	Local Commercial	B-3
North	Commercial, Auto Repair Restaurant, Warehouse	Local Commercial	B-2, B-3, M-1
South	Commercial, Auto Repair	Local Commercial	B-2, B-3
East	Industrial, Truck Parking and Repair	Unincorporated, Heavy Industrial	Unincorporated, Will County
West	Single-Family Detached Residence	Mixed-Use/Flex	R-1

Exhibits

Application documents submitted by Applicant include:

1. Exhibit C – Application for Development 2025-12-11
2. Exhibit D – Legal Description 2026-03-12
3. Exhibit E – Plat of Survey 2026-03-12
4. Exhibit F – Existing Floor Plan 2026-03-12
5. Exhibit G – List of Requested Variations 2026-03-12
6. Exhibit H – Project Narrative 2026-03-16
7. Exhibit I – Response to Standards for Special Use 2026-03-16
8. Exhibit J – Proposed Site Plan with Landscaping, by Enrique Castel Architect, last revised 2026-03-12

Application Background and Project Summary

Francisco Martinez Trejo (the Applicant) is the owner of the Subject Property located at 1923 N Broadway Street, Crest Hill. The Applicant is proposing to amend and expand the existing 2009 Special Use permit (ORD #1499) to change the Automobile Body Repairing business to include Automobile Body Repairing/Painting business, continue the Automobile Sales/Leasing business on the Subject Property, and seek relief from the Crest Hill Zoning Ordinance parking requirements to reduce the number of required parking spaces for both businesses. The purpose of the business is to provide high-quality automotive repair, refinishing, and vehicle sales services to the surrounding community. The proposed hours of operation for the Automobile Body Repairing/Painting business are Monday – Friday: 9:00 AM – 7:00 PM, Saturday: 9:00 AM – 6:00 PM, Sunday: closed.

The Automobile Sales/Leasing business will operate in conjunction with the Automobile Body Repairing/Painting business, and will specialize in pre-owned vehicles that have been properly inspected and prepared for sale. Vehicles will be displayed on the property in designated parking areas. The proposed hours of operation for the Automobile Sales/Leasing business are Monday-Saturday: 9:00am-6:00pm and Sunday: closed.

The combination of repair services and vehicle sales allows the business to provide complete automotive services to customers, including repair, restoration, and vehicle replacement when needed.

Figure 1: Location Map of 1923 N Broadway Street (the Subject Property)



Proposed Improvements

- **Interior Improvements:** Renovate the interior space to accommodate the Automobile Body Repairing/Painting business in compliance with all building and fire code requirements.
- **Exterior Improvements:** Restripe the east and west parking lots to improve traffic flow, safety, and overall appearance; install new fencing along the south and west of the Subject Property, bordering the residential and commercial properties; install new dumpster enclosure; and add protective parking islands and decorative landscaping along driveways to improve visibility and enhance aesthetic appeal.

Summary of Requested Petitions

The Applicant is seeking approvals of the following petitions:

- (i) Amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business
- (ii) Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business.

Staff Analysis

Overall, the proposed uses for the commercially zoned Subject Property are consistent with other automotive and commercial activities on Broadway Street commercial corridor. By utilizing a B-3 zoned property and providing a managed, well-maintained operation, the proposed Special Use is expected to support continued economic activity and stability on Broadway Street commercial corridor, while remaining compatible with the surrounding commercial uses.

Operations will be conducted in a manner that minimizes impacts on surrounding properties. Vehicle repair and service activities will occur indoors, reducing noise, dust, and other disturbances. Any outdoor vehicle display or storage will be organized and maintained to ensure it does not negatively affect the appearance of the neighborhood. Adequate measures have been taken to provide safe and efficient vehicle ingress and egress for the proposed Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing business, while minimizing traffic congestion on public streets. No changes are proposed to the established driveways connecting directly to public roadways that are designed to accommodate customers and employees.

On-site circulation and parking areas are configured to allow smooth entry and exit, reducing the potential for queuing or spillover onto adjacent streets. Vehicle display areas and service bays are arranged to keep operations organized and prevent conflicts between incoming and outgoing traffic. Additionally, any necessary site improvements will be implemented in accordance with City requirements to ensure traffic flows safely and efficiently. These measures will help maintain the functionality of surrounding streets while supporting the operation of the Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business.

Additionally, the proposed businesses will encourage investment and revitalization in the surrounding neighborhood by activating a property that might otherwise remain underutilized. Overall, the special use is compatible with surrounding commercial uses and will support, rather than hinder, the orderly growth and improvement of neighboring properties.

The variations request to decrease the required parking spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business, if granted, will not alter the essential character of the neighborhood. Strict adherence to the required parking standards will reduce the functional space available for vehicle display and service operations, limiting the property's ability to operate efficiently and generate adequate revenue. This unique circumstance creates an economic hardship, as the property cannot achieve a reasonable return under the existing parking regulations. Additionally, the property's size, layout, and configuration limit the ability to provide the full number of parking spaces required by the Crest Hill Zoning Ordinance without compromising essential operational areas for the Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business, such as service bays, vehicle display, and circulation. These site-specific conditions are not generally shared by other properties in the B-3 Zoning District, creating a practical difficulty in fully complying with the parking requirements while maintaining a viable and functional business. The requested variations address this unique circumstance by allowing the property to be used efficiently and economically without negatively impacting surrounding properties or the overall character of the neighborhood.

Staff feedback on specific aspects of the requested approvals

- **Crest Hill Zoning Ordinance, Section 11.8 Schedule of Parking Requirements, Sub-Section 11.8-2 Retail and Service Uses:**

n. Automobile Sales and/or Leasing: One (1) parking space shall be provided for each three hundred (300) square feet of floor area, i.e., 5 parking spaces. *3 parking spaces (including one ADA parking) are proposed for the Automobile Sales and/or Leasing business (excluding three parking spaces for the vehicle display).*

o. Automobile Body Repairing/Painting: Four (4) parking spaces shall be provided for each service bay, plus one (1) space per employee for the work shift with the largest number of employees. i.e., 14 parking spaces. *6 parking spaces (including one ADA parking space) are proposed for the Automobile Body Repairing/Painting business.*

Staff reviewed the proposed project with respect to the applicable City regulations. The Crest Hill Zoning Ordinance classifies Automobile Sales and/or Leasing and Automobile Body Repairing/Painting as Special Use in the B-3 Business Service District. To expand the operations to include the Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing, the existing 2009 Special Use permit must be amended, and the above-mentioned variation granted.

Variation Approval Standards and Findings

Section 12.6-2 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with. Staff has drafted the following findings of fact identified in bold italic font. These drafted findings can be modified or changed as the Plan Commission deems fit and based on the specific findings from the public hearing.

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.

The property cannot yield a reasonable return if limited to the standard parking requirements currently allowed in the B-3 Zoning District. The proposed Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing business require sufficient on-site parking to accommodate customer vehicles, service bays, and vehicle display areas. Strict adherence to the required parking standards reduces the functional space available for vehicle display and service operations, thus limiting the property's ability to operate efficiently and generate adequate revenue.

This unique circumstance creates an economic hardship, as the property cannot achieve a reasonable return under the existing regulations. Granting the variation to reduce the required parking will allow both businesses to operate effectively while maintaining safe circulation, accommodating customers, and remaining compatible with surrounding commercial and residential properties.

2. That the plight of the owner is due to unique circumstances.

The plight of the owner is due to unique circumstances that justify the requested variation to reduce the required parking. The property's size, layout, and configuration limit the ability to provide the full number of parking spaces required by the Crest Hill Zoning Ordinance without compromising essential operational

areas for the Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing business, such as service bays, vehicle display, and circulation.

These site-specific conditions are not generally shared by other properties in the B-3 Zoning District, creating a practical difficulty in fully complying with the parking requirements while maintaining a viable and functional business. The requested variations address this unique circumstance by allowing the property to be used efficiently and economically without negatively impacting surrounding properties or the overall character of the neighborhood.

3. That the variation, if granted, will not alter the essential character of the locality.
The variation to reduce the required parking, if granted, will not alter the essential character of the neighborhood. The proposed Automobile Body Repairing/Painting business and Automobile Sales and/or Leasing business are consistent with other commercial and automotive uses on Broadway Street Commercial Corridor, and the reduction in parking will be accommodated entirely on-site without impacting surrounding streets or neighboring properties.
The site will maintain organized circulation, safe access, and sufficient parking to serve customers and operations, ensuring that the property remains visually and functionally compatible with the surrounding neighborhood. Granting the variation will allow for practical and efficient use of the property while preserving the overall character and commercial activity of the neighborhood.

In addition, Section 12.6-2 Standards for Variations and Section 12.7-6 Standards for Special Use of the Zoning Ordinance further suggest that the Plan Commission supplement the above standards by taking into consideration the extent to which the facts listed on Exhibit A and Exhibit B have been established by the evidence presented during the public hearing process and further support the approval of the Applicant's requests. Please refer to Exhibit I for the Applicant's response to Standards for Special Use.

Conditions of Approval

The plans submitted for building permits shall be in substantial compliance with the plans approved by the City Council and identified below, unless otherwise noted in the remaining conditions:

1. The applicant shall apply for a building permit for interior renovation for the Automobile Body Repairing/Painting business within thirty (30) days following the approval of the Special Use permit.
2. The applicant shall complete all proposed interior and exterior improvements in accordance with the plans as presented, within seven (7) months following the approval of the Special Use permit.
3. For the Automobile Sales and/or Leasing business, a maximum of three (3) motor vehicles shall be permitted for display in the striped parking area of the northeast parking lot, facing Broadway Street. Motor vehicles for retail sale may remain in such parking spaces after the regular business hours of the Automobile Sales and/or Leasing business.
4. The west side of the northeast parking lot shall be limited to customer and employee parking, and shall not have motor vehicles parked thereon after the regular business hours of the Automobile Sales and/or Leasing business.
5. The northwest parking lot shall have a maximum of five (5) parking spaces designated/striped for the parking of automobiles associated with the Automobile Body Repairing/Painting business.

6. There shall be no off-street parking other than as specified in the Conditions for Approval.
7. There shall be no tarped motor vehicles located in any of the designated parking areas or upon any outside location on the Subject Property.
8. There shall be no outside repair of motor vehicles on the Subject Property.
9. Hours of operation for the Automobile Body Repairing/Painting business shall be limited to Monday – Friday 9:00 AM – 7:00 PM, Saturday 9:00 AM – 6:00 PM, and Sunday closed.
10. Hours of operation for the Automobile Sales and/or Leasing business shall be limited to Monday- Saturday 9:00am-6:00pm and Sunday closed.

Staff Recommendation

Based on the drafted findings reflected in this staff report, Staff recommend the following motion to provide a recommendation to the City Council. This motion may be amended by any Plan Commission member making the motion based upon the findings of the public hearing. Staff recommend that any motion be made in the positive form to correspond with the applicant's request to avoid confusion.

The Plan Commission recommends City Council conditional approval of the amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business; and Variations request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business, subject to the project being implemented in substantial conformance with the ten (10) conditions for approval and application documents referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-4-4-2, and Case # V-26-4-4-2.

EXHIBIT A**Supplemental Variation Approval Facts to Consider Per Zoning Ordinance Section 12.6-2**

1. *That the particular physical surroundings, shape, or topographical condition of the specific property involved will result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
2. *The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
3. *That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
4. *That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
5. *That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as "similar and compatible uses."*
6. *That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
7. *That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City.*
8. *That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance deprives the applicant of any reasonable use of his land. Mere loss in value shall not justify a variation; there must be a deprivation of beneficial use of land.*

EXHIBIT B**Supplemental Special Use Approval Facts to Consider Per Zoning Ordinance Section 12.7-6**

1. *That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.*
2. *That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*
3. *That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
4. *That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.*
5. *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.*
6. *That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.*



EXHIBIT C

Application for Development

For Office Use Only: Case Number: SU-26-4-4-2 & V-26-4-4-2

Project Name: FAVA AUTO BODY LLC

Owner: Francisco Martinez Trigo **Correspondence To:** _____

Street address: 1923 N Broadway St **Street address:** _____

City, St., Zip: Crest Hill, IL 60403 **City, St., Zip:** _____

Phone: [REDACTED] **Phone:** [REDACTED]

Email: [REDACTED] **Email:** _____

Property Address: **Property Information:**
Street address: 1923 N Broadway St **Lot Width:** _____

City, St., Zip: Crest Hill, IL 60403 **Lot Depth:** _____

PIN: 11-04-33-402-014-0000 **Total Area:** _____

*Submit an electronic version of the legal description only in a Word document to:
buildingdepartment@cityofcresthill.com

Existing Zoning: B-3 Special Use **Existing Land Use:** Auto repair & dealership

Requested Zoning: B-3 Special Use **Proposed Land Use:** Auto repair and painting & dealership

Adjoining Properties Zoning and Uses:

North of Property: B-2 and B-3

South of Property: B-2

East of Property: Unincorporated/Industrial

West of Property: R-1

Purpose Statement (intended use and approval sought): _____

Amending the existing 2009 Special Use to add an auto repair/painting business and continuing the dealership business.

Development Request: Please check all that apply and describe:

- ☐ Rezoning: _____
- ☒ Special Use: Auto body / Dealer ship.
- ☒ Variance: Reduced parking requirements for both auto repair/painting & dealership
- ☐ Planned Unit Development: _____
- ☐ Annexation: _____
- ☐ Plat: _____
- ☐ Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

- ☐ Civil Engineer: _____ Phone: _____
Company: _____ Email: _____
- ☐ Contractor: _____ Phone: _____
Company: _____ Email: _____
- ☐ Architect: _____ Phone: _____
Company: _____ Email: _____
- ☐ Builder: _____ Phone: _____
Company: _____ Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

Signature of the Applicant

12/11/2025
Date

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner

12/11/2025
Date

EXHIBIT D

1923 BROADWAY STREET - LEGAL DESCRIPTION

PROPERTY ADDRESS: 1923 BROADWAY STREET, CREST HILL, IL, 60403

PERMANENT INDEX NO: 11-04-33-402-014-0000

LEGAL DESCRIPTION:

LOT 61, EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 61, THENCE ON AN ASSUMED BEARING OF SOUTH 05 DEGREES 31 MINUTES 20 SECONDS WEST 9.27 FEET, ALONG THE EASTERLY LINE OF SAID LOT 61, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE NORTH 44 DEGREES 08 MINUTES 35 SECONDS WEST 13.22 FEET, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE SOUTH 88 DEGREES 32 MINUTES 58 SECONDS EAST 10.10 FEET, ALONG SAID NORTHERLY LINE OF LOT 61, TO THE POINT OF BEGINNING, AN ALL OF LOTS 62 AND 63 IN STERN PARK, A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, AS DOCUMENT NO. 299218, IN WILL COUNTY, ILLINOIS.

ADDRESS:
1923 S. Broadway St. Crest Hill, IL 60403
PIN: 11-04-33-402-014-0000

FIELD WORK COMPLETED ON: 06/02/2025

CLIENT:
Francisco Martinez

Area: 20,575.20 Sq. Feet

PLAT OF SURVEY

LOT 61, EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 61, THENCE ON AN ASSUMED BEARING OF SOUTH 05 DEGREES 31 MINUTES 20 SECONDS WEST 9.27 FEET, ALONG THE EASTERLY LINE OF SAID LOT 61, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE NORTH 44 DEGREES 08 MINUTES 35 SECONDS WEST 13.22 FEET, TO A 5/8" REBAR WITH AN ALLIED CAP STAMPED "STATE OF ILLINOIS DIVISION OF HIGHWAYS RIGHT-OF-WAY CORNER IPLS 2017", THENCE SOUTH 88 DEGREES 32 MINUTES 58 SECONDS EAST 10.10 FEET, ALONG SAID NORTHERLY LINE OF LOT 61, TO THE POINT OF BEGINNING, AN ALL OF LOTS 62 AND 63 IN STERN PARK, A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, AS DOCUMENT NO. 299218, IN WILL COUNTY, ILLINOIS.



SCALE 1"=20'

Basis of Bearing

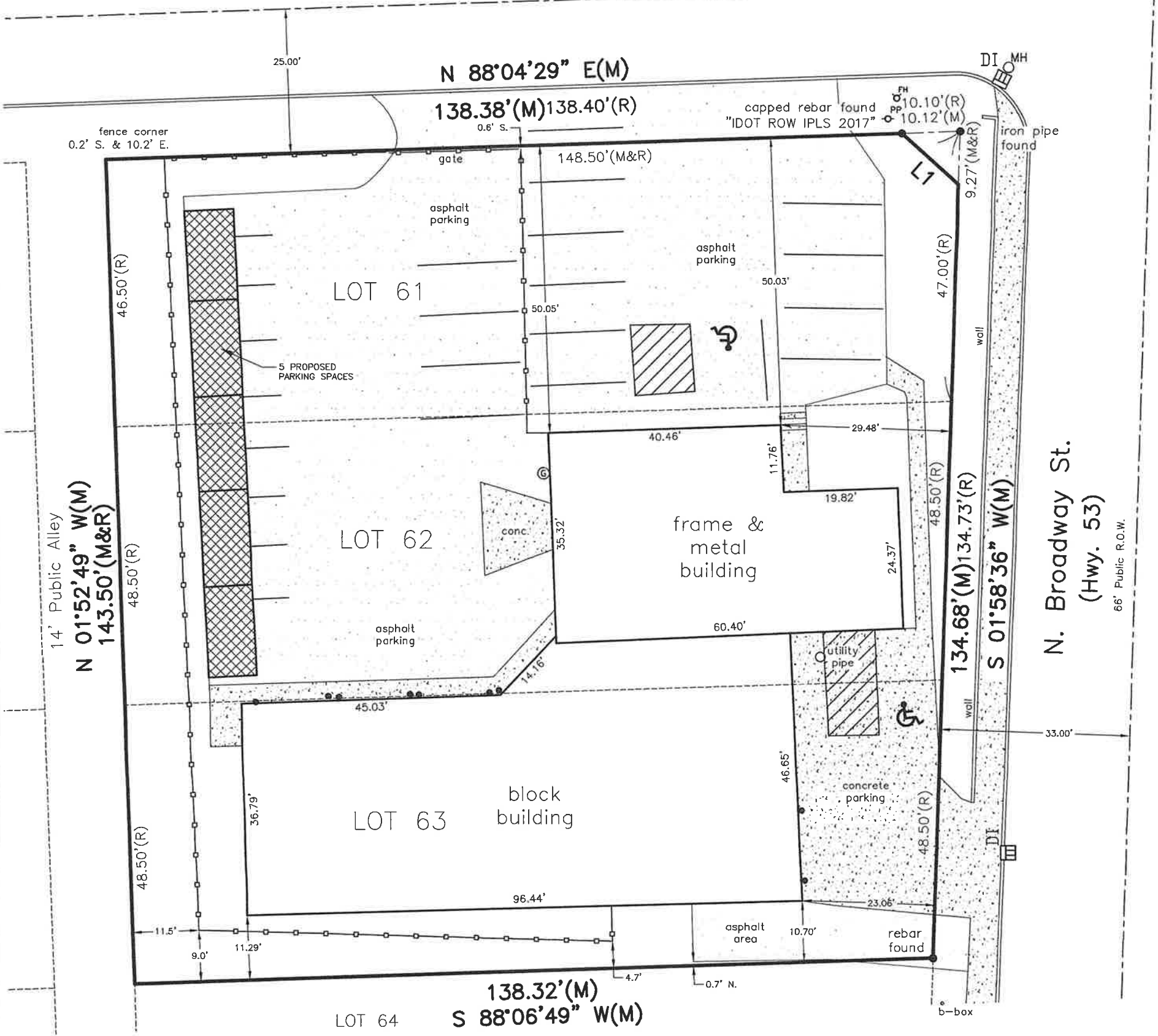
STATE PLANE COORDINATES



EXHIBIT E

Elsie Ave.

50' Public R.O.W.



LINE TABLE

L1	13.24'(M), 13.22'(R)	S 47°43'39" E(M)
----	----------------------	------------------

STATE OF ILLINOIS
COUNTY OF GRUNDY

THIS IS TO CERTIFY THAT I, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HAVE SURVEYED THE PROPERTY DESCRIBED IN THE ABOVE CAPTION AS SHOWN BY THE DRAWN PLAT WHICH IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.

DIMENSIONS SHOWN HEREON ARE IN FEET AND DECIMAL PARTS THEREOF.

GIVEN UNDER MY HAND AND SEAL AT MINOOKA, ILLINOIS,
THIS 2ND DAY OF JUNE OF 2025.

JOSE RAFAEL SALAS
ILLINOIS LICENSE NO. 035.003933, EXPIRES NOVEMBER 30TH, 2026.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY



LEGEND



Concrete Surface



Asphalt Surface



curb inlet



fire hydrant



bollard



utility pole



b-box



gas meter



manhole

Center Line
Boundary Line
Adjacent Line
Fence Line
Easement Line

(M) Measured or Calculated
(R) Recorded
• Monument Found
○ Monument Set

Notes:

Compare this Plat with your records and immediately report any discrepancies.



SALAS LAND SURVEYING
P.O. BOX 661
Minooka, IL 60447
(815) 521-6354
salaslandsurveying.com

EXHIBIT G**1923 N BROADWAY ST – LIST OF REQUESTED VARIATIONS****Crest Hill Zoning Ordinance, Section 11.8 Schedule of Parking Requirements, Sub-Section 11.8-2 Retail and Service Uses:**

n. Automobile Sales and/or Leasing: One (1) parking space shall be provided for each three hundred (300) square feet of floor area, i.e., 5 parking spaces. **3 parking spaces (including one ADA parking) are proposed for the Automobile Sales and/or Leasing business (excluding three parking spaces for the vehicle display).**

o. Automobile Body Repairing/Painting: Four (4) parking spaces shall be provided for each service bay, plus one (1) space per employee for the work shift with the largest number of employees. i.e., 14 parking spaces. **6 parking spaces (including one ADA parking) are proposed for the Automobile Body Repairing/Painting business.**

EXHIBIT H

Project Narrative – Auto Body, Paint, and Dealership

This project proposes the operation of an **automotive body repair, paint facility, and small vehicle dealership** located at the subject property. The purpose of the business is to provide high-quality automotive repair, refinishing, and vehicle sales services to the surrounding community.

Hours of Operation

The proposed hours of operation for the business are:

- **Monday – Friday:** 9:00 AM – 7:00 PM
- **Saturday:** 9:00 AM – 6:00 PM
- **Sunday:** Closed

Number of Employees

The business is expected to employ approximately 2–4 employees including: owner/manager, auto body technicians, paint technicians, detailing staff, office/customer service staff, and a sales associate.

Staff levels may increase in the future depending on business growth and demand.

Services Offered

The business will provide a full range of automotive services including:

Auto Body Repair

- Collision repair
- Dent and scratch repair
- Frame straightening and structural repairs
- Panel replacement and repair

Automotive Painting and Refinishing

- Full vehicle paint jobs
- Spot and panel painting
- Color matching and blending

- Clear coat refinishing
- Paint correction and polishing

Vehicle Detailing

- Interior and exterior detailing
- Paint protection services
- Vehicle cleaning after repair

Vehicle Sales (Dealership)

- Sale of quality pre-owned vehicles
- Vehicle inspections and reconditioning prior to sale
- Customer vehicle financing assistance through third-party lenders

All operations will take place **inside the building**, and the property will be maintained in a clean, organized, and professional manner to ensure compatibility with the surrounding area.

Prospective Dealership Tenant

The dealership portion of the business will operate in conjunction with the auto body and paint services. The dealership will specialize in **pre-owned vehicles that have been properly inspected and prepared for sale**. Vehicles will be displayed on the property in designated parking areas.

The dealership will operate **Monday- Saturday 9:00am-6:pm and Sunday: CLOSED** during the and will be staffed by a sales associate and the business manager. The combination of repair services and vehicle sales allows the business to provide complete automotive services to customers, including repair, restoration, and vehicle replacement when needed.

EXHIBIT I
Response to Standards for Special Use

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.

The proposed use will not endanger public health, safety, or welfare. The proposed auto body repair, paint facility, and used vehicle dealership will operate in accordance with all local, state, and federal regulations. All automotive repair and paint work will occur inside the building using proper equipment and ventilation systems. Automotive fluids and waste materials will be handled and disposed of through licensed recycling or disposal services. These measures will ensure safe operations and protection of public health and safety.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

The proposed use will not be injurious to the use and enjoyment of other property in the surrounding area. The business will operate during standard daytime business hours and will maintain a clean and organized property. All major repair and painting activities will occur inside the building to minimize noise and visual impact. Vehicle parking and storage will be managed on-site to prevent congestion and maintain an orderly appearance. These practices will ensure the business remains compatible with surrounding properties.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The proposed use will not impede the normal and orderly development of surrounding property. The proposed business is consistent with automotive-related commercial uses commonly found in similar commercial areas. The project will maintain the property in good condition and will not interfere with the development or use of nearby properties.

4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

Adequate utilities, access roads, drainage, and other facilities are available.

The property has access to existing roads, utilities, and infrastructure necessary to support the proposed business operations. Customer and employee parking will be provided on-site, and vehicle access to the property will utilize existing driveways and traffic patterns

5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Adequate measures have been taken to provide safe and efficient ingress and egress for the proposed auto body shop and car dealership while minimizing traffic congestion on public streets. The site has established driveways connecting directly to public roadways, designed to accommodate both customer vehicles and service traffic.

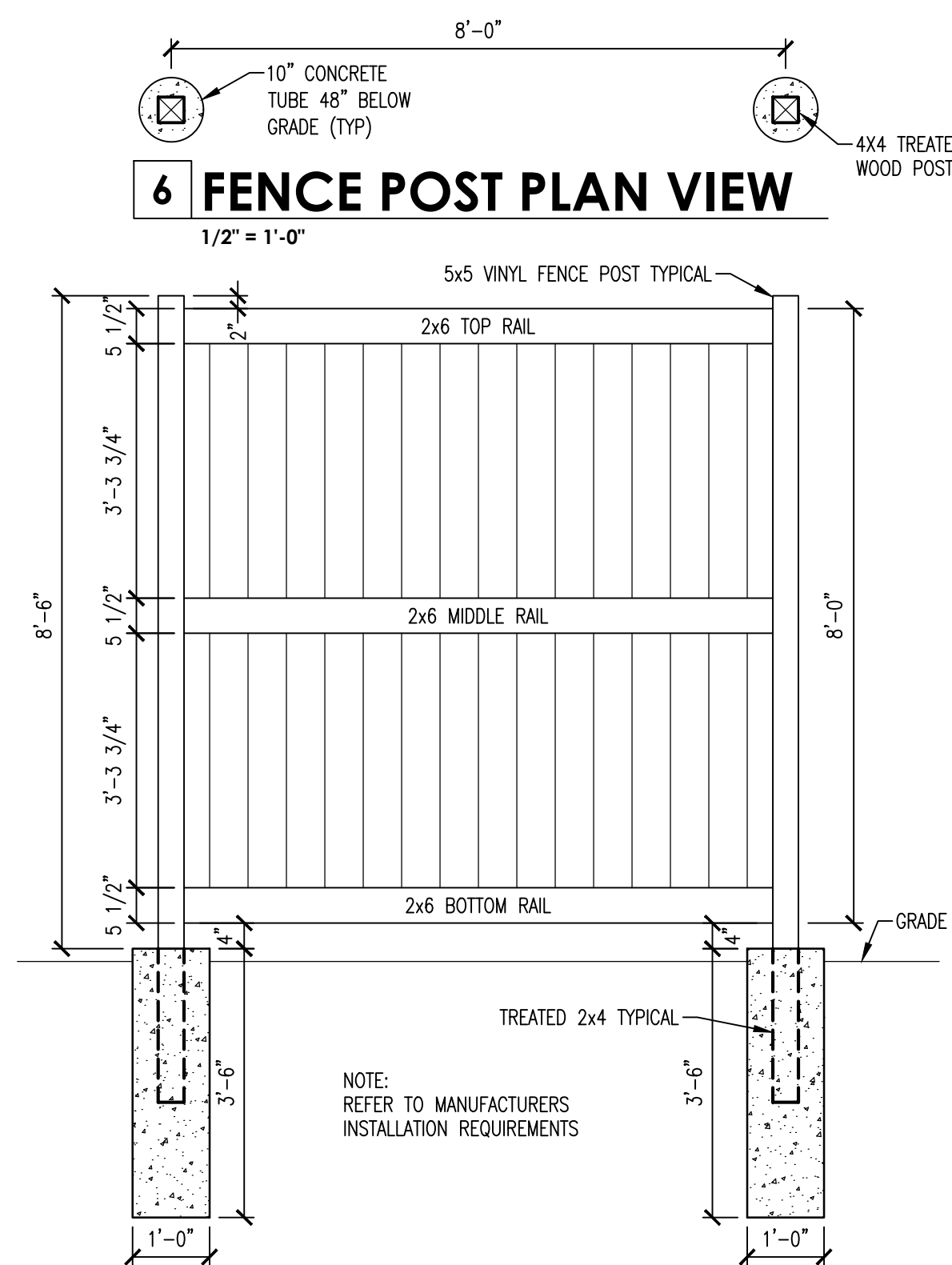
On-site circulation and parking areas are configured to allow smooth entry and exit, reducing the potential for queuing or spillover onto adjacent streets. Vehicle display areas and service bays are arranged to keep operations organized and prevent conflicts between incoming and outgoing traffic. Additionally, any necessary site improvements will be implemented in accordance with City requirements to ensure traffic flows safely and efficiently. These measures will help maintain the functionality of surrounding streets while supporting the operation of the auto body shop and car dealership.

6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

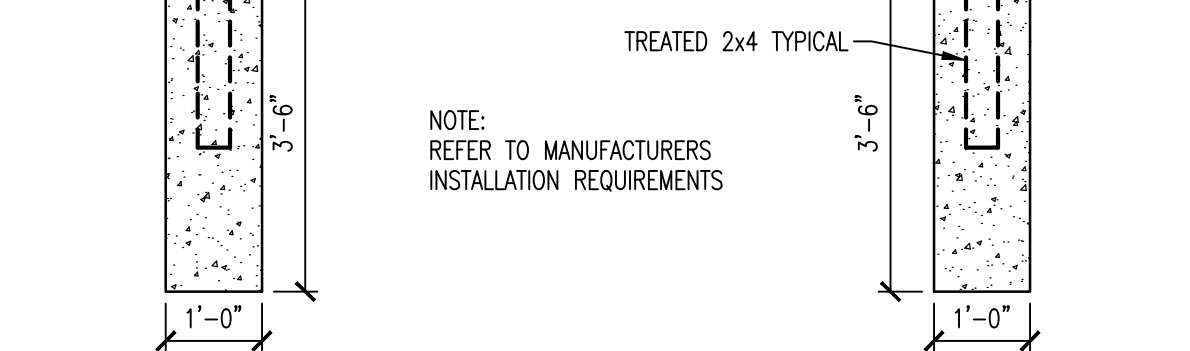
The proposed use will be consistent with the intent of the zoning regulations and comprehensive planning goals of the city. The project will provide valuable automotive services and employment opportunities to the local community. The business will maintain professional operations, comply with city regulations, and contribute positively to the commercial activity within Crest Hill.

EXHIBIT J

6 FENCE POST PLAN VIEW

$$1/2'' = 1'-0''$$


4 FENCE DETAIL (INSIDE VIEW)

$$1/2'' = 1'-0''$$


PROPOSED SITE LANDSCAPE PLAN

SCALE : 1/16" = 1'-0"



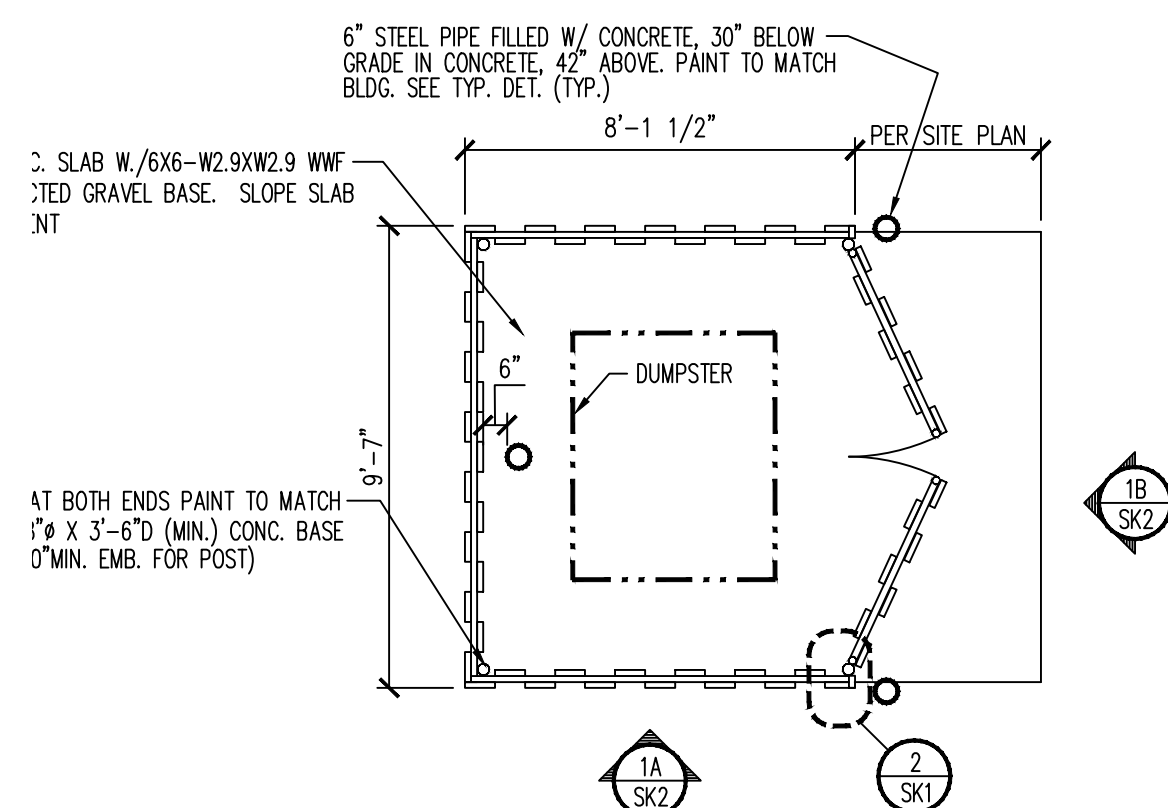
1 SITE PLAN - DEMOLITION

SCALE : 1/16" = 1'-0"



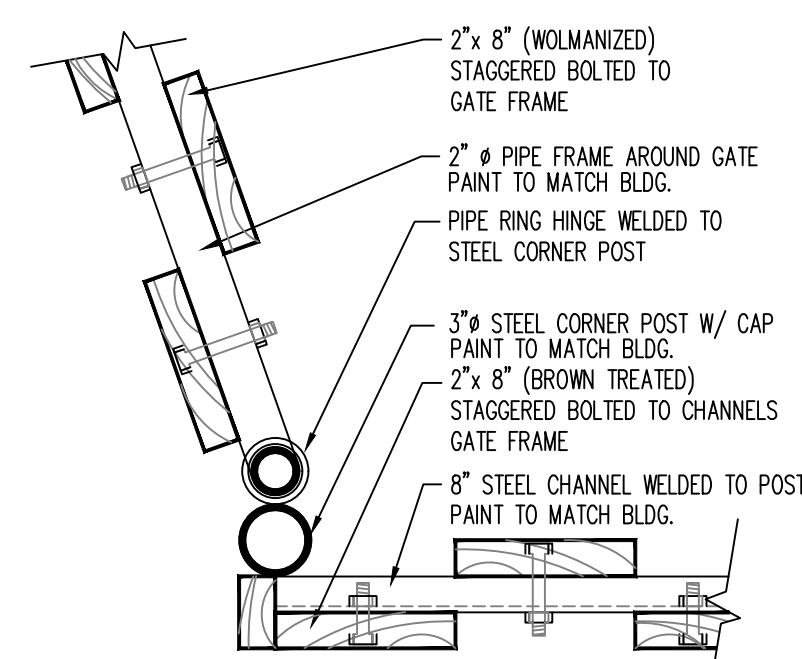
5 TRASH ENCLOSURE PLAN

SCALE : 1/8" = 1'-0"



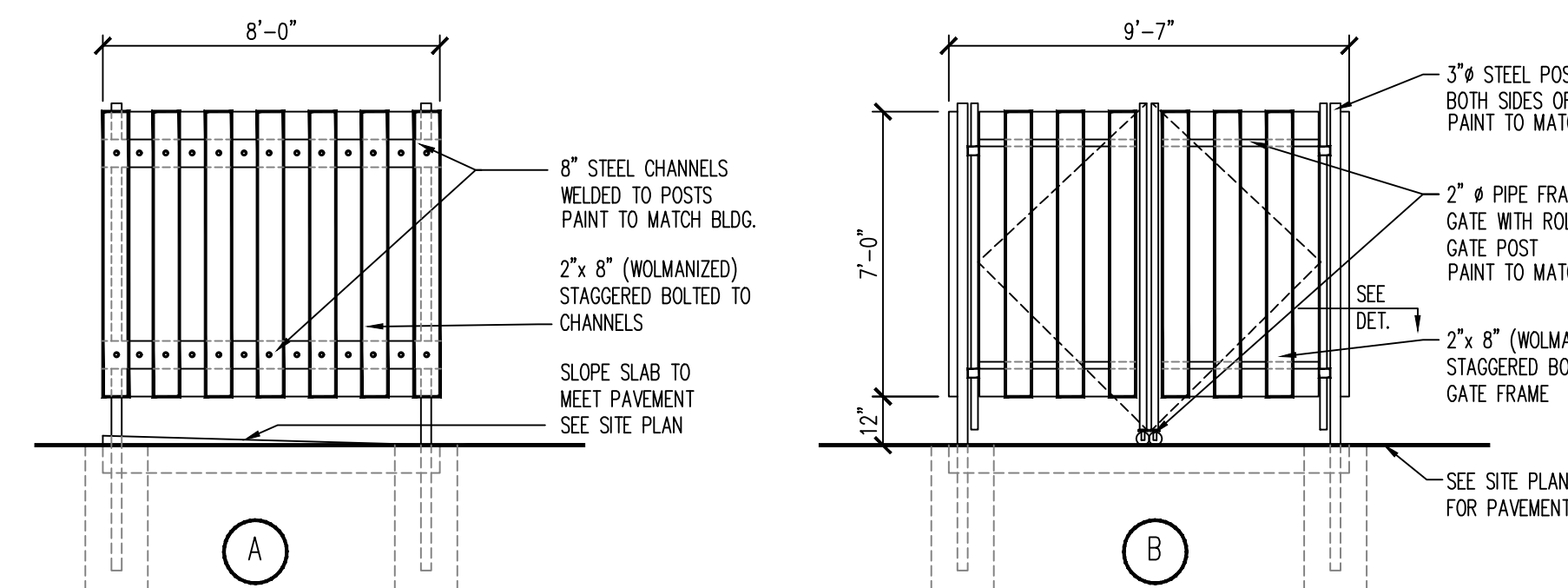
TRASH ENCLOSURE DETAIL

SCALE : 1/8" = 1'-0"



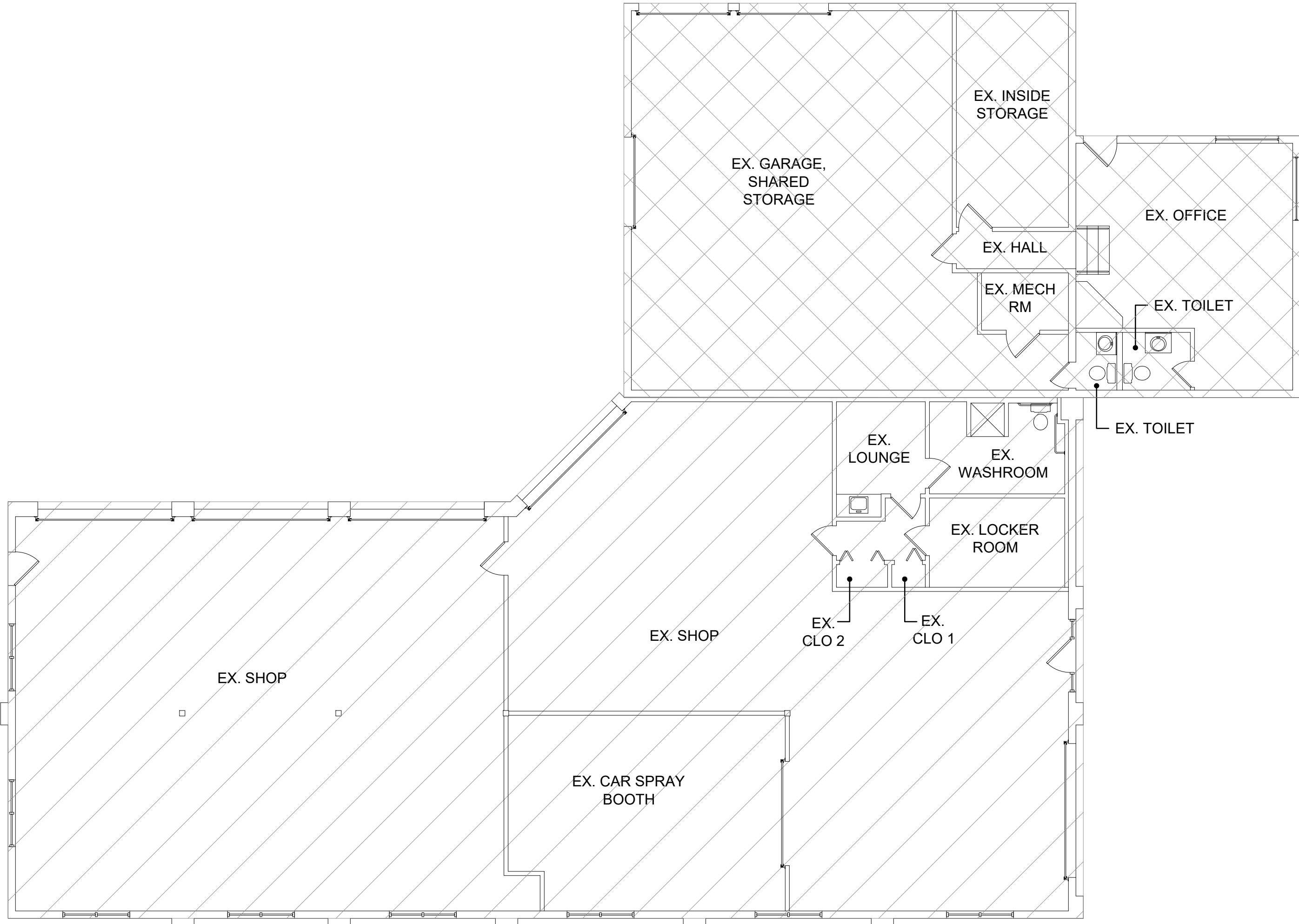
6 TRASH ENCLOSURE ELEVATIONS

SCALE : 1/8" = 1'-0"



SITE DATA			
DESCRIPTION	EXISTING	PROPOSED	TOTAL
TOTAL LOT AREA	20,574.2 SQ FT	20,574.2 SQ FT	
BUILDING FOOTPRINT	1,978.1 SQ FT	3,964 SQ FT	5,942.9 SQ FT
BUILDING HEIGHT	---	18.0 FT	
LOT COVERAGE	---	15,312 FT	
PARKING	---	14 STALLS	
NORTH SETBACK	50.0 FT	96.7 FT	
SOUTH SETBACK	56.7 FT	10.0 FT	
WEST SETBACK	75.3 FT	20.0 FT	
EAST SETBACK	73.7 FT	24.0 FT	

LANDSCAPE LEGEND			
SYMBOL	ABBREVIATION	SIZE	DESCRIPTION
	NORWAY MAPLE	2 1/2" (DIA)	QUANTITY AS SHOWN ON PLAN
	NORWAY MAPLE	4" HEIGHT	QUANTITY AS SHOWN ON PLAN
	DAYLILY	16" HEIGHT	QUANTITY AS SHOWN ON PLAN
	MINIATURE ROSE	8" HEIGHT	QUANTITY AS SHOWN ON PLAN



1 EXISTING FLOOR PLAN
SCALE : 1/8" = 1'-0"



FAVA AUTO BODY LLC AT:

Enrique Castel Architect
10368 CENTRAL PARK BLVD. HUNTLEY, IL 60142.
P 224-253-8027. ENCAST@COMCAST.NET

Crest Hill, IL 60403
1923 Broadway St.

Revisions / Submissions		Revisions / Submissions	
No.	Date	No.	Date
1	02.16.26		
VILLAGE REVIEW			
ENC			
DATE: 01.15.26			
PROJECT NO: 2025-052			
SCALE: AS NOTED			
DRAWING NO:			

A2



Work Session Memo

Crest Hill, IL

Meeting Date: April 27, 2026

Submitter: Daniel Ritter, AICP, Community Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Department: Community Development

Agenda Item: Plan Commission recommendation on application of Jorge Cruz for a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility (Case # SU-26-3-4-1), and Variations request from Crest Hill Code of Ordinances-Sign Code for an existing on-premises free-standing sign (Case # V-26-3-4-1) with respect to real property located at 905 Theodore Street in Crest Hill, Illinois

Summary:

Jorge Cruz (the "Applicant") is looking to purchase, renovate, and reoccupy an existing vacant commercial property (formerly known as Crest Hill Bowling Lanes and Keglers Pub) located at 905 Theodore Street, which has been vacant since 2020. Jorge Cruz and his family have been Crest Hill residents since 2005 and have been operating their business in a small space in Hillcrest Shopping Center in the City for several years. The Applicant has requested approval of a Special Use permit for an Indoor Recreational and Entertainment (Soccer), and Variations request from the Crest Hill Code of Ordinances-Sign Code for an existing on-premises free-standing sign.

Play Time Soccer will operate as an indoor soccer sports facility designed to provide athletic training, recreational leagues, youth development programming, and community-based sporting events. The facility will accommodate individuals, teams, and organized programs for various age groups and skill levels, with a focus on promoting health, physical activity, and youth engagement. The property will also include a restaurant that will serve food and beverages to athletes, families, visitors, and members of the general public. The restaurant will operate as a separate but complementary use to the sports facility while remaining open to the public daily. The restaurant will operate as an American-style bar and grill, offering freshly prepared food made from scratch, and sports nutrition-friendly items.

Overall, the project represents the adaptive reuse of a vacant commercial building, which will replace underutilized and blighted conditions associated with prolonged vacancy with an active, well-maintained, supervised use that contributes positively to the neighborhood. The facility will maintain the existing building footprint and site layout, ensuring that it does not constrain future development patterns or infrastructure improvements in the area. As an indoor recreational use, it is comparable in intensity to other permitted commercial uses in the B-2 Zoning District and along Theodore Street, which has predominantly commercial uses. Furthermore, the activation of a currently vacant site is

expected to support continued reinvestment in the neighborhood by increasing activity, improving property maintenance, and enhancing the overall economic vitality of the neighborhood.

Figure 1: Location Map of 905 Theodore Street (the Subject Property)



The Plan Commission conducted the required public hearing for this application at its April 9, 2026, meeting and unanimously recommended approval of the requested Special Use permit for an Indoor Recreational and Entertainment (Soccer), and Variations request from Crest Hill Code of Ordinances-Sign Code for an existing on-premises free-standing sign, subject to the six (6) conditions referenced in the Staff Report. A copy of the draft approval Ordinance is included with the agenda backup materials for this item.

The Plan Commission did engage in substantial questions about the hours of operation of the recreational use in comparison to the liquor license for the restaurant. The Plan Commission generally agreed to defer any time restriction on the liquor license to the Liquor Commissioner and the City Council.

Council Action Requested: Direction to include the draft approval Ordinance for a Special Use Permit for an Indoor Recreational and Entertainment (Soccer), and Variations request from the Crest Hill Code of Ordinances-Sign Code on the May 4, 2026, Regular City Council Agenda for final consideration.

Attachments:

- Attachment A – April 9, 2026, Plan Commission Meeting Minutes
- Attachment B – An Ordinance Approving a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from the Crest Hill Code of Ordinances-Sign Code with Respect to Certain Real Property Located at 905 Theodore Street in Crest Hill, Illinois - Application of Jorge Cruz (with associated Exhibits)

MINUTES OF THE CREST HILL PLAN COMMISSION

The April 9, 2026, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Gordon Butler, Commissioner Jeff Peterson, and Commissioner John Stanton.

Also present were: City Planner Atefa Ghaznawi, Community & Economic Development Consultant Ron Mentzer, and Administrative Clerk Linda Riha.

Absent were: Commissioner Marty Flynn.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Plan Commission meeting held on March 12, 2026, for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the minutes from the Plan Commission meeting held on March 12, 2026.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Slabozeski.

ABSENT: Commissioner Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented the Public Hearing and Consideration of petitions SU-26-4-4-2, and V-26-4-4-2, requests of Francisco Martinez Trejo for an amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting business located on the 20,575 sq-ft, B-3 Business Service District zoned property located at 1923 N Broadway St, Crest Hill.

Chairman Thomas asked if the paperwork was in order. City Planner Atefa Ghaznawi stated that the necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing for Case numbers SU-26-4-4-2 and V-26-4-4-2.

(#2) Motion by Commissioner Carroll seconded by Commissioner Peterson, to open a public hearing case numbers SU-26-4-4-2 and V-26-4-4-2.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Stanton, Butler, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:04 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case.

City Planner Atefa Ghaznawi presented the case, explaining that Francisco Martinez Trejo owns the property at 1923 North Broadway Street and is seeking to amend and expand his existing 2009 special use permit. The proposal includes changing the auto repair business to include auto repair and painting, continuing the automobile sales business, and seeking relief from parking requirements for both businesses. The business will provide automotive repair, refinishing, and vehicle sales services to the community, with the sales business specializing in pre-owned vehicles that have been inspected and prepared for sale.

The variation request addresses unique circumstances where strict parking adherence would reduce functional space for vehicle display and service operations, creating economic hardship. Staff recommended approval subject to ten conditions including restricted vehicle display areas, limited hours of operation (Monday-Friday 9 AM to 7 PM, Saturday 9 AM to 6 PM, and Sunday closed for auto repair/painting business; Monday-Saturday 9 AM to 6 PM and Sunday closed for auto sales/leasing business), and no outside vehicle repair.

City Planner Atefa Ghaznawi asked Francisco Martinez Trejo to come forward and present his case. Chairman Bill Thomas asked the representatives to sign in at the podium and raise their right hands to get sworn in.

Francisco Martinez Trejo appeared with his translator/friend, Ms. Flor Fuentes, who explained that Mr. Martinez has a family of four children and his wife, and this business is his only means of providing income for his family. He has invested all of his savings into purchasing the property two years ago and has been working for a year to obtain proper licenses. Ms. Fuentes emphasized Mr. Martinez's commitment to working with the city to meet all requirements and his desire to contribute revenue to Crest Hill while improving the property's appearance.

Chairman Bill Thomas asked Mr. Martinez how long he's been operating the business in its current location. Mr. Martinez stated that he bought the business two years ago and worked as a mechanic there. He wanted to add automobile painting but needed to have a Special Use/license through the City.

Commissioner Jeff Peterson inquired about Mr. Martinez's capabilities, learning he can perform all the work himself but plans to hire employees as the business grows. When asked about the car sales component, Ms. Fuentes explained the property previously operated as a car dealership and auto repair, and Mr. Martinez plans to rent dealership space to help pay off the property.

Chairman Thomas expressed support for the business expansion and particularly praised the proposed improvements to clean up the property perimeter, noting the area of Broadway Street needed beautification. Ms. Fuentes confirmed the property already looks much better than when Mr. Martinez purchased it, as it previously had junk cars, a lot of garbage, and even a mobile home in the parking lot.

Chairman Thomas asked for a motion to close the public hearing.

(#3) Motion by Commissioner Butler seconded by Commissioner Slabozeski, to close the public hearing for petitions SU-26-4-4-2 and V-26-4-4-2.

On roll call, the vote was:

AYES: Commissioners Butler, Slabozeski, Stanton, Peterson, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:18 p.m.

Chairman Thomas asked the applicant if he agreed to the ten (10) conditions previously discussed with him by the City Staff. The applicant stated that he agreed.

Chairman Bill Thomas asked for a motion to approve the requests of Francisco Martinez Trejo seeking approval for an amended Special Use permit and Variations for his automobile sales and/or leasing business and his Automobile Body Repairing/Painting business, contingent on the 10 conditions just discussed.

(#4) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to recommend to the City Council the conditional approval of the petitions SU-26-4-4-2, and V-26-4-4-2, requests of Francisco Martinez Trejo for an amended Special Use for an Automobile Sales and/or Leasing business and an Automobile Body Repairing/Painting business, and Variations from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing business and Automobile Body Repairing/Painting business located on the 20,575 sq-ft, B-3 Business Service District zoned property located at 1923 N Broadway St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Peterson, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Plan Commission unanimously recommends City's Council's conditional approval of the amended Special Use for an Automobile Sales and/or Leasing Business and an Automobile Body Repairing/Painting Business; and Variations request from Section 11.8 Schedule of Parking Requirements of the Crest Hill Zoning Ordinance to decrease required parking spaces for both Automobile Sales and/or Leasing Business and Automobile Body Repairing/Painting Business,

subject to the project being implemented in substantial conformance with the ten (10) conditions for approval and application documents referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-4-4-2, and Case # V-26-4-4-2.

Chairman Thomas announced that this recommendation will be forwarded to the City Council and to keep in mind that the Plan Commission is a recommendation body only. He informed Mr. Martinez that the recommendation would go to city council with a workshop on April 27th, 2026, and final vote at the May 4th, 2026, City Council meeting.

Chairman Thomas thanked Mr. Martinez Trejo for his efforts in improving this stretch of Broadway Street and wished him much success with his expanded business ventures.

Chairman Bill Thomas presented the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

Chairman Thomas asked if the paperwork was in order. City Planner Atefa Ghaznawi stated that the necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing for Case numbers SU-26-3-4-1 and V-26-3-4-1.

(#5) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to open a Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Carroll, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:24 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case. City Planner Atefa Ghaznawi explained that Jorge Cruz seeks to purchase, renovate, and reoccupy the vacant former Crest Hill Bowling Lanes at 905 Theodore Street, which has been vacant since 2020. Cruz and his family have been Crest Hill residents since 2005 and have been operating their business in a small space in Hillcrest Shopping Center for several years. The proposal includes an indoor soccer sports facility with training, recreational leagues, youth development programming, and community sporting events, plus a restaurant serving American-style bar and grill food to athletes, families, and the general public.

Proposed site improvements include repairing and replacing fencing, installing new landscaping, repaving and restriping parking lots, adding landscaping islands and lighting repairs, repairing the building's awnings, and updating the ground sign with a modern design. City Planner Ghaznawi emphasized this represents adaptive reuse of a vacant commercial building, replacing blighted conditions with an active, well-maintained use that contributes positively to the neighborhood.

The variation request for the existing freestanding sign would allow adequate business visibility without altering the neighborhood's essential character. Staff recommended approval of the requested petitions subject to six conditions including completion of all improvements prior to occupancy, operating hours of Monday-Sunday 9 AM to midnight for the soccer facility and 7 AM to 11 PM for the restaurant, maximum occupancy of 200 people (including employees, players, customers, etc.), prohibition of banquet hall or convention center use, and compliance with Chapter 9.72 Curfews Applicable to Minors of the City of Crest Hill Code of Ordinances.

City Planner Atefa Ghaznawi asked Jorge Cruz to come forward and present his case. Chairman Bill Thomas asked the representatives to sign in at the podium and raise their right hands to get sworn in.

Jorge Cruz testified that he has been a Crest Hill resident since 2005, his father opened the soccer facility at Hillcrest Center in 2010, and after years of seeking expansion space, they found this location in 2024. The facility will accommodate two regular-sized indoor soccer fields, including appropriate flooring, field markings, safety netting, and spectator viewing areas as needed; include a concession stand for players, and feature a restaurant run by Mr. Cruz (who has restaurant experience) and his brother while his father, mother, and sister operate the soccer training and leagues.

Mr. Cruz explained the layout includes two soccer fields separated from the restaurant by a wall with doors, and netting separating the fields from a concession area. He confirmed alcohol would be retained in the restaurant area only and would not be allowed on the soccer fields, with appropriate signage posted.

Chairman Thomas questioned seating arrangements for spectators, learning there would be bench areas for fans and standing room around the fields with protective netting. When Chairman Thomas expressed concern about the midnight closing hour, Mr. Cruz explained their current location operates 2 PM to 11 PM or midnight, with late hours serving people who get off work late and use the facility for exercise. The representative Omar Tahrani offered to amend the hours for the indoor soccer facility to 11 PM initially and potentially request extension later if needed.

Commissioner Carroll asked about restaurant capacity, with Mr. Cruz estimating 10-15 people per hour from soccer activities might visit the restaurant. Commissioner Peterson received confirmation that the restaurant would be open to the general public, not just soccer participants. Commissioner Slabozeski asked Mr. Cruz if the restaurant would be open for breakfast, lunch and dinner. Mr. Cruz stated that the restaurant is going to serve breakfast and coffee in the morning during the slow times to get things going and also open for lunch and dinner. Chairman Thomas inquired about potential monitors in the restaurant to view the soccer fields, which Mr. Cruz confirmed was planned as a live stream system. Commissioner Butler asked about potential staffing counts. Regarding staffing, the project narrative indicated 10-15 employees for the soccer facility and 6-10 for the restaurant.

Two residents testified during public comments. Robin Phelps, a 60-year resident living near the bowling alley, expressed support for the concept but concerned about midnight hours and the bar component. She recalled problems with the previous bar at the former bowling alley including loud noise, broken bottles, and disturbances, requiring residents to clean up debris. Both Ms. Phelps and other resident present, Carrie Polus, worried about similar issues with people drinking and walking home from the new establishment.

Community & Economic Development Consultant Ron Mentzer provided important context about liquor licensing, explaining he had participated in meetings with Mr. Cruz, his father, and Mayor Ray Soliman (the City's Liquor Commissioner). Consultant Mentzer clarified this would be a restaurant liquor license allowing alcohol service with food, not a bar license for extended drinking. Mayor Soliman was clear that he would only support a restaurant license, meaning customers couldn't simply spend time together drinking for hours but would need to order food. Consultant Mentzer noted Mayor Soliman is very hands-on as the Liquor Commissioner, sets clear expectations, calls in license holders when issues arise, and isn't afraid to revoke licenses when necessary. He emphasized that the family has significant self-interest in maintaining compliance to protect their substantial investment.

Commissioner Stanton inquired about the hours of both the soccer facility and the restaurant. City Planner Atefa Ghaznawi stated that the indoor soccer facility's hours are Monday-Sunday 9 AM to midnight and the restaurant hours are Monday-Sunday 7 AM to 11 PM. Commissioner Stanton then asked if the restaurant would need to be opened after 9:00-10:00PM. The representatives stated that there are people who come to play soccer or work out right from work and might need to eat afterward. Residents Ms. Phelps and Ms. Polus added that they think the idea and concept of an indoor soccer facility is a wonderful idea but still have concerns about the bar aspect of the facility falling into the past problems of the former bowling alley with disturbances and broken bottles. Mr. Cruz stressed that he thought that a bowling alley clientele and a soccer facility clientele are quite different and hoped there weren't any of the past issues that arise. He also mentioned that his family is very hands-on with the business.

Commissioner Slabozeski asked when Mr. Cruz planned to open the business. Mr. Cruz stated that once the work was done as stated in the agreement. He hoped that he could get a rush team in there to get it done and open by July or August 2026. He stated that he wanted to be ready to go for the winter soccer season.

Chairman Thomas asked for a motion to close the public hearing for cases SU-26-3-4-1 and V-26-3-4-1.

(#6) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Stanton, Butler, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:58 p.m.

Chairman Thomas expressed concern about the “sports bar” signage after extensive discussion about it not being a bar, suggesting alternatives like “sports restaurant” or “Corner Kick Lounge.” He strongly preferred limiting both soccer facility and restaurant hours to 11 PM rather than midnight, offering to support future hour extensions if the business proved successful and problem-free.

Commissioner Peterson favored leaving the hours as requested, noting that restrictions based on potential drunk patrons seemed unfair since problematic drinking could occur elsewhere regardless.

Commissioner Stanton preferred some alcohol service time restrictions, suggesting alcohol service end earlier than food service to maintain control, stopping alcohol at 8 PM while allowing food service until 11 PM or midnight.

Commissioner Carroll supported matching restaurant and soccer facility hours so families would leave together when activities ended and inquired about managing unruly customers. Mr. Cruz assured Commissioners they would be hands-on in monitoring patrons and preventing over-service.

Commissioner Slabozeski suggested simply monitoring the situation as proposed. She also inquired about whether there will be security cameras inside and outside. Mr. Cruz answered that there will be a security system inside and outside of the facility.

Commissioner Butler stated that he had no problem with keeping the operating hours as proposed with proper monitoring.

Consultant Mentzer added that businesses serving alcohol must obtain dram shop insurance requiring mandatory training for staff on monitoring customers and overseeing unruly situations. He noted police departments prefer to be called for any issues rather than having business owners manage problems themselves, creating a partnership approach to prevention. Consultant Mentzer also explained that the City Council had recently modified liquor control provisions to expand restaurant alcohol service hours to midnight to compete with national chains like Chili's, Applebee's, and Olive Garden which typically serve until 11 PM or midnight on weekends. The previous 10 PM limit had been a factor in difficulty attracting such competitive businesses to Crest Hill.

Commissioner Stanton thanked Consultant Mentzer for the added information about the modified liquor control provisions and being in competition with the national chains. He stated that it made sense to him.

After discussion, the Commission took an informal straw vote showing 4-2 support for keeping the proposed hours unchanged. Chairman Thomas noted he would forward the discussion details to the City Council for their final determination on operating hours.

Chairman Bill Thomas asked for a motion to approve the requests of Jorge Cruz seeking approval for a Special Use and Variation for an Indoor Recreational and Entertainment (Soccer) Facility, contingent on the 6 conditions just discussed.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to recommend to the City Council the conditional approval of the Public Hearing and Consideration of petitions SU-26-3-4-1, and V-26-3-4-1, requests of Jorge Cruz for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, located on the 2.23 acres, B-2 General Business District zoned property located at 905 Theodore St, Crest Hill..

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Stanton, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

Chairman Thomas stated the Plan Commission unanimously recommends City Council's conditional approval of the Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, subject to the project being implemented in substantial conformance with the six (6) conditions for approval and application documents

referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-3-4-1, and Case # V-26-3-4-1.

Chairman Thomas announced that this recommendation will be forwarded to the City Council and to keep in mind that the Plan Commission is a recommendation body only. The City Council will hear about this case during the April 27th, 2026, Work Session Meeting and the May 4th, 2026, City Council meeting for formal vote.

Chairman Bill Thomas then thanked Mr. Cruz for having the vision to repurpose an existing commercial property that has been vacant for six years and to further expand his indoor soccer sports training facility in the City of Crest Hill. He wished Mr. Cruz and his family much success with both the new soccer facility and the restaurant associated with it.

OTHER BUSINESS: There was no other business.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#8) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to adjourn the April 9, 2026, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Stanton, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 8:18 p.m.

As approved this _____ day of _____, 2026.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

ORDINANCE NO. _____**AN ORDINANCE APPROVING A SPECIAL USE FOR AN INDOOR RECREATIONAL AND ENTERTAINMENT (SOCCER) FACILITY, AND VARIATIONS FROM THE CREST HILL CODE OF ORDINANCES-SIGN CODE WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED AT 905 THEODORE STREET IN CREST HILL, ILLINOIS (APPLICATION OF JORGE CRUZ)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to vary the application of its local zoning requirements “in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that Special Use and Variation requests shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City has enacted procedures, requirements, and standards for Special Use in Section 12.7-6 of the Crest Hill Zoning Ordinance; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for Variations from its zoning requirements in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, Jorge Cruz (the “Applicant”) entered into a real estate contract to purchase the real property located at 905 Theodore Street in the City of Crest Hill, Illinois, bearing PIN 11-04-32-419-001-0000 which is legally described in Exhibit 1 of the attached Exhibit A (the “Property”), and has filed an application requesting approval of a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from the Crest Hill Code of Ordinances-Sign Code for an existing on-premises free-standing sign (the “Application”). The owner of the Property has signed off and consented to the filing of the Application; and

WHEREAS, the Crest Hill Plan Commission, after proper notice thereof given, conducted a public hearing on the Application on April 9, 2026; and

WHEREAS, based on the evidence presented at the public hearing and upon making the following findings, which are more fully detailed in the Findings and Decision attached hereto as Exhibit A, the Plan Commission recommended unanimous but conditional approval of the requested Special Use, and Variations outlined in Exhibit 2 of attached Exhibit A at its April 9, 2026, meeting:

- A. The Special Use, and Variations are in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The establishment, maintenance, or operation of the Special Use will not be detrimental to or endanger the public health, safety, or general welfare, and the Special Use will

not be injurious to the use and enjoyment of other properties in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood; and

- C. The plight of the Applicant is due to unique circumstances and thus strict enforcement of the Crest Hill Zoning Ordinance and Crest Hill Code of Ordinances-Sign Code would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- D. The Property cannot yield a reasonable return for the proposed commercial uses if permitted to be used only under the conditions allowed by the Zoning Ordinance; and
- E. The Special Use, and Variations, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent properties; and

WHEREAS, the Plan Commission's recommendation to approve the Special Use, and Variations listed in Exhibit 2 of attached Exhibit A was made subject to the project being implemented in substantial conformance with the six (6) conditions for approval and the application documents referenced in the April 9, 2026, Community Development Department Staff Report attached hereto as Exhibit 3 of attached Exhibit A (the "Staff Report"); and

WHEREAS, the City Council has examined the April 9, 2026, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the Applicant in a regularly scheduled open meeting; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the Application be granted subject to the project being implemented in substantial conformance with the six (6) conditions for approval and application documents referenced in the Staff Report; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the Findings and Decision of the Plan Commission, attached hereto and incorporated by reference herein as Exhibit A, as the findings and decision of the City Council in relation to the Application.

SECTION 3: The Special Use and requested Variations listed in Exhibit 2 of the attached Exhibit A are hereby granted and approved subject to the project being implemented in substantial conformance with the following six (6) conditions for approval and application documents referenced in the April 9, 2026, Community Development Staff Report for Plan Commission Case #SU-26-3-4-1, and Case #V-26-3-4-1:

1. The following items shall be indicated on the permit and completed prior to occupancy of the business:
 - i. All proposed interior improvements shall be completed and in compliance with all building and fire code requirements.
 - ii. East parking lot shall be milled, resurfaced, and striped according to the plan, along with new end islands per the approved plan. The west parking lot shall be restriped with new end islands installed per the approved plan.
 - iii. Existing fence on the north side of the east parking lot, bordering the residential properties, shall be repaired/replaced wherever worn or damaged. A 6-foot solid fence shall be required for the entirety of the special use.
2. Hours of operation for the indoor soccer facility shall be limited to Monday – Sunday: 9:00 AM – 12:00 AM.
3. Hours of operation for the restaurant shall be limited to Monday – Sunday: 7:00 AM – 11:00 PM.
4. Total occupancy for the entire facility shall be limited to no more than 200 people.
5. The Subject Property shall not be used as a banquet hall, convention center, or for any other special ticketed events. A separate Special Use permit shall be required for a change of use to expand the capacity of the venue, or to have any other events other than recreational indoor soccer.
6. The proposed indoor soccer facility and restaurant shall comply with Chapter 9.72 Curfews Applicable to Minors of the City of Crest Hill Code of Ordinances.

SECTION 4: This Ordinance shall become effective only upon the Applicant closing on the real estate contract and becoming the legal owner of the property, and then executing and submitting to the City the Unconditional Agreement and Consent attached hereto as Exhibit 4 of the attached Exhibit A, within 60 days of the passage of this Ordinance. In the event that the Unconditional Agreement and Consent is not executed within 60 days, this Ordinance shall have no force and effect and shall be subject to repeal by the City Council without further notice or hearing due to the Applicant.

SECTION 5: The City Clerk is hereby authorized and directed to record a copy of this Ordinance against the Subject Property, and further to annotate the Special Use permit granted hereby on the Crest Hill Official Zoning Map.

SECTION 6: This Ordinance shall take effect upon its passage according to law.

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PASSED THIS 4TH DAY OF MAY, 2026

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF MAY, 2026.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-26-3-4-1, AND CASE NO. V-26-3-4-1
APPLICATION OF JORGE CRUZ FOR A SPECIAL USE PERMIT FOR AN INDOOR
RECREATIONAL AND ENTERTAINMENT (SOCCER) FACILITY, AND VARIATIONS
FROM THE CREST HILL CODE OF ORDINANCES-SIGN CODE AT PROPERTY LOCATED
AS 905 THEODORE STREET IN THE CITY OF CREST HILL, ILLINOIS.**

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on April 9, 2026, being fully advised on the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, Jorge Cruz entered into a real estate contract to purchase the real property located at 905 Theodore Street in the City of Crest Hill, Illinois, bearing PIN 11-04-32-419-001-0000, and the owner of the Property has consented in writing to the filing of the Application;

B. That the application seeks approval of a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from the Crest Hill Code of Ordinances-Sign Code for the property described in the application, commonly known as 905 Theodore Street in Crest Hill, Illinois (the "Property"), with PIN 11-04-32-419-001-0000, which is legally described in Exhibit A-1, attached hereto and incorporated herein by reference;

C. That the Application seeks approval of Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign;

D. That the Property is zoned B-2;

E. That the Application was properly submitted and notice of the Application and the public hearing were properly made;

F. That no interested parties filed their written appearance herein;

G. That the public hearing was opened and called to order on April 9, 2026, and the applicant presented evidence and arguments in support of its application on April 9, 2026;

H. That the rules adopted by the Plan Commission for the conduct of public hearings by the Plan Commission were duly followed and observed;

I. That the proposed Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and requested Variations request as considered under section 12.7 of the Zoning

Ordinance, meets the six (6) standards for Special Use under section 12.7-6, and the three (3) standards for the granting of a Variation under Section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8) of the Zoning Ordinance;

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE, AND SIGN CODE FOR THE GRANTING OF SPECIAL USE PERMIT AND VARIATIONS AS FOLLOWS:

1. That the approval of the application of Jorge Cruz for a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations as listed in attached Exhibit A-2 for property located at 905 Theodore Street in Crest Hill, Illinois with PIN 11-04-32-419-001-0000 is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations request be granted subject to the project being implemented in substantial conformance with the following six (6) conditions for approval and application documents referenced in the April 9, 2026, Community Development Staff Report for this request, as follows:

1. The following items shall be indicated on the permit and completed prior to occupancy of the business:
 - a. All proposed interior improvements shall be completed and in compliance with all building and fire code requirements.
 - b. East parking lot shall be milled, resurfaced, and striped according to the plan, along with new end islands per the approved plan. The west parking lot shall be restriped with new end islands installed per the approved plan.
 - c. Existing fence on the north side of the east parking lot, bordering the residential properties, shall be repaired/replaced wherever worn or damaged. A 6-foot solid fence shall be required for the entirety of the Special Use.
2. Hours of operation for the indoor soccer facility shall be limited to Monday – Sunday: 9:00 AM – 12:00 AM.
3. Hours of operation for the restaurant shall be limited to Monday – Sunday: 7:00 AM – 11:00 PM.
4. Total occupancy for the entire facility shall be limited to no more than 200 people.
5. The Subject Property shall not be used as a banquet hall, convention center, or for any other special ticketed events. A separate Special Use permit shall be required for a change of use to expand the capacity of the venue, or to have any other events other than recreational indoor soccer.
6. The proposed indoor soccer facility and restaurant shall comply with Chapter 9.72 Curfews Applicable to Minors of the City of Crest Hill Code of Ordinances.

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Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 9TH Day of April, 2026
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	X			
Commissioner Ken Carroll	X			
Commissioner Cheryl Slabozeski	X			
Commissioner Gordon Butler	X			
Commissioner Marty Flynn			X	
Commissioner Jeff Peterson	X			
Commissioner John Stanton	X			

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A-1

LEGAL DESCRIPTION

PROPERTY ADDRESS: 905 THEODORE STREET, CREST HILL, IL, 60403

PERMANENT INDEX NO: 11-04-32-419-001-0000

LEGAL DESCRIPTION:

LOTS 1, 13, 335, 336 AND 337 IN UNIT NO. 1 OF RAYNOR HILLS ESTATES, A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 23, 1952, IN PLAT BOOK 27 PAGE 86, AS DOCUMENT NUMBER 715075, EXCEPT THAT PART OF LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO RAYNOR HILLS WATER COMPANY BY DEED DATED MAY 27, 1953 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 732193, IN BOOK 1432 PAGE 607, AND ALSO EXCEPTING THAT PART OF SAID LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO PRESTON HOMES, INCORPORATED BY DEED DATED AUGUST 26, 1954 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 755601, IN BOOK 1490 PAGE 399; IN WILL COUNTY, ILLINOIS

EXHIBIT A-2

905 THEODORE STREET - LIST OF REQUESTED VARIATIONS

**Crest Hill Code of Ordinances Chapter 15.12 Sign Code, Section 15.12.080 (D)(1)
Freestanding Signs in Business Districts**

(b) *Setback.* All freestanding signs must maintain a setback of not less than ten feet from the property line. *The existing sign is located three feet from the property line.*

(c)-(d) *Height and Sign Area.* The maximum allowable area for freestanding signs for lots less than 5 acres is 50 square feet, and the maximum allowable sign height is 15 feet. *The existing sign height is 21 feet, The total area for the existing sign is 89 square feet (excluding the digital sign).*

(e) *Electronic message center sign/changeable copy.* In the case of electronic message center/changeable copy signs, the electronic message/changeable copy portion of the sign shall not exceed 20 square feet and will not be counted towards the area of the sign but will be included in the overall height. *The existing digital sign area is 54 square feet.*

EXHIBIT A-3

April 9, 2026 Community Development Department Staff Report

DRAFT

EXHIBIT A-4

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois ("**City**"):

WHEREAS, JORGE CRUZ (the "**Applicant**") entered into a real estate contract to purchase the real property located at 905 Theodore Street in the City of Crest Hill, Illinois, bearing PIN 11-04-32-419-001-0000 (the "Subject Property") and has applied for and been granted a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and certain Variations from the City of Crest Hill Code of Ordinances-Sign Code; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on May 4, 2026, ("the **Ordinance**"), approved a Special Use permit for an Indoor Recreational and Entertainment (Soccer) Facility, and certain Variations from the City of Crest Hill Code of Ordinances-Sign Code, subject to six (6) conditions; and

WHEREAS, Section 4 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and subject to repeal unless and until the Owner has closed on the real estate contract and as, Owner, has also executed, within 60 days following the passage of the Ordinance, this Unconditional Agreement and Consent to accept and abide by all the terms, conditions, and limitations set forth in the Ordinance.

NOW, THEREFORE, the Owner does hereby agree, and covenant as follows:

1. The Owner hereby unconditionally agrees to, accepts, consents to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. The Owner acknowledges that all required public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understands and has considered the possibility of revocation or repeal of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agrees, covenants and warrants that it will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that the City will provide the Owner with written notice of the City's intent to Repeal or Revoke the Ordinance.

3. The Owner acknowledges and agrees that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City's granting of the Special Use permit and Variations or its passage of the Ordinance, and that the City's approvals do not, and will not, in any way be deemed to insure the Owner against damage or injury of any kind at any time.

4. The Owner hereby agrees to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any

permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.

5. The undersigned is an authorized representative of the Owner duly authorized and empowered to execute this Unconditional Agreement and Consent on behalf of the Owner.

[Signature page to follow]

OWNER: JORGE CRUZ

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me

this _____ day of _____, 2026.

Notary Public

DRAFT



To: Plan Commission

From: Daniel Ritter, AICP, Community Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Date: April 9, 2026

Re: 905 Theodore Street, Special Use for an Indoor Recreational and Entertainment (Soccer) Facility (Case # SU-26-3-4-1); and Variations Request from the City of Crest Hill Sign Code for an Existing On-Premises Free-Standing Sign (Case # V-26-3-4-1) (last revised 04-06-2026)

Project Details

Project:	Special Use for an Indoor Recreational and Entertainment (Soccer) Facility and Variations Request from the City of Crest Hill Sign Code for an Existing On-Premises Free-Standing Sign.
Applicant:	Jorge Cruz
Requests:	Special approvals from the City of Crest Hill Zoning Ordinance, and City Code for a Special Use for an Indoor Recreational and Entertainment (Soccer) Facility; and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign.
Location:	905 Theodore Street (the "Subject Property")

Site Details

Lot Size:	Approximately 2.23 acres
Existing Zoning:	B-2 General Business District
Existing Improvements:	Approx. 18,500 SF existing one-story commercial building, and two existing parking lots and driveways

Surrounding Zoning and Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcels	Commercial/ the old Bowling Alley	Local Commercial	B-2
North	Single-Family Detached Residence	Single-Family Detached	R-1
South	Single-Family Detached Residence (City of Joliet)	City of Joliet	R-2
East	Single-Family Detached Residence, Church, and Commercial	Single-Family Detached, Community Facilities, and Local Commercial	R-1 and B-1
West	Single-Family Detached Residence	Single-Family Detached	R-1

Exhibits

Application documents submitted by Applicant include:

1. Exhibit C – Application for Development 2026-01-14
2. Exhibit D – Legal Description 2026-03-04
3. Exhibit E – Plat of Survey 2026-03-04
4. Exhibit F – Photos of Existing Condition 2026-03-04
5. Exhibit G – List of Requested Variations 2026-03-04
6. Exhibit H – Project Narrative 2026-03-27
7. Exhibit I – Response to Standards for Special Use 2026-03-09
8. Exhibit J – Site Plan, Landscape Plan and Architectural Plans, by MTZ Architect Inc. last revised 2026-03-12
9. Exhibit K – Proposed Sign by US Sign & Electric LLC, last revised 2026-03-12

Application Background and Project Summary

Jorge Cruz (the Applicant) is looking to purchase, renovate, and reoccupy an existing vacant commercial property (formerly known as Crest Hill Bowling Lanes and Keglers Pub) located at 905 Theodore Street, which has been vacant since 2020. The Applicant is requesting approval of a Special Use Permit for Play Time Soccer, an indoor soccer sports training and recreational facility, along with a restaurant that will operate daily to serve facility participants and the surrounding community. Jorge Cruz and his family have been Crest Hill residents since 2005 and have been operating their business in a small space in Hillcrest Shopping Center (1701 N Larkin Ave, Unit 101) in the City for several years.

Play Time Soccer will operate as an indoor soccer sports facility designed to provide athletic training, recreational leagues, youth development programming, and community-based sporting events. The facility will accommodate individuals, teams, and organized programs for various age groups and skill levels, with a focus on promoting health, physical activity, and youth engagement.

Hours of operation for the Indoor Soccer Sports Facility (Play Time Soccer) will be Monday – Sunday 9:00 AM – 12:00 AM.

The property will also include a restaurant that will serve food and beverages to athletes, families, visitors, and members of the general public. The restaurant will operate as a complementary use to the sports facility while remaining open to the public daily. The restaurant will operate as an American-style bar and grill, offering freshly prepared food made from scratch. The facility also plans to offer sports nutrition-friendly items, including protein-focused meals, hydration beverages, and recovery-friendly food selections designed to support active individuals and youth athletes. Hours of operation for the Restaurant will be Monday – Sunday, 7:00 AM – 11:00 PM.

The proposed project will provide recreational opportunities for youth and adults while promoting health, fitness, and community engagement. Play Time Soccer is intended to serve as a safe, family-oriented environment for sports development, teamwork, and social interaction. The restaurant component will enhance the overall customer experience while contributing to the local economy through job creation and increased visitation to the City of Crest Hill.

Figure 1: Location Map of 905 Theodore Street (the Subject Property)



Proposed Improvements

- **Interior Improvements:** Remove the existing bowling alley lanes and associated equipment; renovate the interior space to accommodate two regulation-size indoor soccer fields, including appropriate flooring, field markings, safety netting, and spectator viewing areas as needed; and convert the existing bar area within the former bowling alley section into a concession counter for the sale of snacks and non-alcoholic beverages.
- **Exterior Improvements:** Mill, resurface, and restripe the east parking lot to improve traffic flow, safety, and overall appearance; repair and reinforce existing fencing along the east parking lot; Install new fencing and/or landscape screening along the west parking lot to minimize headlight glare impacting neighboring residences; upgrade side

and rear landscaping with refreshed plant materials and modern design elements to enhance curb appeal; update monument and building sign panels with contemporary finishes and materials; add decorative landscaping around signage to improve visibility and aesthetic appeal; replace worn and/or damaged awnings with new, updated materials and colors; sand, prime, and repaint all parking lot light poles to restore appearance and prevent corrosion; and install protective parking islands around light poles to reduce the risk of vehicle damage and improve durability.

Summary of Requested Petitions

The Applicant is seeking approval for the following petitions:

- (i) Special Use for an Indoor Recreational and Entertainment (Soccer) Facility
- (ii) Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the [Crest Hill Code of Ordinances-Sign Code](#) to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign.

Staff Analysis

Overall, the project represents the adaptive reuse of a vacant commercial building, which will replace underutilized and blighted conditions associated with prolonged vacancy with an active, well-maintained, supervised use that contributes positively to the neighborhood. The facility will maintain the existing building footprint and site layout, ensuring that it does not constrain future development patterns or infrastructure improvements in the area. As an indoor recreational use, it is comparable in intensity to other permitted commercial uses in the B-2 Zoning District and along Theodore Road, which has predominantly commercial uses. An Indoor Soccer Facility does not introduce conditions that would discourage investment of adjacent properties, and will promote further redevelopment within the area.

The indoor soccer activities will occur entirely within an enclosed structure, limiting noise and other off-site impacts. Any potential effects related to lighting, hours of operation, and customer activity will be effectively managed through their proposed business plan, limited hours of operation, and conditions for approval to ensure compatibility with adjacent residential uses. The restaurant component is a customary and complementary use that will operate in accordance with all applicable codes and regulations. The site has established access via existing public roadways, with ingress and egress points designed to safely accommodate anticipated traffic volumes, and on-site circulation and parking areas will continue to function adequately to serve patrons and employees. Additionally, the presence of a staffed, regularly occupied facility will enhance security and oversight of the property.

Site improvements are proposed that will allow the site and building to be improved and further reduce off-site impacts. This includes repairing and replacing adjacent fencing and installing new landscaping to lessen headlight glare and noise. Repaving, restriping, end islands, landscaping, and lighting repairs will enhance the look of the parking areas. The building's awning will be repaired and replaced, along with other repainting and repairs to any peeling paint or rusted areas on the building. The ground sign will be reused and refurbished to look more modern and updated, including a work LED message center.

Furthermore, the activation of a currently vacant site is expected to support continued reinvestment in the neighborhood by increasing activity, improving property maintenance, and enhancing overall marketability. The proposed use is consistent with surrounding commercial activities and is expected

to stabilize and potentially enhance nearby property values by revitalizing a vacant site and contributing to the economic vitality of the neighborhood.

The variation request for the existing on-premises free-standing sign, if granted, will not alter the essential character of the locality. The proposed sign will identify an indoor soccer facility and restaurant operating within an existing commercial building, a use compatible with surrounding commercial and residential properties, and will facilitate the practical operation of the facility. The sign's size, placement, and design are modest and in keeping with the scale of neighboring commercial signage, ensuring it does not dominate or visually disrupt the streetscape. Granting the variation request will allow adequate visibility for the business to attract patrons without changing the overall appearance or character of the neighborhood.

Staff feedback on specific aspects of the requested approvals

- **Crest Hill Code of Ordinances Chapter 15.12 Sign Code, Section 15.12.080 (D)(1) Freestanding Signs in Business Districts:**

(b) Setback. All freestanding signs must maintain a setback of not less than ten feet from the property line. *The existing sign is located three feet from the property line.*

(c)-(d) Height and Sign Area. The maximum allowable area for freestanding signs for lots less than 5 acres is 50 square feet, and the maximum allowable sign height is 15 feet. *The existing sign height is 21 feet, The total area for the existing sign is 89 square feet (excluding the digital sign).*

(e) Electronic message center sign/changeable copy. In the case of electronic message center/changeable copy signs, the electronic message/changeable copy portion of the sign shall not exceed 20 square feet and will not be counted towards the area of the sign but will be included in the overall height. *The existing digital sign area is 54 square feet.*

Staff reviewed the proposed development with respect to the applicable City regulations. The Crest Hill Zoning Ordinance classifies Indoor Recreational and Entertainment (Soccer) Facilities as Special Use in B-2 General Business District, and restaurants as permitted use in B-2 General Business District. The proposed Indoor Recreational and Entertainment (Soccer) Facility will require approval of a Special Use permit, and the above-mentioned variation(s).

Variation Approval Standards and Findings

Section 12.6-2 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with. Staff has drafted the following findings of fact identified in bold italic font. These drafted findings can be modified or changed as the Plan Commission deems fit and based on the specific findings from the public hearing.

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
The property cannot yield a reasonable return if limited to the signage requirements currently allowed by the City of Crest Hill Sign Code. The vacant commercial property, intended to be used as an indoor soccer facility, relies on sufficient visibility and clear identification to attract patrons, including families, leagues, and community members. The existing sign regulations on sign size, height, placement prevent the existing sign from adequately promoting the business and making the property marketable. Without a variation to allow appropriate use of the existing

sign, the facility would be unable to operate successfully and generate a reasonable return, as restricted signage would limit public awareness and patronage while leaving the property underutilized.

2. That the plight of the owner is due to unique circumstances.

The plight of the owner is due to unique circumstances that justify the requested variation for the existing sign. The property is a vacant commercial building that has remained unoccupied since 2020 despite efforts to lease or sell it under typical zoning conditions. Its layout, location, and orientation make it particularly challenging for standard signage to provide adequate visibility to attract patrons for an indoor soccer facility.

These unique circumstances—specifically, the need for clear identification of a recreational facility that serves families and leagues and the limitations of the existing sign under current sign regulations—create an economic and operational hardship that is not generally shared by other properties in the B-2 Zoning District. Granting the variation will allow the property to be effectively utilized while preserving the overall character of the neighborhood.

3. That the variation, if granted, will not alter the essential character of the locality.

The variation for the existing sign, if granted, will not alter the essential character of the locality. The proposed sign will identify an indoor soccer facility and restaurant operating within an existing commercial building, a use compatible with surrounding commercial and residential properties. The sign's size, placement, and design are modest and in keeping with the scale of neighboring commercial signage, ensuring it does not dominate or visually disrupt the streetscape.

Granting the variation will allow adequate visibility for the business to attract patrons without changing the overall appearance or character of the neighborhood. The use of the existing sign will facilitate the practical operation of the facility while maintaining harmony with the surrounding neighborhood.

In addition, Section 12.6-2 Standards for Variations and Section 12.7-6 Standards for Special Use of the Zoning Ordinance further suggest that the Plan Commission supplement the above standards by taking into consideration the extent to which the facts listed on Exhibit A and Exhibit B have been established by the evidence presented during the public hearing process and further support the approval of the Applicant's requests. Please refer to Exhibit I for the Applicant's response to Standards for Special Use.

Conditions of Approval (last revised 04-06-2026)

The plans submitted for building permits shall be in substantial compliance with the plans approved by the City Council and identified below, unless otherwise noted in the remaining conditions:

1. The following items shall be indicated on the permit and completed prior to occupancy of the business:
 - i. All proposed interior improvements shall be completed and in compliance with all building and fire code requirements.
 - ii. East parking lot shall be milled, resurfaced, and striped according to the plan, along with new end islands per the approved plan. The west parking lot shall be restriped with new end islands installed per the approved plan.

- iii. Existing fence on the north side of the east parking lot, bordering the residential properties, shall be repaired/replaced wherever worn or damaged. A 6-foot solid fence shall be required for the entirety of the special use.
2. Hours of operation for the indoor soccer facility shall be limited to Monday – Sunday: 9:00 AM – 12:00 AM.
3. Hours of operation for the restaurant shall be limited to Monday – Sunday: 7:00 AM – 11:00 PM.
4. Total occupancy for the entire facility shall be limited to no more than 200 people.
5. The Subject Property shall not be used as a banquet hall, convention center, or for any other special ticketed events. A separate Special Use permit shall be required for a change of use to expand the capacity of the venue, or to have any other events other than recreational indoor soccer.
6. The proposed indoor soccer facility and restaurant shall comply with Chapter 9.72 Curfews Applicable to Minors of the [City of Crest Hill Code of Ordinances](#).

Staff Recommendation

Based on the drafted findings reflected in this staff report, Staff recommend the following motion to provide a recommendation to the City Council. This motion may be amended by any Plan Commission member making the motion based upon the findings of the public hearing. Staff recommends that any motion be made in the positive form to correspond with the applicant's request to avoid confusion.

The Plan Commission recommends City Council conditional approval of the Special Use for an Indoor Recreational and Entertainment (Soccer) Facility, and Variations from Section 15.12.080 Signs in Business Districts, Chapter 15.12 of the Crest Hill Code of Ordinances-Sign Code to increase permitted sign area from 50 sq-ft to 89 sq-ft, increase permitted digital sign area from 20 sq-ft to 54 sq-ft, increase permitted sign height from 15 feet to 21 feet, and decrease the required setback from the property line from 10 feet to 3 feet for an existing on-premises free-standing sign, subject to the project being implemented in substantial conformance with the six (6) conditions for approval and application documents referenced in the April 9, 2026, Plan Commission Staff Report for petitions Case # SU-26-3-4-1, and Case # V-26-3-4-1.

EXHIBIT A**Supplemental Variation Approval Facts to Consider Per Zoning Ordinance Section 12.6-2**

1. *That the particular physical surroundings, shape, or topographical condition of the specific property involved will result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
2. *The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
3. *That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
4. *That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
5. *That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as "similar and compatible uses."*
6. *That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
7. *That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City.*
8. *That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance deprives the applicant of any reasonable use of his land. Mere loss in value shall not justify a variation; there must be a deprivation of beneficial use of land.*

EXHIBIT B**Supplemental Special Use Approval Facts to Consider Per Zoning Ordinance Section 12.7-6**

1. *That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.*
2. *That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*
3. *That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.*
4. *That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.*
5. *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.*
6. *That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.*



Exhibit C

Application for Development

For Office Use Only: Case Number: SU-26-34-1, V-26-34-1

Project Name: Playtime Indoor Soccer Facility

Owner: 905 Theodore Properties, LLC Correspondence To: Jorge Cruz

Street address: _____ Street address: _____

City, St., Zip: _____ City, St., Zip: _____

Phone: _____ Phone: [REDACTED]

Email: [REDACTED] Email: [REDACTED]

Property Address: Street address: 905 Theodore St **Property Information:** Lot Width: 520'-0"

City, St., Zip: Crest Hill, IL Lot Depth: 230'-0"

PIN: 04-32-419-001 Total Area: 2.228 Acres

*Submit an electronic version of the legal description only in a Word document to:
buildingdepartment@cityofcresthill.com

Existing Zoning: B-2 Existing Land Use: Bowling Alley - Restaurant

Requested Zoning: B-2 Proposed Land Use: Indoor Soccer Facility - Restaurant

Adjoining Properties Zoning and Uses:
North of Property: R-1 Residential

South of Property: R-2 Residential (Joliet)

East of Property: R-1 Residential

West of Property: R-1 Residential

Purpose Statement (intended use and approval sought): Indoor Soccer Facility and Restaurant

City of Crest Hill Development Handbook

Appendix C

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☒ Special Use: Indoor Soccer Facility and Restaurant

☒ Variance: Ground Sign (Existing)

☐ Planned Unit Development: _____

☐ Annexation: _____

☐ Plat: _____

☐ Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: _____ Phone: _____

Company: _____ Email: _____

☐ Contractor: _____ Phone: _____

Company: _____ Email: _____

☒ Architect: Eduardo Martinez Phone: [REDACTED]

Company: MTZ Architects, Inc. Email: [REDACTED]

☐ Builder: _____ Phone: _____

Company: _____ Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

[REDACTED]
Signature of the Applicant

01.14.26
Date

If you (the applicant) are not the owner of record, please provide the owner's signature.

[REDACTED]
Signature of the Owner

1/16/2026 | 11:19 CST
Date

EXHIBIT D

905 THEODORE STREET - LEGAL DESCRIPTION

PROPERTY ADDRESS: 905 THEODORE STREET, CREST HILL, IL, 60403

PERMANENT INDEX NO: 11-04-32-419-001-0000

LEGAL DESCRIPTION:

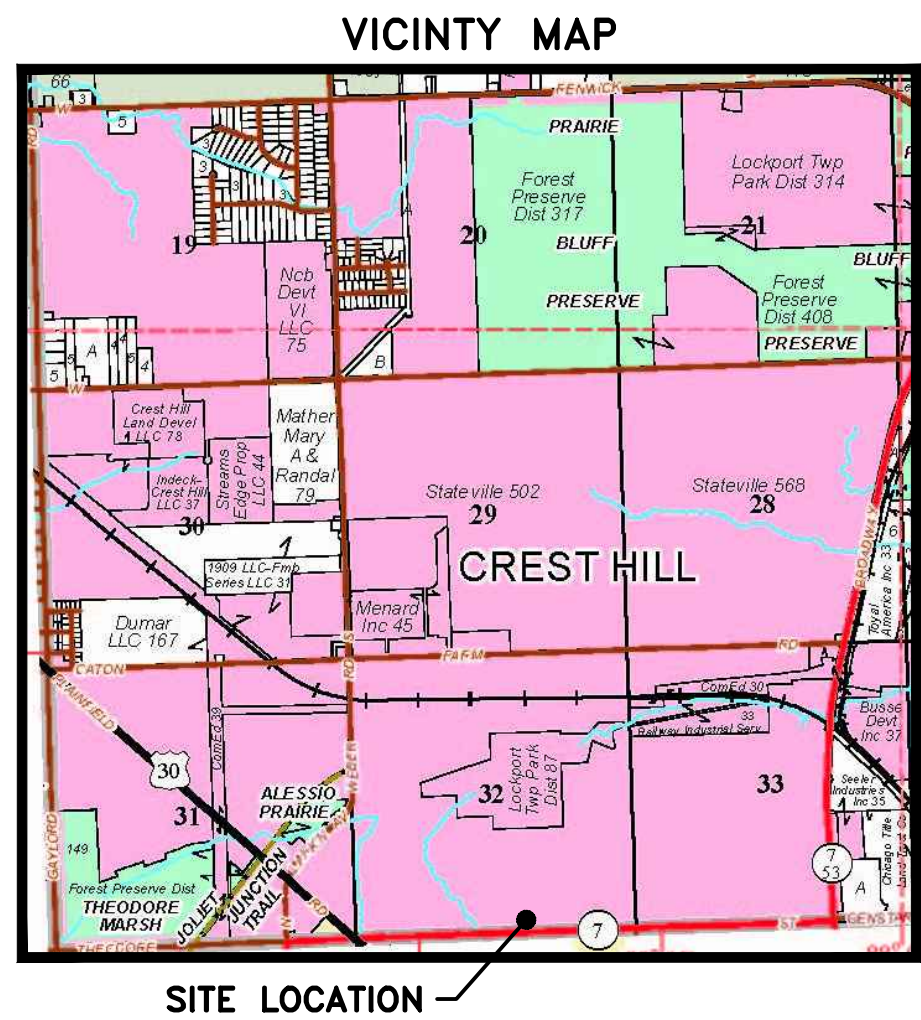
LOTS 1, 13, 335, 336 AND 337 IN UNIT NO. 1 OF RAYNOR HILLS ESTATES, A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 23, 1952, IN PLAT BOOK 27 PAGE 86, AS DOCUMENT NUMBER 715075, EXCEPT THAT PART OF LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO RAYNOR HILLS WATER COMPANY BY DEED DATED MAY 27, 1953 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 732193, IN BOOK 1432 PAGE 607, AND ALSO EXCEPTING THAT PART OF SAID LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO PRESTON HOMES, INCORPORATED BY DEED DATED AUGUST 26, 1954 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 755601, IN BOOK 1490 PAGE 399; IN WILL COUNTY, ILLINOIS

EXCEPTION	DESCRIPTION OF DOCUMENT	DOC. NO.	SURVEY RELATED
1	RIGHTS OR CLAIMS OF POSSESSION, NOT RECORDED	N/A	NOT SURVEY RELATED
2	ANY ENCROACHMENT, ENCUMBRANCE, ETC.	N/A	SHOWN ON SURVEY
3	EASEMENTS OR CLAIMS, NOT RECORDED	N/A	SHOWN ON SURVEY
4	ANY LIEN, OR RIGHT TO LIEN, NOT RECORDED	N/A	NOT SURVEY RELATED
5	TAXES OR SPECIAL ASSESSMENTS, NOT RECORDED	N/A	NOT SURVEY RELATED
6	ALTA STATEMENT	N/A	NOT SURVEY RELATED
7	NOTE FOR INFORMATION: FULL PAYMENT	N/A	NOT SURVEY RELATED
A	TAXES FOR THE YEARS 2016 AND 2017	N/A	NOT SURVEY RELATED
B	MORTGAGE	R2003286973	NOT SURVEY RELATED
C	ASSIGNMENT OF RENTS	R2003286973	NOT SURVEY RELATED
D	905 THEODORE LLC, ARTICLES OF ORGANIZATION ETC.	N/A	NOT SURVEY RELATED
E	EXISTING UNRECORDED LEASES AND RIGHTS THEREUNDER	N/A	NOT SURVEY RELATED
F	PROPERTY MANAGER STATEMENT	N/A	NOT SURVEY RELATED
G	ANY UNRECORDED LIEN, OR RIGHT TO A LIEN BY BROKER	N/A	NOT SURVEY RELATED
H	LEASE TERMS AND CONDITIONS	R2011100181	NOT SURVEY RELATED
I	LEASEHOLD INTEREST	R2011100181	NOT SURVEY RELATED
J	IBT EASEMENT	R2000113260	SHOWN ON SURVEY
K	EASEMENTS	715075	SHOWN ON SURVEY
L	BUILDING LINES	715075	SHOWN ON SURVEY
M	PROTECTIVE COVENANTS	728747	SHOWN ON SURVEY
N	30-FT BUILDING LINE VIOLATION PER 1998 SURVEY	N/A	SHOWN ON SURVEY
O	PUBLIC ACT 95-988	N/A	NOT SURVEY RELATED
P	"GOOD FUNDS" SECTION 215 ILCS 155/26	N/A	NOT SURVEY RELATED
Q	NOTE FOR INFO: WILL COUNTY RECORDER	N/A	NOT SURVEY RELATED
R	NOTE FOR INFORMATION (ENDORSEMENT REQUESTS)	N/A	NOT SURVEY RELATED

ALTA/NSPS LAND TITLE SURVEY

LOTS 1, 13, 335, 336 AND 337 IN UNIT NO. 1 OF RAYNOR HILLS ESTATES, A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 23, 1952, IN PLAT BOOK 27 PAGE 86, AS DOCUMENT NUMBER 715075, EXCEPT THAT PART OF LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO RAYNOR HILLS WATER COMPANY BY DEED DATED MAY 27, 1953 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 732193, IN BOOK 1432 PAGE 607, AND ALSO EXCEPTING THAT PART OF SAID LOT 1 HERETOFORE CONVEYED BY THE GRANTOR TO PRESTON HOMES, INCORPORATED BY DEED DATED AUGUST 26, 1954 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF WILL COUNTY, ILLINOIS, AS DOCUMENT NUMBER 755601, IN BOOK 1490 PAGE 399; IN WILL COUNTY, ILLINOIS.

EXHIBIT E



SITE LOCATION

P.I.N. 04-32-419-001
COMMON ADDRESS: 905 THEODORE STREET
CREST HILL, IL 60403

2016 ALTA/NSPS LAND TITLE SURVEY OPTIONAL TABLE "A" ITEMS

ITEM	DESCRIPTION OF ITEM	LOCATION ON SURVEY
1	MONUMENTS PLACED	AS SHOWN
2	COMMON ADDRESS	AS SHOWN
4	GROSS LAND AREA	AS SHOWN
7(a)	EXTERIOR DIMENSIONS AT GROUND LEVEL	AS SHOWN
14	DISTANCE TO NEAREST INTERSECTING STREET	AS SHOWN



Scale: 1" = 30'

NOTES:

- THE CHICAGO TITLE INSURANCE COMPANY, COMMITMENT FOR TITLE INSURANCE, COMMITMENT NO. 17SK8306725WJ, WAS USED DURING THE PREPARATION OF THIS PLAT AND SURVEY.
- THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE NORTH RIGHT-OF-WAY LINE OF THEODORE STREET BEING ASSUMED TO BE DUE EAST-WEST.
- ABOVE GROUND EVIDENCE OF UNDERGROUND UTILITIES HAVE BEEN LOCATED AND SHOWN ON THIS PLAT, THE LOCATION OF ALL BURIED UTILITIES MAY NOT BE SHOWN. THE OWNER SHOULD PROVIDE SURFACE MARKING OF UNDERGROUND UTILITIES FOR THE CERTIFICATION OF THE LOCATION BY THE LAND SURVEYOR.
- IT IS NOTED ON THE PLAT OF SUBDIVISION OF UNIT NO. 1 OF RAYNOR HILLS ESTATES THAT "BUILDING LINE SHALL BE NOT LESS THAN 30.0 FEET FROM FRONT LOT LINE NOR LESS THAN 30.0 FEET FROM ANY SIDE STREET LINE, NOR LESS THAN 10.0 FEET FROM ANY SIDE PROPERTY LINE." THERE IS NO GRAPHIC REPRESENTATION OF SAID SETBACKS ON SAID PLAT FOR LOTS 1, 13 AND 331 THROUGH 337, BOTH INCLUSIVE. (SCHEDULE B, ITEM L)
- THE EXACT LOCATION OF THE EASEMENT ON THE SOUTHWESTERLY SIDE OF LOT 1 COULD NOT BE DETERMINED BASED ON THE AVAILABLE PLATTED INFORMATION. THE DEPICTED LOCATION HAS BEEN SCALED AND SOME INFORMATION HAS BEEN ASSUMED. GEOTECH CAN NOT GUARANTEE AND/OR WARRANT THAT SAID GRAPHIC DEPICTION IS ACCURATE. (SCHEDULE B, ITEM K)
- FOR A SURVEY TO BE CONSIDERED TO BE AN ORIGINAL SURVEY, IT MUST BE SIGNED AND HAVE EITHER AN EMBOSSED SEAL OR A RUBBER STAMP SEAL IN THE COLOR RED.
- UNLESS OTHERWISE NOTED ON THE DRAWING, ALL PROPERTY CORNERS SET ARE 9/16" IRON RODS.

EXISTING SYMBOLS LEGEND

- SURVEY MONUMENT
- ⊗ SURVEY MONUMENT - R.O.W. MARKER
- ⊕ TRAFFIC SIGNAL
- ⊕ TRAFFIC SIGNAL - MAST ARM
- ⊕ UTILITY CONTROL CABINET
- ⊕ UTILITY POLE GUY WIRE
- ⊕ UTILITY POLE
- ⊕ STREET LIGHT
- ⊕ SIGN
- ⊕ UTILITY HAND HOLE
- ⊕ UTILITY DOUBLE HAND HOLE
- ⊕ UTILITY HEAVY DUTY HAND HOLE
- ⊕ UTILITY JUNCTION BOX
- ⊕ UTILITY SPLICE BOX - GENERAL
- ⊕ UTILITY SPLICE BOX - TELEPHONE
- ⊕ STORM SEWER CATCH BASIN
- ⊕ STORM SEWER FLARED END SECTION (FES)
- ⊕ STORM SEWER MANHOLE
- ⊕ STORM SEWER INLET
- ⊕ SANITARY SEWER MANHOLE
- ⊕ WATER - POST INDICATOR VALVE (PIV)
- ⊕ WATER - FIRE HYDRANT
- ⊕ WATER - VALVE BUFFALO BOX
- ⊕ WATER - VALVE BOX
- ⊕ WATER - VALVE VAULT
- ⊕ WATER - SIAMSE FIRE CONNECTION
- ⊕ RAILROAD SIGNAL
- ⊕ RAILROAD SIGNAL WITH STOP GATE
- ⊕ VEGETATION - TREE STUMP
- ⊕ VEGETATION - DECIDUOUS TREE
- ⊕ VEGETATION - EVERGREEN TREE
- ⊕ VEGETATION - SHRUB/HEDGEROW
- CONCRETE BOLLARD
- ⊕ FLAG POLE
- ⊕ MAIL BOX
- ⊕ AIR CONDITIONER UNIT
- ⊕ GENERATOR UNIT
- ⊕ ELECTRICAL TRANSFORMER
- ⊕ AUTOMATED TELLER MACHINE (ATM)

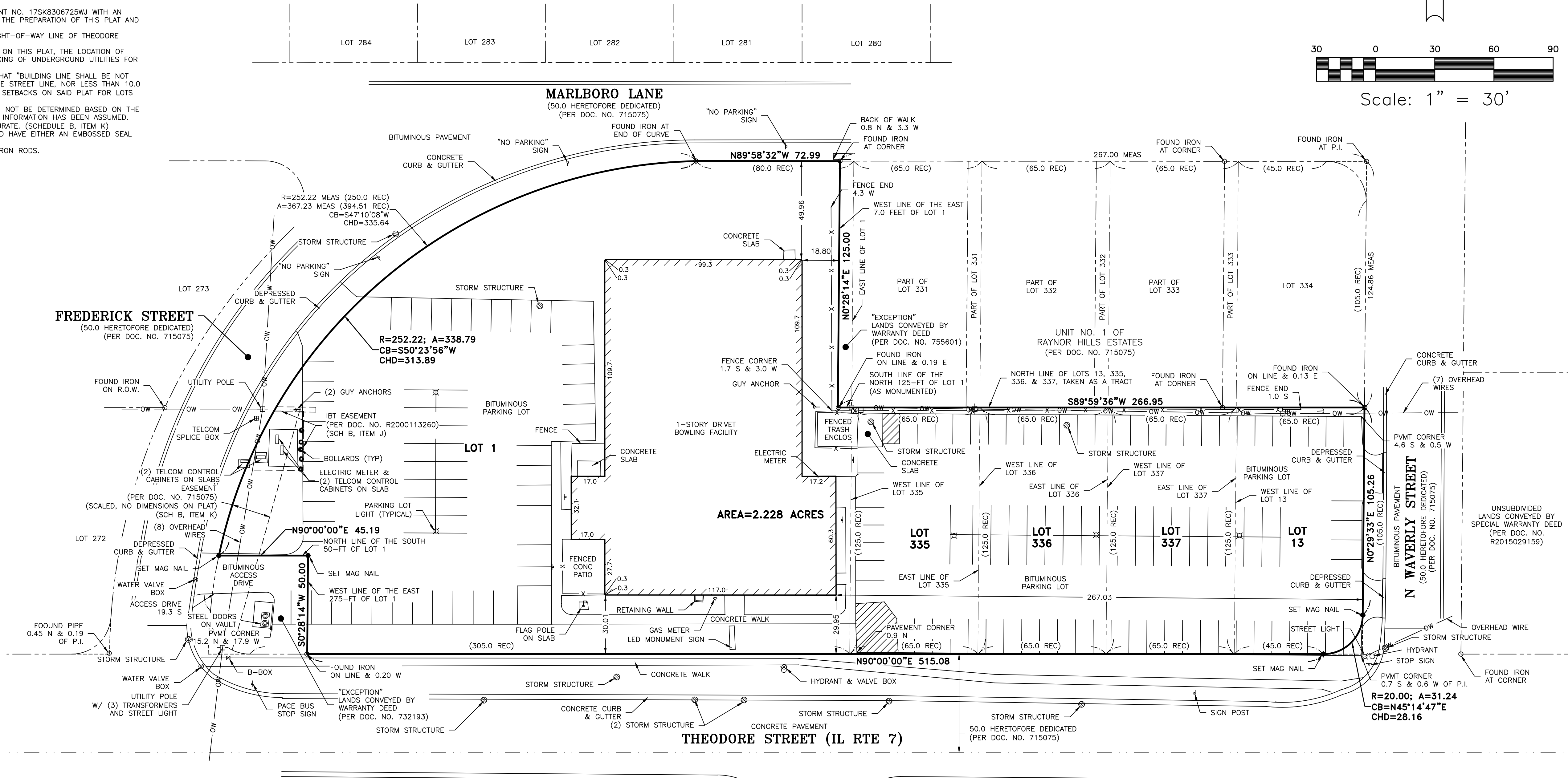
STATE OF (ILLINOIS) SS
COUNTY OF WILL) SS

TO: CHICAGO TITLE INSURANCE COMPANY
BRIAN SPILLER
905 THEODORE LLC

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 4, 7(a), 8, AND 14 OF TABLE "A" THEREOF. THE FIELD WORK WAS COMPLETED ON JUNE 16, 2017.

June 21, 2017

DATE
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
EXPIRATION DATE: 11/30/2018
GEOTECH INCORPORATED PROFESSIONAL
DESIGN FIRM NUMBER 184-000165



Item 2.
REVISION
DATE
BY
DRAWN BY: CJT
CHECKED BY: CMP
JOB # GJN19830
DATE: 06/21/2017
ORDERED BY:
CHRIS KOURLESS, CENTRAL CLEANERS
1120 RICHARDS STREET
JOLIET, IL 60433

UNIT NO. 1 OF
RAYNOR HILLS ESTATES

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE
CREST HILL, ILLINOIS 60403
815/730-1010

GJN19830

EXHIBIT F



1 WEST ELEVATION
SCALE: 1/8"=1'-0"



2 NORTH ELEVATION
SCALE: 1/8"=1'-0"



3 EAST ELEVATION
SCALE: 1/8"=1'-0"



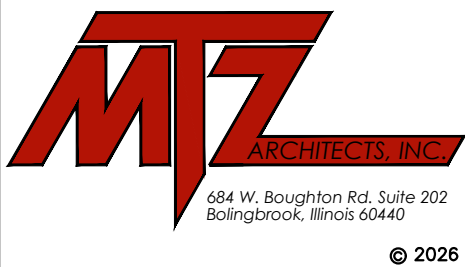
4 SOUTH ELEVATION
SCALE: 1/8"=1'-0"



PLAYTIME SOCCER FACILITY
905 THEODORE ST. CREST HILL, IL

EXTERIOR ELEVATIONS

No.	Description	Date
1.	ISSUED FOR PERMIT	11.01.16



I HEREBY CERTIFY THAT THESE PLANS HAVE BEEN PREPARED UNDER MY SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, THE SAME COMPLY WITH ALL RULES, REGULATIONS AND ORDINANCES OF CREST HILL, ILLINOIS RELATING TO STRUCTURES AND BUILDINGS

ARCHITECT	Date
Scale 1/8"=1'-0"	01.21.26
Job No.	25009
Sheet No.	

A31

EXHIBIT G**905 THEODORE ST – LIST OF REQUESTED VARIATIONS****Crest Hill Code of Ordinances Chapter 15.12 Sign Code, Section 15.12.080 (D)(1) Freestanding Signs in Business Districts**

(b) *Setback*. All freestanding signs must maintain a setback of not less than ten feet from the property line. *The existing sign is located three feet from the property line.*

(c)-(d) *Height and Sign Area*. The maximum allowable area for freestanding signs for lots less than 5 acres is 50 square feet, and the maximum allowable sign height is 15 feet. *The existing sign height is 21 feet, The total area for the existing sign is 89 square feet (excluding the digital sign).*

(e) *Electronic message center sign/changeable copy*. In the case of electronic message center/changeable copy signs, the electronic message/changeable copy portion of the sign shall not exceed 20 square feet and will not be counted towards the area of the sign but will be included in the overall height. *The existing digital sign area is 54 square feet.*

EXHIBIT H

Play Time Soccer
Jorge Cruz
Crest Hill, IL
773-615-9972
Jorgefcruz67@yahoo.com

February 17th, 2026

City of Crest Hill
Community Development / Planning & Zoning Department
20600 City Center Blvd
Crest Hill, IL 60403

RE: Project Narrative/ Play Time Soccer
Property Address: 905 Theodore St, Crest Hill, IL

Project Overview

This narrative is submitted to outline the proposed use and operational plan for the property located at 905 Theodore Street, Crest Hill, Illinois. The proposed project involves the establishment of Play Time Soccer, an indoor soccer sports training and recreational facility, along with a restaurant that will operate daily to serve facility participants and the surrounding community.

Facility Description

Play Time Soccer will operate as an indoor soccer sports facility designed to provide athletic training, recreational leagues, youth development programming, and community-based sporting events. The facility will accommodate individuals, teams, and organized programs for various age groups and skill levels, with a focus on promoting health, physical activity, and youth engagement.

The property will also include a restaurant that will serve food and beverages to athletes, families, visitors, and members of the general public. The restaurant will operate as a complementary use to the sports facility while remaining open to the public daily.

Restaurant Concept and Food Service

The restaurant will operate as an American-style bar and grill, offering freshly prepared food made from scratch. The menu will primarily feature casual dining options such as burgers, sandwiches, wraps, salads, appetizers, and similar American grill style selections.

In addition to traditional menu offerings, the restaurant will provide healthy food options designed to support athletic performance, wellness, and balanced nutrition. These options will include lighter and nutrition conscious selections such as grilled proteins, fresh salads, wraps, fruit options, and other balanced meal choices intended to accommodate athletes and health-focused customers.

The facility also plans to offer sports nutrition friendly items, including protein focused meals, hydration beverages, and recovery-friendly food selections designed to support active individuals and youth athletes.

Hours of Operation

Indoor Soccer Sports Facility – Play Time Soccer

- Monday – Sunday: 9:00 AM – 12:00 AM

Restaurant Operations

- Monday – Sunday: 7:00 AM – 11:00 PM

Schedule of Activities

Play Time Soccer will offer structured recreational and developmental programming including:

- Youth soccer training programs and academies
- Recreational and competitive soccer leagues
- Private coaching sessions and team practices
- Open play sessions for community participation
- Seasonal sports camps and skill development clinics
- Local tournaments and community sporting events

Employment and Staffing

The project is expected to create employment opportunities within the local community.

Play Time Soccer Facility Staffing

- Facility management and administrative personnel
- Coaching and training staff
- Front desk and customer service staff
- Maintenance and custodial staff

Estimated indoor soccer facility staffing: approximately 10 to 15 employees.

Restaurant Staffing

- Restaurant management
- Kitchen and food preparation staff
- Servers and customer service personnel
- Cleaning and support staff

Estimated restaurant staffing: approximately 6 to 10 employees.

Traffic Flow and Parking Management

Play Time Soccer will implement coordinated scheduling practices to promote safe and efficient traffic flow at the property. Games, practices, and programming will be organized into structured time blocks to prevent overlapping start and end times that could create traffic congestion.

Participant arrival and departure times will be staggered to minimize clustering and allow for smoother vehicle circulation throughout the parking areas. Staff will monitor scheduling and facility capacity to ensure traffic flow remains manageable during peak hours and special events.

Community Benefit

The proposed project will provide recreational opportunities for youth and adults while promoting health, fitness, and community engagement. Play Time Soccer is intended to serve as a safe, family-oriented environment for sports development, teamwork, and social interaction.

The restaurant component will enhance the overall customer experience while contributing to the local economy through job creation and increased visitation to the Crest Hill area.

Proposed Interior Improvements

- Remove the existing bowling alley lanes and associated equipment.
- Renovate the interior space to accommodate two regulation-size indoor soccer fields, including appropriate flooring, field markings, safety netting, and spectator viewing areas as needed.
- Convert the existing bar area within the former bowling alley section into a concession counter for the sale of snacks and non-alcoholic beverages.

Proposed Exterior Improvements

- Mill, resurface, and restripe the east parking lot to improve traffic flow, safety, and overall appearance.
- Repair and reinforce existing fencing along the east parking lot.
- Install new fencing and/or landscape screening along the west parking lot to minimize headlight glare impacting neighboring residences.
- Upgrade side and rear landscaping with refreshed plant materials and modern design elements to enhance curb appeal.
- Update monument and building sign panels with contemporary finishes and materials.
- Add decorative landscaping around signage to improve visibility and aesthetic appeal.
- Replace worn or damaged awnings with new, updated materials and colors.
- Sand, prime, and repaint all parking lot light poles to restore appearance and prevent corrosion.
- Install protective parking islands around light poles to reduce the risk of vehicle damage and improve durability.

Conclusion

The proposed development at 905 Theodore Street will establish Play Time Soccer as a community focused indoor soccer sports facility supported by a daily operating restaurant.

Respectfully Submitted,
Jorge Cruz
Owner
Play Time Soccer

EXHIBIT I

City of Crest Hill Standards for Special Uses

12.7-6 STANDARDS FOR SPECIAL USES ([ZONING ORDINANCE](#), p-134)

No special use, including Planned Unit Developments, shall be recommended by the Plan Commission unless said Commission shall find:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.

The proposed indoor soccer facility and restaurant will not be detrimental to or endanger the public health, safety, or general welfare of the surrounding community. The project consists of the adaptive reuse of an existing commercial building, including the removal of the existing bowling alley and the installation of two indoor soccer fields. Improvements will be made to both the interior and exterior of the building to modernize the facility and enhance its appearance and functionality.

The proposed use is recreational in nature and is consistent with other commercial and entertainment-oriented uses that are typically found in commercial districts. The facility will provide a safe, controlled indoor environment for youth and adult athletic activities, promoting health, wellness, and community engagement.

The property will continue to utilize existing access points, parking areas, and site circulation patterns designed to accommodate large assembly uses such as the former bowling alley. As such, the site is well suited to accommodate the proposed recreational use without creating adverse impacts on surrounding properties or public infrastructure.

In addition, the reopening of the restaurant will provide a complementary amenity for patrons, visitors, and the community while activating an existing component of the property. All operations will comply with applicable building, fire, and life-safety codes as required by the City.

Overall, the proposed improvements and reuse of the building will revitalize the property, enhance the appearance and activity of the site, and provide a positive recreational amenity for the community without negatively affecting public health, safety, or general welfare.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

The proposed indoor soccer facility will not be injurious to the use and enjoyment of surrounding properties nor will it diminish property values within the neighborhood. The use represents a recreational activity that is compatible with the existing commercial nature of the area and will operate entirely within an enclosed building.

The property currently contains a restaurant and a bowling alley, both of which generate evening and weekend traffic typical of entertainment uses. Converting the bowling alley portion of the building into two indoor soccer fields will maintain a similar recreational character while utilizing

the existing structure. Because the facility will operate indoors, noise levels will be contained within the building and will not negatively affect nearby properties.

The proposed use will not introduce significant new impacts to neighboring properties. Parking areas, building footprint, and general site circulation will remain consistent with the existing development. In many cases, indoor sports facilities generate activity during structured league times rather than continuous traffic, which allows for predictable and manageable peak periods. Additionally, the project represents a reinvestment in an existing property and will enhance the viability of the site by bringing new recreational opportunities to the community. This type of investment supports the local economy, encourages family-oriented activities, and helps maintain a well-utilized commercial property, all of which contribute positively to surrounding property values.

For these reasons, the proposed indoor soccer facility will be compatible with nearby uses and will not be injurious to neighboring properties or the broader neighborhood.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The proposed indoor soccer facility and restaurant will not impede the normal and orderly development or improvement of surrounding properties for uses permitted within the district. The project represents the continued use and reinvestment in an existing commercial property through the adaptive reuse of the current building. The removal of the existing bowling alley and installation of two indoor soccer fields will occur within the existing structure, allowing the site to remain consistent with the type and intensity of uses typically anticipated in a commercial district of this nature.

The proposed recreational use is compatible with other commercial and entertainment-oriented uses and will operate within the existing building footprint and site layout. Planned interior and exterior improvements will enhance the overall appearance and functionality of the property, contributing positively to the surrounding area and supporting the continued viability of nearby commercial and residential properties.

The site is already developed with appropriate access, parking, and infrastructure designed to accommodate assembly and recreation-type uses. As a result, the proposed indoor soccer facility and reopening of the restaurant will not interfere with future development opportunities on nearby properties but will instead help maintain an active, well-maintained commercial site that supports the broader economic vitality of the area.

Overall, the project represents a reinvestment in the property that will complement surrounding development and support the continued orderly growth and improvement of properties in the district.

4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

The subject property is an existing developed commercial site and is currently served by adequate public utilities, access, and supporting infrastructure. The building is connected to all necessary utility services that previously supported the former bowling alley and restaurant. These existing

utilities have sufficient capacity to accommodate the proposed indoor soccer facility and the reopening of the restaurant.

Access to the site will continue to be provided via the existing driveways and parking lots, which were designed to support a high-occupancy recreational and entertainment use. The existing parking areas and access drives will remain in use and will continue to provide safe and efficient vehicular and pedestrian circulation to and from the site.

Because the project primarily involves the adaptive reuse of an existing building, the proposed improvements will utilize the site's established infrastructure and will not require any expansion of public utilities or roadway systems. As such, adequate utilities, access roads, drainage, and other necessary facilities are available to support the proposed special use.

5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Adequate measures have been taken to ensure safe and efficient ingress and egress to the site while minimizing potential traffic congestion on adjacent public streets. The subject property is an existing commercial development that was previously designed to accommodate high-occupancy recreational and entertainment uses, including a bowling alley and restaurant. As such, the site is already served by established access points and parking areas that are appropriate for uses generating similar levels of activity.

The proposed indoor soccer facility will utilize these existing access drives and parking lots, which provide safe entry and exit for patrons and employees. The layout allows vehicles to enter and exit the property efficiently while maintaining clear separation between parking areas and building access points. Because the project largely involves the adaptive reuse of the existing building and site infrastructure, no changes to the primary access configuration are anticipated.

In addition, the nature of indoor soccer use typically involves scheduled games and practices that distribute arrivals and departures throughout the day and evening, rather than generating large simultaneous traffic surges. This operational pattern further reduces the likelihood of traffic congestion on surrounding public streets.

Overall, the existing access points and parking facilities were designed to accommodate comparable assembly-type uses and will continue to provide adequate ingress and egress for the proposed indoor soccer facility and restaurant while minimizing impacts to the surrounding roadway network.

6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

The proposed indoor soccer facility will comply with all applicable provisions of the Zoning Ordinance and other relevant regulations of the City of Crest Hill. The project primarily involves the adaptive reuse of an existing commercial building, including the removal of the existing

bowling alley and the installation of two indoor soccer fields, along with interior and exterior building improvements and the reopening of the restaurant.

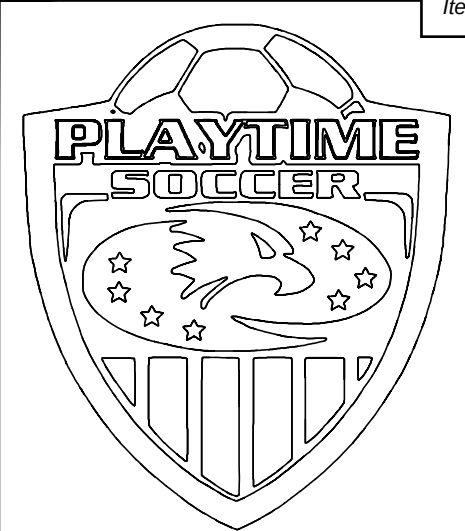
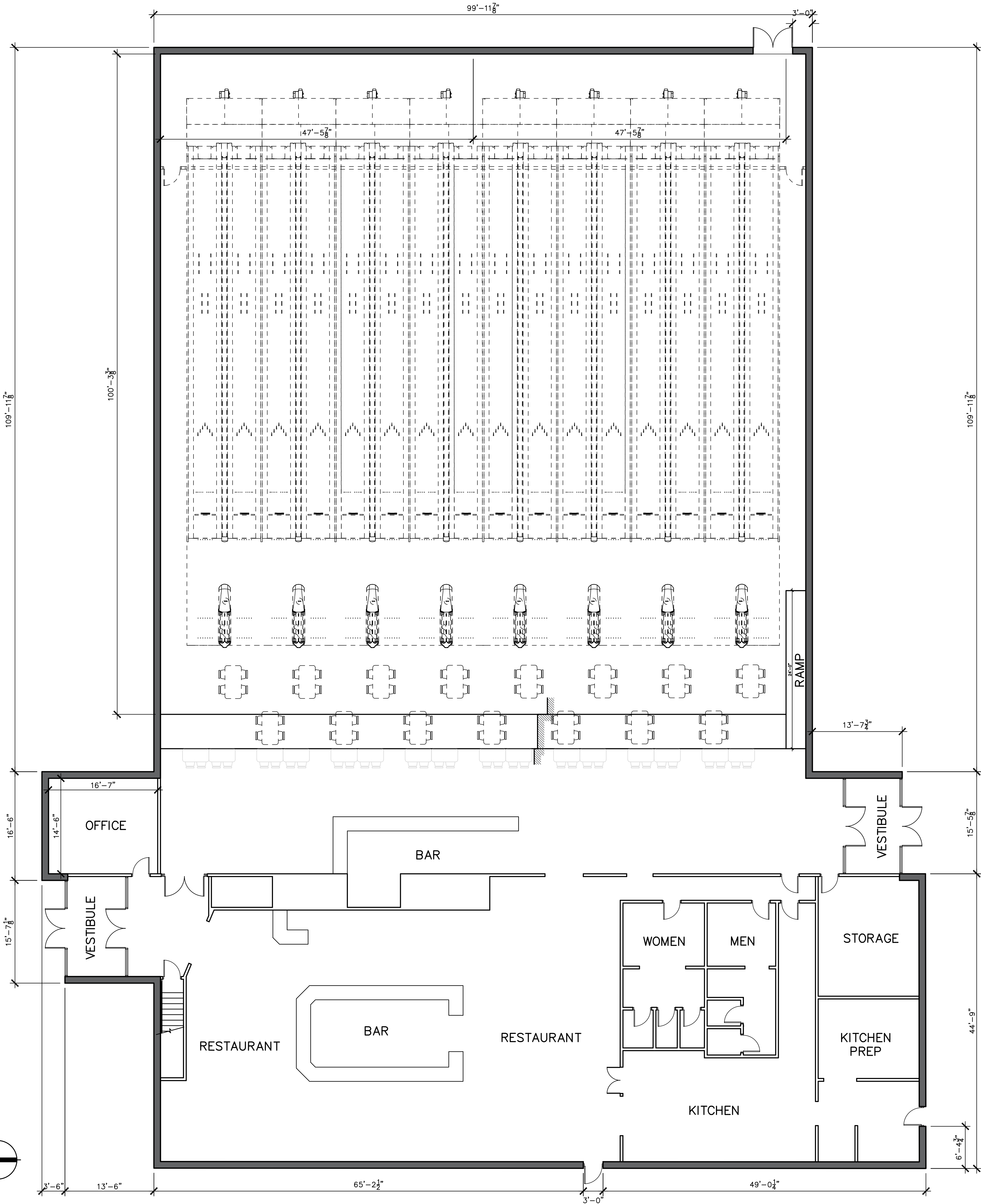
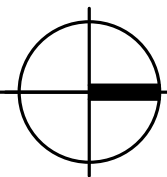
All planned improvements and operations will be reviewed and permitted through the City's review to ensure compliance with applicable zoning, building, fire, life-safety, and health regulations. Any required permits or approvals associated with building modifications, site improvements, or occupancy changes will be obtained prior to construction and operation.

Should any specific relief or modification from ordinance requirements be necessary, such requests will be reviewed in accordance with the procedures established by the City, including consideration by the Plan Commission and final action by the City Council as required.

Overall, the applicant intends to improve and operate the facility in full compliance with the applicable ordinances and regulations governing development and operations within the City.

EXHIBIT J

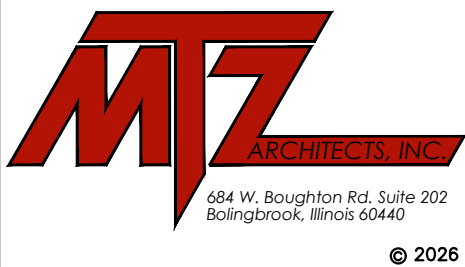
1 DEMOLITION PLAN
SCALE: 1/8"=1'-0"



PLAYTIME SOCCER FACILITY
905 THEODORE ST. CREST HILL, IL

DEMOLITION FLOOR PLAN

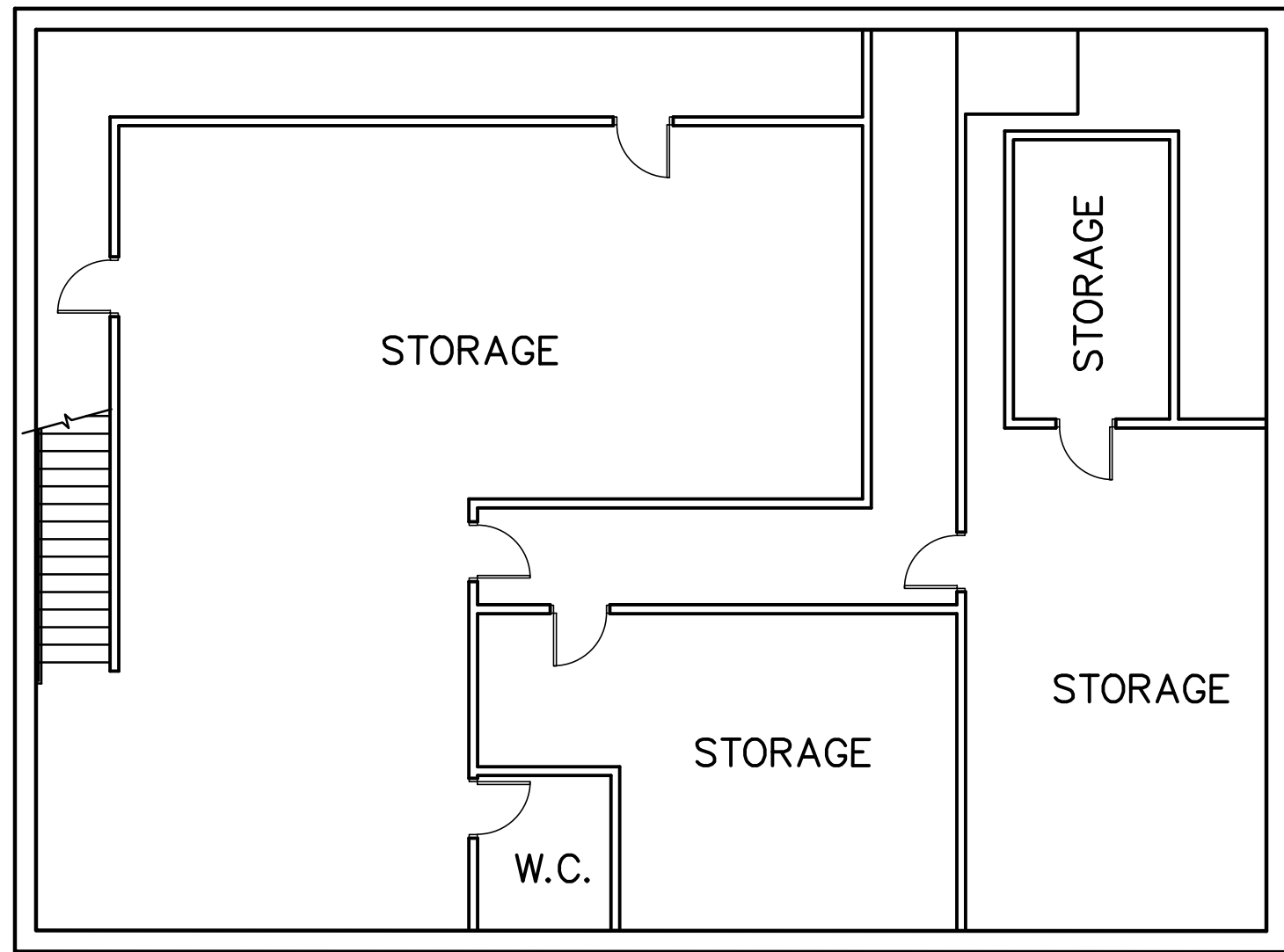
No.	Description	Date
1	ISSUED FOR PERMIT	11.01.16



I HEREBY CERTIFY THAT THESE PLANS HAVE BEEN PREPARED UNDER MY SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, THE SAME COMPLY WITH ALL RULES, REGULATIONS AND ORDINANCES OF CREST HILL, ILLINOIS RELATING TO STRUCTURES AND BUILDINGS

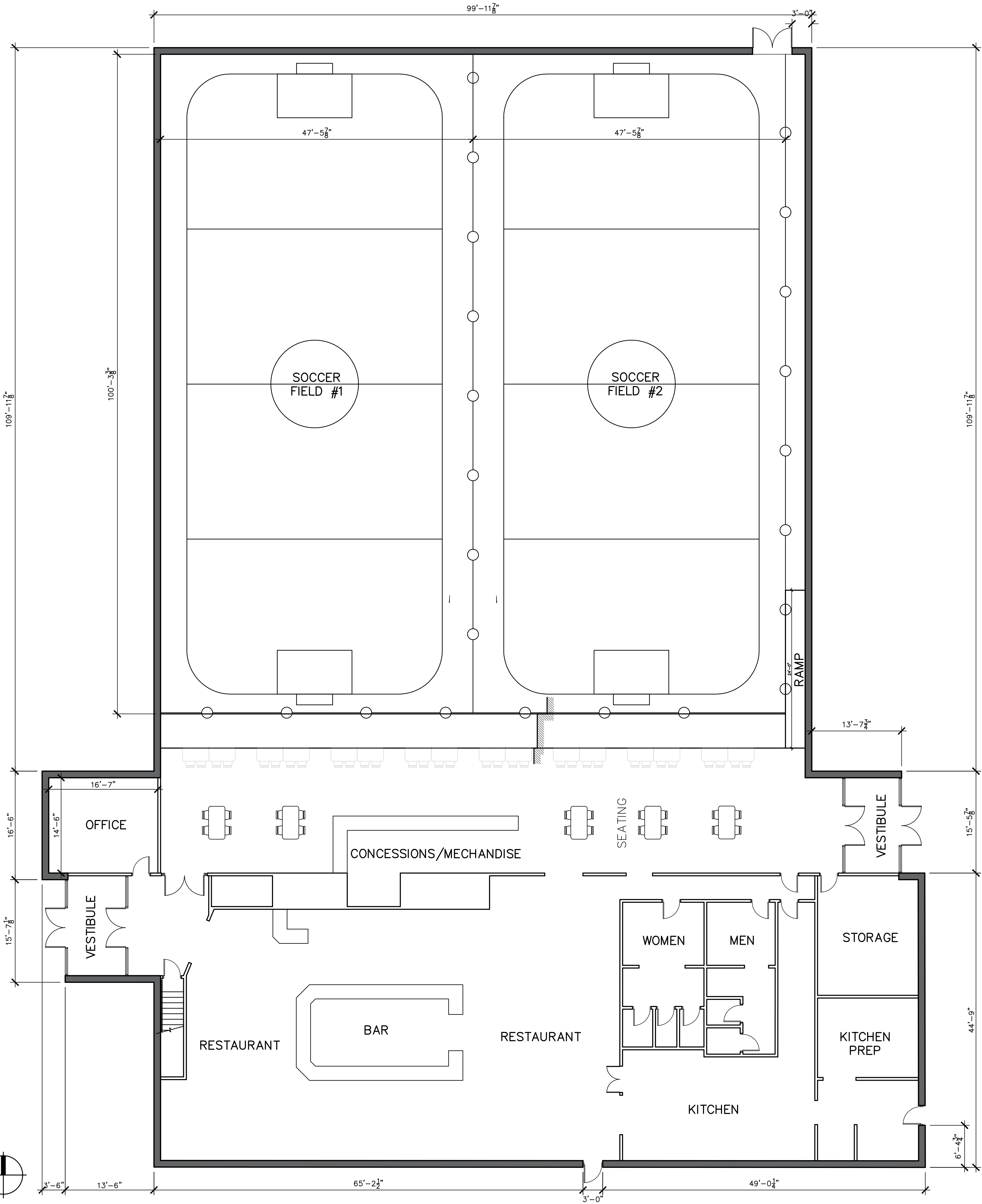
ARCHITECT	Date
Scale 1/8"=1'-0"	01.21.26
Job No.	25009
Sheet No.	

D1.0



2 BASEMENT FLOOR PLAN
SCALE: 1/8"=1'-0"

1 PROPOSED FLOOR PLAN
SCALE: 1/8"=1'-0"



PLAYTIME SOCCER FACILITY
905 THEODORE ST. CREST HILL, IL
PROPOSED FLOOR PLAN

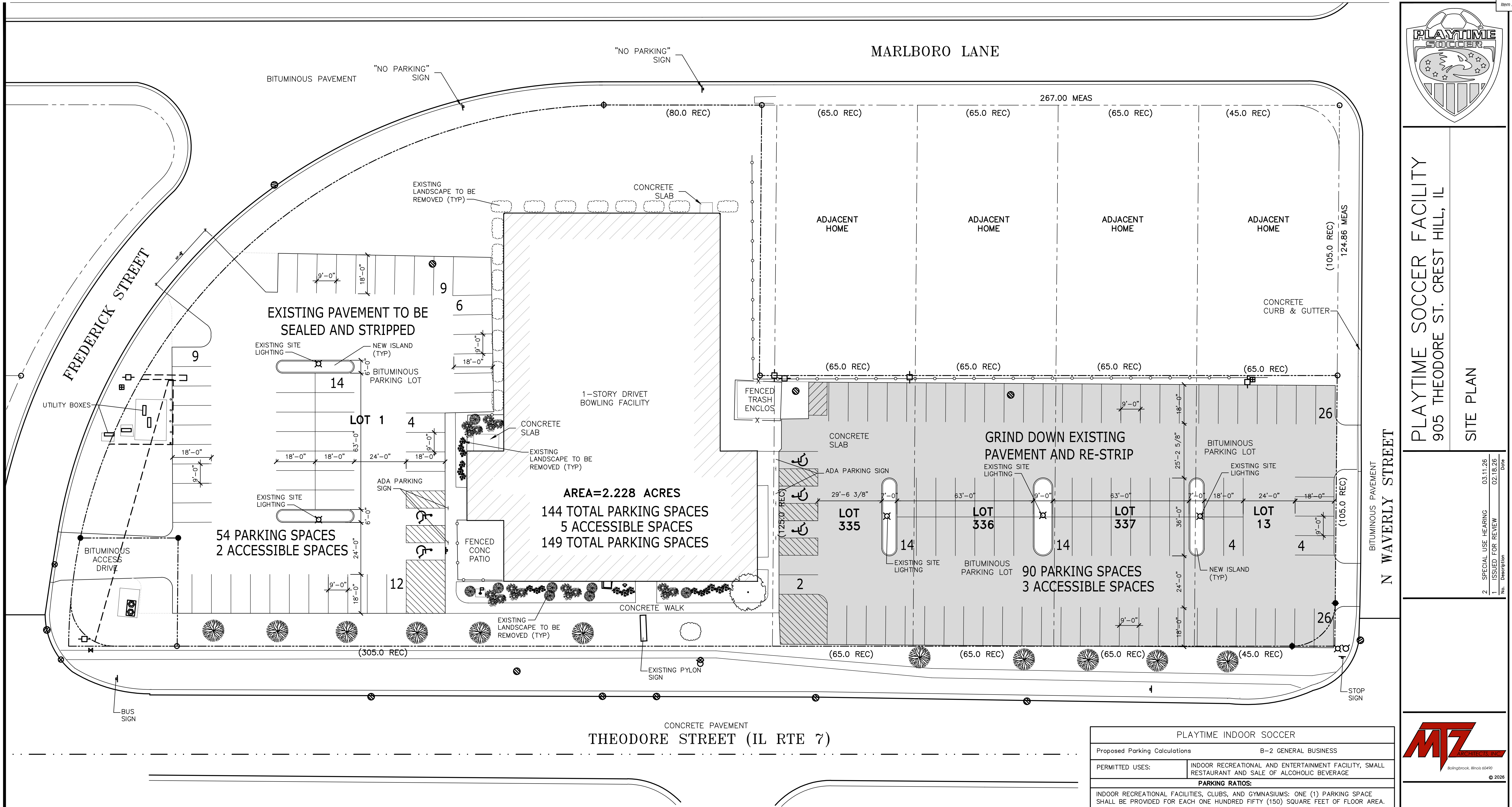
No.	Description	Date
1	ISSUED FOR PERMIT	11.01.16



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ARCHITECT	Date
Scale 1/8"=1'-0"	01.21.26
Job No.	25009
Sheet No.	

A10



1 SITE PLAN
SCALE: 1"=20'-0"

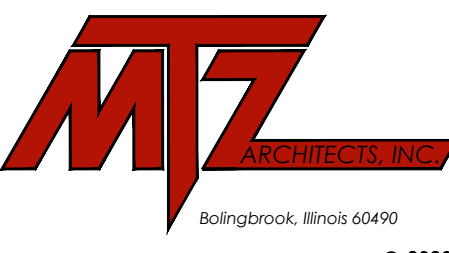
PLAYTIME INDOOR SOCCER			
Proposed Parking Calculations		B-2 GENERAL BUSINESS	
PERMITTED USES:		INDOOR RECREATIONAL AND ENTERTAINMENT FACILITY, SMALL RESTAURANT AND SALE OF ALCOHOLIC BEVERAGE	
PARKING RATIOS:			
INDOOR RECREATIONAL FACILITIES, CLUBS, AND GYMNASIUMS: ONE (1) PARKING SPACE SHALL BE PROVIDED FOR EACH ONE HUNDRED FIFTY (150) SQUARE FEET OF FLOOR AREA.			
		FLOOR AREA: 10,336 SF / 150 = 68.9	69 TOTAL PARKING = 69
RESTAURANTS OR ESTABLISHMENTS DISPENSING FOOD AND/OR BEVERAGES FOR CONSUMPTION ON THE PREMISES ONE (1) PARKING SPACE SHALL BE PROVIDED FOR EACH ONE HUNDRED (100) SQUARE FEET OF FLOOR AREA, OR ONE (1) PARKING SPACE FOR EACH THREE (3) SEATS, PLUS ONE (1) PARKING SPACE FOR EACH EMPLOYEE, WHICHEVER IS GREATER. IN ADDITION, RESERVOIR PARKING SPACE EQUAL TO TEN (10) PERCENT OF THE VEHICLE CAPACITY OF SUCH ESTABLISHMENTS.			
		FLOOR AREA: 5,257 SF / 100 = 52.57 10 EMPLOYEES 1 STALLS PER EMPLOYEES 10 * 1 = 10	53 63 TOTAL STALLS REQUIRED = 63 TOTAL PARKING = 132
TOTAL PROPOSED PARKING:		REQUIRED:	ACTUAL:
		69+63= 132	PARKING SPACES 144
		ACCESSIBLE PARKING:	
		101-150 Spaces: 5 (1 van-accessible)	ACCESSIBLE PARKING 5
		TOTAL 132	TOTAL 149



PLAYTIME SOCCER FACILITY
905 THEODORE ST. CREST HILL, IL

SITE PLAN

2	SPECIAL USE HEARING	03.11.26
1	ISSUED FOR REVIEW	02.18.26
No.	Description	Date



I HEREBY CERTIFY THAT THESE PLANS HAVE BEEN PREPARED UNDER MY SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, THE SAME COMPLY WITH ALL RULES, REGULATIONS AND ORDINANCES OF CREST HILL, ILLINOIS RELATING TO STRUCTURES AND BUILDINGS

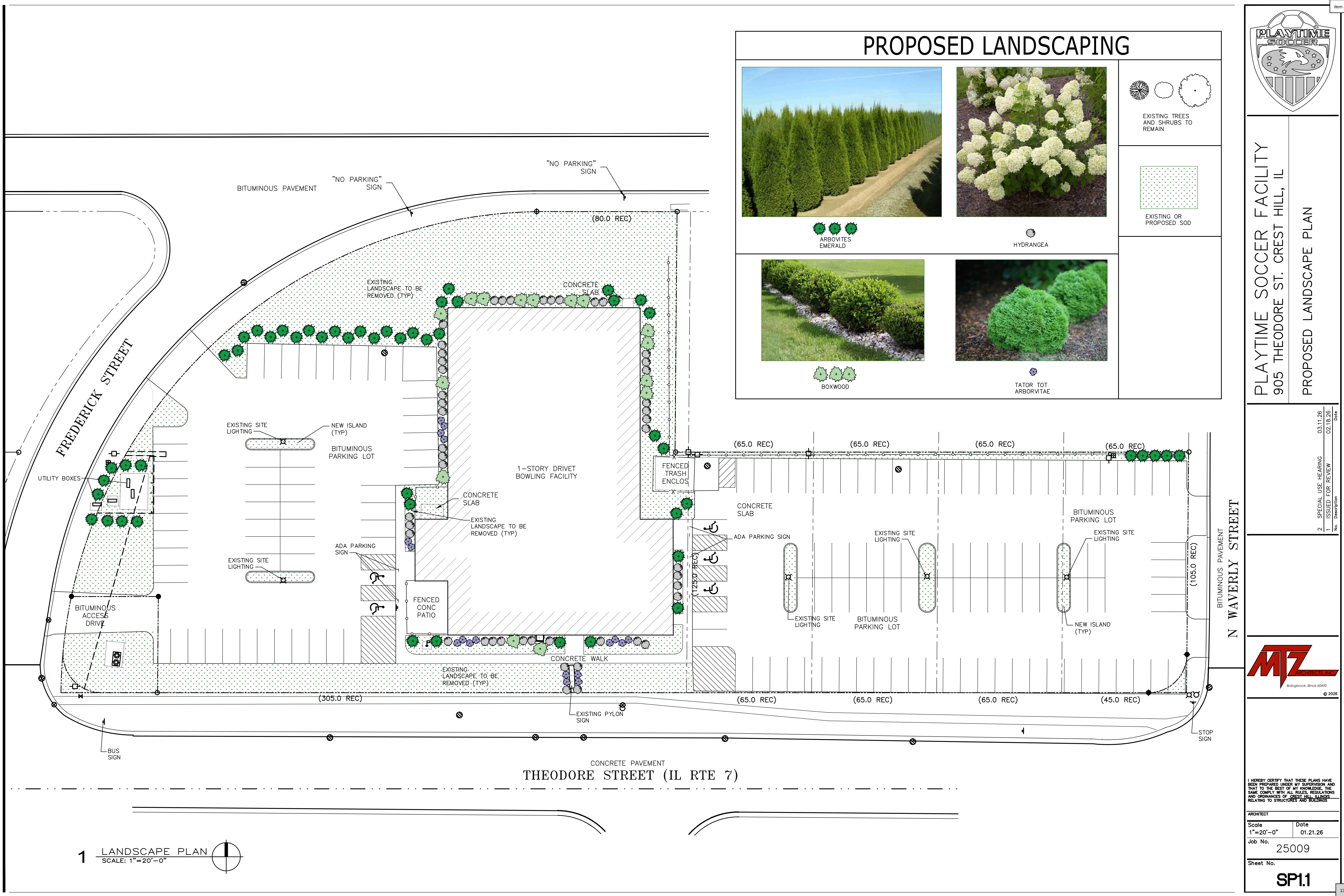
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Date
01.21.26

Job No.
25009

Sheet No.

SP1.1



PROPOSED LANDSCAPING

ARBOVITAE EMERALD

HYDRANGEA

BOXWOOD

TATOR TOT ARBORVITAE

EXISTING TREES AND SHRUBS TO REMAIN

EXISTING OR PROPOSED SOD



PLAYTIME SOCCER FACILITY
905 THEODORE ST. CREST HILL, IL

PROPOSED LANDSCAPE PLAN

No.	Description	Date
2	SPECIAL USE HEARING	03.11.26
1	ISSUED FOR REVIEW	02.18.26



I HEREBY CERTIFY THAT THESE PLANS HAVE BEEN PREPARED UNDER MY SUPERVISION AND THAT TO THE BEST OF MY KNOWLEDGE, THE SAME COMPLY WITH ALL RULES, REGULATIONS AND ORDINANCES OF CREST HILL, ILLINOIS RELATING TO STRUCTURES AND BUILDINGS.

ARCHITECT	Date
Scale 1"=20'-0"	01.21.26
Job No.	25009
Sheet No.	

SP1.1



EXISTING SIGN REPAINT BLACK WITH RED REVEAL
INSTALL NEW LED LIGHTS AND SIGN FACES AND
REPLACE EXISTING LED DISPLAY.

EXHIBIT K



US SIGN & ELECTRIC LLC
CONTRACTORS

317 McDonough St.
Joliet, IL 60436
P 815-774-9621 / P 815-726-2975
F 815-7749629

ussignelectric@gmail.com

**CUSTOMER:PLAYTIME
SOCCER**

**LOCATION:905 Therodore St
Crest Hill IL60403
DATE: 2/25/2025
DWG:905
DESIGNER: A.G.**

SCALE:

REVISION:



NOTE:

THIS DRAWING IS THE PROPERTY OF
US SIGN & ELECTRIC LLC. AND IS TO
BE USED IN CONNECTION WITH WORK
PERFORMED BY US SIGN & ELECTRIC
LLC. THIS DRAWING IS NOT TO BE
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ANY FASHION WITH WRITTEN CONSENT
FROM US SIGN & ELECTRIC LLC.
CHARGES UP TO \$2,500.00 WILL BE
ASSESSED FOR ANY MISSUSE.

CUSTOMER APPROVAL:

DATE:



REDRESS EXISTING AWNINGS WITH
SUNBRELLA BLACK



REDRESS EXISTING AWNINGS WITH
SUNBRELLA BLACK



Work Session Meeting Memo

Crest Hill, IL

Meeting Date:	April 27, 2026
Submitter:	Daniel Ritter, Community Development Director
Department:	Community Development
Agenda Item:	Resolution to Approve a New Independent Contractor Agreement Consulting Service Agreement by and between the City of Crest Hill, Will County, IL, and Ronald Mentzer

Summary: Mr. Mentzer has provided Community and Economic Development consulting-related services to the City of Crest Hill on a part-time basis since September 2023 through an Employee Leasing Agreement approved by City Council. He has functioned in a variety of different capacities as the City has needed, including as Interim Director. Ron continues to have high value to the Community Development Department and the City of Crest Hill by managing large projects (Seasons at Crest Hill, Quick Trip, Fire Training Facility, Mather Farm/USCD, etc.) He has strong institutional and community knowledge, and with his background as a long-time former director, Mr. Metzner provides strong planning, zoning, economic development, and overall organizational guidance that assists the Department and organization. Ron is a team player, flexible, and always willing to work with other departments, attend late meetings, or do what is necessary to assist the Community Development Director and City Administrator.

Extending his contract for both development project management and code/process guidance is very valuable to the Department and City. Ron has most recently worked 3 days (24 hours) a week in the office. This proposed expectation proposal will amend the contract to be on a more as-needed and project-based basis. The initial plan is to continue to have Ron in the office at least one day a week and have an option to come to the office or work remotely on other days of the week as needed. The Community Development Director will monitor and manage the specific hours based on the department's project workload. Hours will continue to not exceed 24 hours a week, per pay period. Also of note is that many (but not all) of the consultants' billable hours are reimbursable by developers on larger projects that require a professional services reimbursement agreement. Those rebills come back into the General Fund and offset some of the expenses. The total expenses of this contract shall not exceed the currently budgeted \$50,000.

Financial Impact/Analysis:

Funding Source: General Fund

FY 27 Budgeted Amount: \$50,000

Recommended Council Action: Move a Resolution to Approve a New Independent Contractor Agreement Consulting Service Agreement by and between the City of Crest Hill, Will County, IL, and Ronald Mentzer, to the May 4, 2026, City Council Meeting.

RESOLUTION NO. _____**A RESOLUTION APPROVING A NEW INDEPENDENT CONTRACTOR CONSULTING SERVICES AGREEMENT BY AND BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, AND RONALD MENTZER**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-212), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Ronald Mentzer (the "Consultant"), is an individual who is qualified to render community development, economic development, municipal tax increment financing, organizational and operational efficiency, staff development, and other management consulting services (the "Services"); and

WHEREAS, Consultant was previously leased to the City of Crest Hill through a contract with MGT where he functioned as the City's interim Community and Economic Development Director for a period of 16 months; and

WHEREAS, thereafter, the City Council determined to engage the Consultant to provide the Services to assist with certain projects in the Community and Economic Development Department after the hiring of Patrick Ainsworth as Director of Community and Economic Development;

WHEREAS, Patrick Ainsworth resigned from his position with the City of Crest Hill effective July 1, 2025; and

WHEREAS, on July 21, 2025, by the passage of Resolution #1323, the City Council determined that the Independent Contractor Consulting Services Agreement with Ronald Mentzer should be extended to December 31, 2025 to allow him to continue to handle certain projects within the City on which he has been working as well as to have him act as the Interim Director of Community and Economic Development until Daniel Ritter begins his employment with the City of Crest Hill; and

WHEREAS, on December 15, 2025, by the passage of Resolution #1367, the City Council, upon the recommendation of Daniel Ritter, Director of Community and Economic Development, determined to extend Ronald Mentzer's Consulting Services Agreement for an additional six months beyond December 31, 2025, to and including April 30, 2026 to allow him to continue to work on certain ongoing projects; and

WHEREAS, Community and Economic Development Director Daniel Ritter is now recommending that the current Independent Contractor Consulting Services Agreement between the City and Ronald Mentzer, which expires on April 30, 2026 be replaced with a new Independent Contractor Consulting Services Agreement upon certain new and different terms, a copy of which is attached hereto and incorporated herein as Exhibit 1; and

WHEREAS, Exhibit A designates the remaining current projects on which Ronald Mentzer is currently working, and will allow Ronald Mentzer to be assigned new large projects as deemed necessary by Daniel Ritter; and

WHEREAS, Ronald Mentzer's continued consulting work on significant current Crest Hill Development Projects will enable Daniel Ritter to focus meaningful time on Crest Hill Economic Development efforts; and

WHEREAS, Daniel Ritter and City Staff have negotiated the Independent Contractor Consulting Services Agreement attached as Exhibit 1 (the "Agreement") with the Consultant effective May 4, 2026 through December 31, 2026 and with a modified scope and hours per week, with total compensation not to exceed \$50,000.00 without City Council approval; and

WHEREAS, the City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City, and

WHEREAS, the City Council has determined that it is in the best interests of the City and its citizens to enter into the Agreement with the Consultant.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of the Agreement (Exhibit 1) are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, when finalized, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Consultant.

SECTION 3: SEVERABILITY. If any section, paragraph, clause, or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 4TH DAY OF MAY, 2026.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderdwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF MAY, 2026.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

Exhibit 1

DRAFT

INDEPENDENT CONTRACTOR CONSULTING SERVICES AGREEMENT

This Independent Contractor Consulting Services Agreement (the "Agreement") is made by and between Ronald Mentzer (the "Consultant"), and the City of Crest Hill, an Illinois municipal corporation formed under and by virtue of the constitution and laws of the State of Illinois (the "City"). The City and Consultant may be individually identified as a "Party" or collectively as the "Parties" where appropriate. The City and the Consultant hereby agree as follows:

SECTION 1 SCOPE OF AGREEMENT

Section 1.01. Consulting Services. The City hereby engages the Consultant as an independent contractor to provide consulting services to City as from time to time requested by City, and upon the terms and conditions set forth in this agreement. Consultant commits to provide the community development, economic development, organizational efficiency and staff development consulting services covered by this agreement (collectively the "Services") The attached **Exhibit A** identifies the scope and general description of the Services to be provided by the Consultant and the base compensation to be paid to Consultant by the City for those Services. The City and Consultant acknowledge that the Consultant will be subject to the City's day-to-day supervision and control, but only to the extent necessary to allow for the smooth and uninterrupted conduct of City business. Unless otherwise authorized by the Mayor and City Council, City and Consultant acknowledge that the Parties expect the Consultant to provide up to 24 hours of consulting services each week at the direction of the City Administrator, or the Mayor in the absence of a City Administrator. The Parties agree that Consultant would devote at least one day per week at City Hall while the remaining hours may be performed remotely, as needed.

Section 1.02. Independent Contractor. The Consultant remains an independent contractor, and not employee, agent, partner of, or joint venturer with, the City. Further, the Parties agree that the Consultant shall not have any authority to bind the City to any commitment, contract, agreement, or other obligation without the City Council's express written consent and formal approval.

SECTION 2

SERVICES AND OBLIGATIONS OF THE CONSULTANT AND CITY

Section 2.01. Payment of Compensation. The Consultant will be paid the Base Compensation (Fees) as outlined on the attached **Exhibit A** and will be provided with a 1099 Form by the City for all such fees paid. The consultant will be responsible for payment of all wages, other compensation, and related payroll taxes in accordance with federal and Illinois law. The City acknowledges that the Consultant may engage a financial entity to maintain his financing and record-keeping services, which may include the payment of wages and related

payroll taxes in accordance with this Section 2.01. The City agrees to cooperate with any such financial entity to ensure timely payment of (i) wages and related payroll taxes pursuant to this Section 2.01, and (ii) fees pursuant to Section 3.

Section 2.02. Workers' Compensation. To the extent required by applicable law, the Consultant will maintain in effect workers' compensation coverage covering himself and acknowledges that he will not be covered by the City's workers' compensation insurance.

Section 2.03. Maintenance and Retention of Payroll and Benefit Records. The Consultant shall maintain complete records of all wages and benefits paid and shall retain control of such records and make them available for inspection as required by applicable federal, state, or local laws.

Section 2.04. Direction and Control. The Parties agree and acknowledge that the City has the right of direction and control over the Consultant, but only to the extent necessary to allow for the smooth and uninterrupted conduct of City business. The Parties further agree and acknowledge that the City Administrator, or the Mayor in the absence of a City Administrator, shall have the authority to exercise the City's right of direction and control.

Section 2.05. Obligations of the City. Pursuant to this Agreement the City covenants, agrees and acknowledges:

- a) The City will provide the Consultant with a suitable workplace that complies with U.S. Occupational Safety and Health Administration ("OSHA") statutes and regulations, and all other health and safety laws, regulations, ordinances, directives, and rules applicable to the City and the City's workplace; and
- b) The City retains the right to exert sufficient direction and control over the Consultant as is necessary to conduct the City's business and operations, without which the City would be unable to conduct its business operation(s), or else to comply with any applicable licensure, regulatory, or statutory requirements; and
- c) The City will confer with the Consultant regarding any concern or complaint involving his performance of the Services or conduct under this Agreement; and
- d) The City will not pay any wages, salaries, or other forms of direct or indirect compensation, including any employee benefits whatsoever, to Consultant.
- e) If the Consultant is injured while performing the Services to the City, the City and the Consultant will follow all federal and/or state mandated procedures and practices regarding injury claims and reporting.

Section 2.06. Obligations of the Consultant. Pursuant to this Agreement the Consultant, agrees and acknowledges:

- a) The Consultant will comply with any federal, state, and local law, and any associated regulations, applicable to Contractor, including but not limited to: the federal Patient Protection and Affordable Care Act ("ACA"); Title VII of the Civil Rights Act of 1964,

as amended ("Title VII"); the Americans With Disabilities Act of 1990 ("ADA"); the Age Discrimination in Employment Act ("ADEA"); the Equal Pay Act of 1963; the Civil Rights Acts of 1866 and 1871 (42 U.S.C. 1981); the Family and Medical Leave Act of 1993 ("FLA"); the Fair Labor Standards Act of 1938 ("FLSA"); the National Labor Relations Act; the Employee Retirement Income Security Act of 1974; the Illinois State Constitution; the Illinois Human Rights Act; and any other federal, state, or local law, statute, ordinance, order, regulation, policy or decision regulating wages and the payment of wages, prohibiting employment discrimination, or otherwise establishing or relating to rights of employees; and

SECTION 3 FEES PAYABLE TO CONSULTANT

Section 3.01. Fees. The City's sole financial obligation to the Consultant for the services provided under this Agreement is as follows: The City will pay the Consultant an amount equal to the base compensation for hours actually worked by the Consultant, as fully identified on **Exhibit A** or as may be amended, in writing, and executed by the Parties.

Section 3.02. Payment Method. Every two (2) weeks during the term of this Agreement, the Consultant will invoice the City in writing for the fees owed under this Agreement. Each invoice shall be accompanied by a certified statement of the hours worked by Consultant in the applicable two-week period and a description of the work performed during those hours. Within thirty (30) days following receipt of such invoice, along with all required supporting documentation, the City must dispute in writing or pay, in whole or in part, all invoiced amounts by check, wire transfer, or electronic funds transfer to the Consultant as designated on the invoice. Partial payment of any invoiced amount shall not constitute a waiver of the City's right to dispute any other invoiced amount. Late payments will be subject to all applicable interest payments or service charges provided by state or local law. In addition to charging interest or service charges provided by applicable law, the Consultant may, upon written notice to the City, suspend performance of services under this Agreement while any undisputed amount due is past due and remains unpaid.

SECTION 4 INSURANCE

Section 4.01. City General and Professional Liability Insurance. The City shall maintain in full force and effect at all times during the term of this Agreement a Comprehensive (or Commercial) General Liability insurance policy or policies (the "City Policy"), with minimum coverage in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate per annum. In the alternative, as applicable, the City may choose to maintain in full force and effect at all times during the term of this Agreement a self-insured retention ("SIR") which provides

the same minimum coverage limits as set forth above. In the event such SIR exists and applies to this Agreement, the City agrees to fully discuss the SIR's parameters with the Contractor and its relationship to the City Policy. At a minimum, the City Policy must insure against bodily injury and property damage liability caused by on-premises business operations, completed operations, and/or products or professional services and must provide non-owned automobile coverage.

Section 4.02. The Consultant's General and Professional Liability Insurance. The Consultant shall maintain in full force and effect at all times during the term of this Agreement a Comprehensive (or Commercial) General Liability and Professional Liability (if applicable) insurance policy or policies (the "Consultant Policies"), with minimum coverage in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate per annum. At a minimum, the Consultant Policies must insure against bodily injury and property damage liability caused by the Consultant's business operations; the Consultant's completed operations; the Consultant's products or professional services; and/or any actions or omissions of the Consultant. The City shall be named as an additional insured on all the Consultant Policies.

Section 4.03. Certificate of Insurance. Upon request of either Party, the other Party will promptly issue to the requesting Party one or more Certificates of Insurance, verifying that Party's compliance with the provisions of Sections 4.01 and 4.02, as applicable, as well as with any other insurance requirements contained within this Agreement.

Section 4.04. Automobile Liability Insurance. If the Consultant drives any City or personal vehicle for any reason in connection with the provision of the Services to the City, the City must maintain in effect automobile liability insurance insuring the Consultant and the City against liability for any bodily injury, death, and property damage as may be occasioned thereby.

SECTION 5

DURATION AND TERMINATION OF AGREEMENT

Section 5.01. Term and Effective Date. The Effective Date of this Agreement is the date that this Agreement is last signed by the City on the signature page (the "Effective Date") and the period during which the Consultant provides the Services to the City is defined as the ("Term"). The Term commences on the Effective Date and will continue to December 31, 2026 or until this Agreement is terminated in accordance with the remaining provisions of this Section 5. For the purposes of this Agreement, the date on which this Agreement expires and/or is terminated is the "Termination Date".

Section 5.02. Termination of Agreement for Failure to Pay Fees. If the City fails to timely pay the fees required under this Agreement, the Consultant may give the City written notice of his intent to terminate this Agreement for such failure. If such failure is remedied within ten (10) days following receipt of the written notice, the notice will be of no further effect. If such failure is not remedied within the ten (10) day period following receipt of the

written notice, the Consultant has the right to terminate the Agreement upon expiration of such remedy period.

Section 5.03. Termination of Agreement for Material Breach. If either Party materially breaches this Agreement, the non-breaching Party must give the breaching Party written notice of its intent to terminate this Agreement for such breach. If such breach is remedied within ten (10) days following receipt of the written notice, the notice will be of no further effect. If such breach is not remedied within the ten (10) day period following receipt of the written notice, the non-breaching Party has the right to immediately terminate the Agreement upon expiration of such remedy period.

Section 5.04. Termination by the City for Cause. The City may terminate this Agreement at any time for cause. Any termination for cause shall be immediate and shall take effect upon the date that the City gives written notice of termination for cause to the Consultant. For the purposes of this Section 5.04, "cause" shall include, but is not limited to:

- a) Consultant's personal dishonesty; and
- b) Consultant's willful misconduct; and
- c) Consultant's intentional failure to perform stated duties; and
- d) The Consultant's willful violation of any law, rule, regulation (other than traffic violations or similar offenses), final cease and desist order, or any other lawful order of any court or body of competent jurisdiction; and
- e) The Consultant's conviction of a crime or act involving moral turpitude, or any final judgment rendered in favor of any Workplace Employee and against the Consultant.

Section 5.05. Termination Without Cause by Written Notice. Either party may terminate this Agreement without cause upon thirty (30) days written notice. The City shall be responsible for the payment of all fees incurred and owed at the time of the written termination notice and shall have the option of having Consultant continue to provide services and complete outstanding projects during the thirty-day period. The City shall be responsible for payment of all fees incurred during the 30-day period following the written termination notice and properly invoiced in accordance with this Agreement.

SECTION 6

DISCLOSURE AND INDEMNIFICATION PROVISIONS

Section 6.01. Indemnification by the Consultant. To the extent permitted by law, the Consultant agrees to indemnify, defend, and hold the City, its elected and appointed officials, employees, agents, successors, and assigns (the "City Parties") harmless from and against all claims, liabilities, damages, attorney's fees, costs, and expenses ("Losses") (a) arising out of the Consultant's breach of its obligations under this Agreement, (b) related to the actions or conduct

of the Consultant or the Services provided during the term of this Agreement, (c) arising from any act or omission on the part of the Consultant, including but not limited to any tax liability that the City may incur as of the result of Consultant's failure to pay taxes as required in Section 2.01.

Section 6.02. Survival of Indemnification Provisions. The provisions of Section 6 survive and be enforceable beyond and after the expiration or termination of this Agreement.

SECTION 7

MISCELLANEOUS PROVISIONS

Section 7.01. Amendments. This Agreement may be amended at any time and from time to time, but any amendment must be in writing and signed by all the Parties to this Agreement.

Section 7.02. Binding Effect. This Agreement inures to the benefit of and binds the Parties and their respective heirs, successors, representatives, and assigns. Neither Party may assign its rights or delegate its duties under this Agreement without the express written consent of the other Party.

Section 7.03. Counterpart Execution. This Agreement may be executed and delivered in any number of counterparts, each of which will be an original, but all of which together constitutes one and the same instrument. This Agreement may be executed and delivered via facsimile or electronic mail.

Section 7.04. Entire Agreement. This Agreement constitutes the entire agreement between the Parties regarding the Consultant and the Services to be rendered by Consultant to the City and contains all the terms, conditions, covenants, stipulations, understandings, and provisions agreed upon by the Parties. This Agreement supersedes and takes precedence over all proposals, memorandum agreements, tentative agreements, and oral agreements between the Parties, made prior to and including the Effective Date of this Agreement not specifically identified and incorporated in writing into this Agreement. No agent or representative of either Party has the authority to make, and the Parties will not be bound by or liable for, any statement, representation, promise, or agreement not specifically set forth in this Agreement which relate to the services to be rendered under this Agreement.

Section 7.05. Further Assurances. The Parties will execute and deliver any and all additional papers, documents, and other assurances and do any and all acts and things reasonably necessary in connection with the performance of their obligations under this Agreement.

Section 7.06. Number and Gender. Whenever the context herein so requires, the masculine, feminine, or neuter gender and the singular and plural number include the other.

Section 7.07. Section Headings. Section and other headings contained in this Agreement are for reference purposes only and do not affect in any way the meaning or interpretation of this Agreement.

Section 7.08. Severability. If any part or condition of this Agreement is held to be void, invalid or inoperative, such shall not affect any other provision hereof, which will continue to be effective as though such void, invalid or inoperative part, clause or condition had not been made.

Section 7.09. Waiver of Provisions. The failure by one Party to require performance by the other Party shall not be deemed to be a waiver of any such breach, nor of any subsequent breach by the other Party of any provision of this Agreement. Such waiver shall not affect the validity of this Agreement, nor prejudice either Party's rights in connection with any subsequent action. Any provision of this Agreement may be waived if, but only if, such waiver is in a writing signed by the Party against whom the waiver is to be effective.

Section 7.10. Confidentiality. Each Party will protect the confidentiality of the other's records and information and must not disclose confidential information without the prior written consent of the other Party. This Section shall not be interpreted or construed to limit the application of (i) the Illinois Freedom of Information Act (5 LCS 140/1, et seq.) ("FOIA") to this Agreement or any documents and records related hereto or (ii) Section 8.11, infra. The provisions of this Section 8.10 are intended and shall be deemed to survive the expiration or termination of this Agreement.

Section 7.11. FOIA. In executing this Agreement, the Consultant acknowledges and understands that the City is a municipal corporation that is a "Public Body" subject to the requirements of FOIA. The Consultant further acknowledges, understands, and agrees that FOIA may operate to require the City to disclose this Agreement and/or any other records or documents related hereto to a third party making a request under FOIA. If the City receives any FOIA request for any record related to this Agreement, the City shall notify the Consultant of said request as soon as practicable. Upon receipt of such notice, the Consultant may either agree to the City's disclosure of the requested records or may demand in writing that the City redact or withhold said records pursuant to this Agreement, provided that any such demand must have a reasonable basis in existing law (including but not limited to the exemptions set forth in FOIA); the City reserves the right to disclose records over the Consultant's objection if it determines, in its sole discretion, that there is no reasonable basis in law to withhold or redact said records. In the event that the Consultant agrees to the City's disclosure of records, or if the Consultant fails to respond to the City in a reasonably timely manner prior to the City's deadline to respond to the FOIA request, the Consultant hereby releases, waives, and holds harmless the City from any and all injuries, claims of damage, or other liabilities as may be incurred by the Consultant as a result of such disclosure. In the event that the Consultant demands, in writing, that the City redact or withhold any record(s), the Consultant hereby agrees to defend, indemnify, and hold harmless the City from and against any and all claims, damages, liabilities, injunctions, fees, fines, penalties, or any other costs, however described, as may be incurred by or assessed against the City because of the redactions or withholding of

records demanded by the Consultant. Further, in the event that the City redacts or withholds any record after a written demand made by the Consultant pursuant to this Section and such redaction or withholding results in any appeal, review, claim, or other litigation before any judicial or administrative body of competent jurisdiction (specifically including, but not limited to, the Public Access Counsellor in the Office of the Illinois Attorney General), the Consultant agrees to reimburse the City for all costs and expenses, including but not limited to any and all reasonable attorneys' fees, incurred by City in defense of such appeal, review, claim, or other litigation. The provisions of this Section 7.11 are intended and shall be deemed to survive the expiration or termination of this Agreement.

Section 7.12. Governing Law; Choice of Forum. This Agreement will be governed by and construed in accordance with the laws of the State of Illinois, without the application of any of that state's conflicts of laws principles. By executing this Agreement, the Parties hereby submit to the sole and exclusive personal and subject matter jurisdiction of the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois. To the extent permitted by law, the Parties hereby agree (i) that any claim or dispute between the Parties arising out of this Agreement shall be brought only in said court, (ii) to waive any and all lights that they have or may hereinafter acquire to file any motion to dismiss for want of jurisdiction in said court, (iii) to waive any and all rights that they have or may hereinafter acquire to seek removal of any such claim to any federal court, and (iv) to waive any and all rights that they have or may hereinafter acquire to file any motion seeking to change the venue of any such claim or dispute to any other court, including but not limited to filing any motion based on *forum non conveniens*. The provisions of this Section 7.12 are intended and shall be deemed to survive the expiration or termination of this Agreement.

Section 7.13. Attorneys' Fees. The Parties agree that, in the event of litigation in relation to this Agreement, each Party shall bear and be solely responsible for its own costs and attorneys' fees. The provisions of this Section 7.13 are intended and shall be deemed to survive the expiration or termination of this Agreement.

Section 7.14. Force Majeure. The Consultant will not be responsible for failure or delay in performance of the services to the City if the failure or delay is caused by labor disputes and strikes, fire, riot, terrorism, acts of nature or of God, or any other causes beyond the control of the Consultant.

Section 7.15. Non-Disparagement. The Consultant agrees that he will not at any time whether during or after the Term of this Agreement, make, publish, or communicate to any person or entity or in any public forum any defamatory or disparaging remarks, comments, or statements concerning the City, its elected and appointed officers, or any of its employees, agents, or representatives. This Section 7.15 does not in any way restrict or impede the Consultant from exercising any protected rights to the extent that such rights cannot be waived by agreement or from complying with any applicable law or regulation or a valid order of a court of competent jurisdiction or an authorized government agency, provided that such compliance does not exceed that required by the law, regulation, or order. The Consultant shall promptly provide

written notice of any such order to the City. The provisions of this Section 7.15 are intended and shall be deemed to survive the expiration or termination of this Agreement.

SECTION 8 NOTICES

Section 8.01. Notices. All Notices given under this Agreement must be written and may be given by personal delivery; first class U.S. Mail; registered and certified mail, return receipt requested; overnight delivery service; or electronic mail.

Notices will be deemed received at the earlier of actual receipt or three (3) calendar days from the mailing date. Notices must be sent to the Parties at their respective addresses shown below. A Party may change its address for notice by giving written notice to the other Party.

If to the Consultant: Ronald Mentzer
27w740 Greenview Avenue, Warrenville, IL 60555
Email: rmentzer@scptnrs.com

If to the City: Mayor Raymond Soliman
City of Crest Hill
20600 City Center Boulevard, Crest Hill, IL 60403
Email: RSoliman@cityofcresthill.com

IN WITNESS WHEREOF, the Parties executed this Agreement on the Effective Date, which is the date this Agreement is last signed by the City.

Ronald Mentzer

_____, Date: _____

The City of Crest Hill

_____, Date: _____

By: Mayor RAYMOND SOLIMAN

EXHIBIT A

CONSULTANT SCOPE OF SERVICES AND BASE COMPENSATION

CONSULTANT: Ronald Mentzer

TERM OF ENGAGEMENT: From May 4, 2026, to December 31, 2026

SCOPE OF SERVICES: The Consultant will provide municipal community development, economic development, tax increment financing, organizational and operational efficiency, staff development, and other management consulting services focused on:

1. Ensuring contiguity in the City of Crest Hill Community Development Department operations.
2. Providing project review and City approval process support on significant current (and future) development projects and proposals, including but not limited to the following, which will enable the new Community and Economic Development Director to focus meaningful time on City economic development efforts:
 - Seasons of Crest Hill Luxury Apartment complex near Renwick and Weber Road;
 - Development of the remaining Heidner property at the northwest corner of Weber Road and Division Street;
 - Midwest Industrial Fund's (MIF) development of a 150,000+ sq. ft. industrial/warehouse/office building at the south end of Advantage Drive;
 - Mather/USCD Annexation and Development of property along Weber Road;
 - Quik Trip development on the former Crest Hill City Hall property;
 - Any other future developments submitted during the term of this Agreement and as assigned by the Community and Economic Development Director.
3. Transferring institutional knowledge regarding City regulations, review and approval processes, staffing, and operational challenges and opportunities to the new Community and Economic Development Director.
4. Assisting with text amendments and development process changes within the Community and Economic Development Department.
5. Assisting with developer connections, meetings, initial TIF discussions, and other economic development initiatives.

BASE COMPENSATION:

\$115.00 per hour for hours worked. Work hours shall be approved by the Community and Economic Development Director. The maximum number of hours per week shall be twenty-four (24), and Total Compensation for the term of the Agreement shall not exceed \$50,000, unless otherwise authorized by the Mayor and City Council.

Signature Page to Follow

RONALD MENTZER

Date: _____

THE CITY OF CREST HILL

By: RAYMOND SOLIMAN

Its: Mayor

Date: _____

DRAFT



Agenda Memo

Crest Hill, IL

Meeting Date:	April 27, 2026
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Resolution approving a professional service agreement for design services for the Lincoln Ave. and Crestwood Dr. watermain replacement and roadway rehabilitation improvement by and between the city of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd for a cost of \$89,7975.00.

Summary: Engineering is presenting a proposal for consideration by council to approve an agreement for design services by Christopher B. Burke Engineering, Ltd. to prepare preparing bid documents and plans for the replacement of the existing water main and roadway rehabilitation. The locations are as follows:

- Lincoln Avenue from Imperial Drive to Eldorado Dr.-Roadway Rehabilitation.
- Crestwood Dr. from North of Root St. to Lynwood Dr.-Water Main Replacement and Roadway Rehabilitation.

The Crestwood Drive location is included in the list of the 10 locations identified to be replaced in order to maintain water losses less than 10% which is a requirement of the IEPA to receive the Lake Michigan Water Supply.

Bid documents and construction estimates will be prepared for each project location and budgetary construction costs will be determined for future city budget discussions.

Attached is an agreement from Christopher B. Burke Engineering, Ltd to provide professional design services. These services will include the following:

- Full topographic survey.
- Data collection and review.
- Collection of pavement cores and preparation of a geotechnical report.
- CCDD soil disposal evaluation.

- Utility coordination.
- Preparing and receiving approval of required permits for the project (IEPA, county and state).
- Preparation of water main and roadway rehabilitation plans and specifications.
- Complete stormwater analysis to extend the existing main drain storm sewer from Crestwood Dr. to Imperial. Currently there are no drainage structures east of Cedarwood Dr for the area bounded by Imperial Dr., Root St, Lincoln Ave and Lynwood.
- Prepare bid documents.
- Prepare estimate engineering construction cost estimates.
- Quality assurance/quality control and constructability reviews
- Project administration and management.
- Perform field inspections and attend project meeting.
- Provide support during the bidding process.

Construction Engineering has not been negotiated at this time, but will be once the project is ready for bid. Once the construction engineering scope and fee are determined, an agreement will be presented to the City Council for review and approval.

The project schedule is to have the entire bid package ready for bidding by the end of the year with construction anticipated in 2027, if funds are available.

Recommended Council Action: Resolution approving a professional service agreement for design services for the Lincoln Ave. and Crestwood Dr. watermain replacement and roadway rehabilitation improvement by and between the city of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd for a cost of \$89,7975.00

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: \$235,000.00

Cost: \$89,975.00

Attachments:

RESOLUTION-Lincoln and Crestwood Dr. WM and roadway Rehab

Exhibit A-Crest Hill Lincoln and Crestwood WM Design.pdf

RESOLUTION NO. _____

**A RESOLUTION APPROVING A PROFESSIONAL SERVICE AGREEMENT FOR
DESIGN SERVICES FOR THE LINCOLN AND CRESTWOOD DR. WATER MAIN
REPLACEMENT AND ROADWAY REHABILITATION IMPROVEMENT BY AND
BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND
CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR AN AMOUNT OF \$89,975.00**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Christopher B. Burke, Ltd. (the "COMPANY"), is an entity that is in the business of providing design engineering services, including Preparation of Final Plans and Bid Documents, geotechnical investigations, and all collateral work (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR Lincoln and Crestwood Dr Water Main Replacement and Roadway Rehabilitation Improvement-Design Engineering Services (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$89,975.00 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 4TH DAY MAY, 2026.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderperson Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 4TH DAY OF MAY, 2026.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



Exhibit A

Item 1.

CHRISTOPHER B. BURKE ENGINEERING, LTD.

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

March 13, 2026

City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

Attention: Ron Wiedeman, PE – City Engineer

Subject: Professional Engineering Services Proposal for Final Design
Lincoln Avenue and Crestwood Drive Water Main Replacement
Crest Hill, Illinois

Dear Mr. Wiedeman:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to provide this proposal for professional design engineering services for Lincoln Avenue and Crestwood Drive Water Main Replacement in the City of Crest Hill. Included in this proposal are our Understanding of the Assignment, Scope of Work and Estimated Fee.

UNDERSTANDING OF THE ASSIGNMENT

The scope of this proposal will include final engineering design of a water main replacement and resurfacing of the existing roadway along Lincoln Avenue from Eldorado Drive to Imperial Drive (approximately 1,500 feet) and along Crestwood Drive from Lynwood Drive to the north end (approximately 700 feet). The project will include new water main, valve vaults, fire hydrants, water service connections, HMA pavement patching, concrete repairs, pavement resurfacing, and restoration.

CBBEL assumes that new water service boxes will be provided for all existing services, and new public water services will be installed from the new water main to the new water service boxes near the existing roadway right-of-way. We understand that lead services are not known to exist in Crest Hill and therefore, lead service replacements are not anticipated. This proposal includes obtaining Water Main Construction and NPDES permits from IEPA.

The scope of this proposal includes topographic survey, geotechnical investigation and LPC-663 analysis, utility coordination, final engineering design, preparation of construction plans, specifications, and Engineer's Opinion of Probable Cost, IEPA permitting, and bidding assistance.

SCHEDULE

This proposal assumes that notice to proceed will be issued in March 2026. Engineering design and permitting will be completed by the end of 2026, so the project can be bid in early 2027 with construction starting in Spring 2027.

SCOPE OF WORK

Task 1 – Project Survey and Base Sheets: CBBEL surveying staff will provide the following services to complete a topographic survey for the project limits, including 25 feet of survey on all side streets.

The scope of CBBEL's survey effort will include:

1. Horizontal Control: Utilizing state plane coordinates, CBBEL will set recoverable primary control utilizing state of the art GPS equipment based on Will County Control Monumentation.
2. Vertical Control: CBBEL will establish benchmarks and assign elevations to the horizontal control points. This will be based on GPS observed Will County Control Monumentation (NAVD'88 vertical control datum).
3. Existing Right-of-Way: CBBEL will establish the approximate existing right-of-way of the roadways within the project limits based on monumentation found in the field, plats of highways, subdivision plats and any other available information.
4. Topographic Survey: CBBEL will field locate all pavements, driveways, curb and gutters, pavement markings, signs, manholes, utility vaults, drainage structures, utilities, driveway culverts, cross-road culverts, etc. within the project limits.
5. Cross Sections: CBBEL will survey cross sections along the project limits at 50' intervals, at driveways, and at all other grade controlling features. Survey will be obtained for 10 feet beyond the existing right-of-way line.
6. Utility Survey and Coordination: All existing storm and sanitary sewers will be surveyed to determine rim and invert elevations and pipe sizes. Above ground facilities of any additional underground utilities, including water main, gas, electric, cable, etc., will also be located.
7. Tree Survey: CBBEL will locate all trees over 6" inches in diameter within the existing right-of-way and ultimately the proposed right-of-way for the project in order to assess potential tree impacts, if any, associated with the project. The located trees will be identified by type (deciduous or coniferous) and the size and condition determined as appropriate.
8. Base Mapping: CBBEL will compile all of the above information onto base maps at 1"=20' scale that is representative of existing conditions for use as the base sheet for the construction of any public or private improvements.

Task 2 – JULIE Utility Survey: CBBEL will coordinate with utility owners and with JULIE to retrieve atlas information for all applicable underground utilities including water main, gas, electric, cable, etc. CBBEL will compile all utility atlas information into the base map. Locations of existing utilities/improvements/systems shown on the base map will be the compilation of available utility plans provided by utility owners and JULIE utility coordination.

Task 3 – Geotechnical Investigation and LPC-663 Analysis: CBBEL's subconsultant, Seeco Consultants (Seeco), will obtain two (2) soil borings to determine the existing cross section of the pavements and subsurface soil conditions within the project area. Borings will be drilled to a depth of approximately ten (10) feet. Seeco will prepare a report describing existing soil conditions and make recommendations for remediation. The report will be performed by a soils engineer and reviewed by CBBEL.

The soil will also be tested for potential contaminants. Seeco will perform investigation and testing work necessary to substantiate completion of IEPA Form LPC-663 for the City to use during construction. This work will include collection/preservation and testing of soil samples.

Task 4 – Utility Coordination: Based on existing utility information obtained and drafted under a separate contract, CBBEL will provide preliminary plans to the utility companies to verify their locations and confirm any potential conflicts. CBBEL will identify potential conflicts and coordinate any relocations if necessary.

Task 5 – Pre-Final Plans, Specifications and Estimate (75%): CBBEL will prepare pre-final contract documents consisting of plans, specifications, estimate of time, status of utilities to be adjusted and an estimate of construction cost. The plans will be prepared in accordance with City and IDOT design criteria.

CBBEL will use IDOT standard pay items or City standard special provisions where applicable. Otherwise, project-specific special provisions will be written as needed. Plans, special provisions, and the estimate of cost will be submitted to the City and any review agencies for review.

The following sheets and associated hours will be required:

Sheet	# of Sheets	Hours per Sheet	Hours
Title Sheet	1	0	0
General Notes/Summary of Quantities	1	0	0
Alignment, Ties and Benchmark Sheets (1"=50')	2	4	8
Typical Sections	1	8	8
Existing Conditions and Removals Plan (1"=20')	3	12	36
Water Main Plan and Profile (1"=20')	5	20	100
Construction Details	2	0	0
QC/QA and Constructability Reviews	--	--	8
Specifications	--	--	24
Cost Estimate/Quantities	--	--	40
TOTAL	15		224

Task 6 – IEPA Water Main Construction Permitting: CBBEL will prepare and submit separate IEPA Water Main Construction Permit applications for water main improvements. CBBEL will make revisions to plans and specifications based on comments received by IEPA.

Task 7 – Preparation of Storm Water Pollution Prevention Plan (SWPPP): CBBEL will prepare and submit separate Notices of Intent (NOI) to the IEPA. In addition, CBBEL will prepare SWPPPs in accordance with Part IV of the General NPDES Permit No. ILR10. Please note that completion of this task will require input from the project engineer and signed certification statements from all contractors, subcontractors, and the operator as identified in the SWPPP. This task also covers the submittal of electronic copies of the SWPPP to the IEPA. As required by the NPDES Phase II Storm Water Construction General Permit (ILR10), an up-to-date copy of the SWPPP must be maintained on the project site during construction activities.

Task 8 – Final Plans, Specifications and Estimate (100%): CBBEL will make revisions to the pre-final submittal based on City and any review agency final review comments. The requested number of copies of plans and specifications will be submitted the City and any review agencies for their files. Final estimates of cost and estimates of required working days will also be submitted. In addition to printed copies, we will provide the plans, specifications and estimate to the City in electronic format (CAD and PDF).

CBBEL will provide final reproducible drawings and specifications to be issued electronically to prospective bidders.

Task 10 – Bidding Assistance: CBBEL will attend the bid opening, tabulate the bids and make recommendations to the City, prepare contracts for the successful bidder, and attend the preconstruction meeting.

Task 11 – Project Coordination and Meetings: CBBEL will coordinate with the City and project stakeholders throughout the design and permitting of the project. In addition to phone conversations and written and electronic coordination, it is anticipated that up to one (1) project coordination meeting will be held with City staff.

CBBEL will prepare agendas, presentations and meeting exhibits as requested by the City. Following attendance at each meeting, CBBEL will prepare meeting summaries.

This proposal assumes that no public involvement will be required during the final design of this project.

ESTIMATE OF FEE

We have determined the following fees for each of the tasks described in this proposal.

Task	Fee
Task 1 – Project Survey and Base Sheets	\$ 13,350
Task 2 – JULIE Utility Survey	\$ 2,580
Task 3 – Geotechnical Investigation and LPC-662/663 Analysis	\$ 7,415
Task 4 – Utility Coordination	\$ 6,860
Task 5 – Pre-Final PS&E (75%)	\$ 27,960
Task 6 – IEPA Water Main Construction Permitting	\$ 2,580
Task 7 – Preparation of SWPPP	\$ 6,560
Task 8 – Final Plans, Specifications and Estimate (100%)	\$ 12,720
Task 9 – Bidding Assistance	\$ 3,640
Task 10 – Project Coordination and Meetings	\$ 6,160
Direct Costs	\$ 150
TOTAL NOT-TO-EXCEED FEE: \$ 89,975	

We will bill you at the hourly rates specified on the attached Schedule of Charges. We will establish our contract in accordance with the attached previously agreed to General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the Fee Estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. It should be emphasized that any requested additional services that are not included in the preceding Fee Estimate will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Michael E. Kerr, PE
President

Encl. Schedule of Charges
Crest Hill General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS ACCEPTED FOR CITY OF CREST HILL:

BY: _____
TITLE: _____
DATE: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
EFFECTIVE JANUARY 1, 2026 THROUGH DECEMBER 31, 2026

<u>Personnel</u>	<u>Hourly Rate</u>
Engineer VI	290
Engineer V	250
Engineer IV	215
Engineer III	190
Engineer I/II	165
Survey V	250
Survey IV	235
Survey III	215
Survey II	170
Survey I	145
Engineering Technician V	230
Engineering Technician IV	205
Engineering Technician III	150
Engineering Technician I/II	135
CAD Manager	225
CAD Technician II	165
CAD Technician I	145
GIS Specialist III	190
GIS Specialist I/II	165
Landscape Architect II	215
Landscape Architect I	190
Landscape Designer III	165
Landscape Designer I/II	130
Environmental Resource Specialist V	250
Environmental Resource Specialist IV	205
Environmental Resource Specialist III	175
Environmental Resource Specialist I/II	150
Environmental Resource Technician	150
Business Operations Department	170
Project Specialist	125
Engineering Intern	95
Transportation Planner VI	290
Transportation Planner V	250
Transportation Planner IV	215
Transportation Planner III	190
Transportation Planner I/II	165
Communications V	220
Communications IV	195
Communications III	170
Communications I/II	150

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

These rates are in effect until December 31, 2026, at which time they will be subject to change.

CHRISTOPHER B. BURKE ENGINEERING, LTD.
GENERAL TERMS AND CONDITIONS WITH THE CITY OF CREST HILL

1. Relationship Between Engineer and Client: Christopher B. Burke Engineering, Ltd. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.
Furthermore, causes of action between the parties to this Agreement pertaining to acts of failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.
Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.

4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall

immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order.

Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine-readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

The Engineer ~~also~~ reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and

against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary. For the purposes of this Agreement, the parties acknowledge that such information shall be confidential and proprietary and shall not be used by Engineer for any purpose without Client's written consent.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.
10. Indemnification: Engineer shall indemnify and hold harmless Client from loss or expense, including reasonable attorney's fees for claims for personal injury (including

death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error or omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law & Dispute Resolutions: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

The validity, construction and interpretation of this Agreement shall be governed by the laws of the State of Illinois without regard to the conflict of law provisions. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to this Agreement shall be only litigated in the Circuit Court, Twelfth Judicial Circuit, Will County, Illinois. Each party hereby consents and submits to personal jurisdiction in the State of Illinois and waives any right such party may have to transfer the venue of any such action of proceeding.

13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments, or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by

Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.

21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed

operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.
26. Payment: Client shall be invoiced once each month for work performed during the preceding period. Payment shall be made by the Client according to the terms and provisions of the Illinois Prompt Payment Act, Engineer will provide to the Client a detailed statement of tasks performed by it and reimbursement for expenses, if any. The maximum interest rate under this Section shall be the amount set forth in the Act.

Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client.

27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

28. **Job Site Safety/Supervision & Construction Observation:** The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.

Revised 121222

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Agenda Memo

Crest Hill, IL

Meeting Date:	April 27, 2026
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Staff is requesting, the Council approval to move forward and finalize a contract with V3 Companies, Ltd. to perform Professional Construction Engineering Services for the Capital and Water Improvements in the 2027 budget. Once the agreement is completed staff will bring the agreement to the Council for final contract approval for a cost of \$646,245.04.

Summary Being presented for consideration by council is the approval of staff's recommendation for a professional engineering firms to assist the City in completing construction engineering (Phase III) for the 2026 construction season (Starting May 2026).

The City of Crest Hill sent out a Request for Proposals (RFP) on January 23, 2026 inviting professional engineering firms to respond to the RFP. The RFP outlined the requirements of the proposal and provided a list of anticipated improvements for the 2026 Construction season. All improvements listed have been included in the 2027 budget.

The RFP outlined that all improvements will be funded through City or MFT funds. Therefore, all work must be performed in accordance with Federal Highway Administration (FHWA) and Illinois Department of Transportation (IDOT) guidelines. As part of the selection process, interested consultants are required to submit a Statement of Qualifications to perform the requested work.

The RFP defined how the selection of the firm was to be determined. The selection criteria and weighing for project selection shall be as follows:

- Project Understanding and Approach (20%)
- Similar Project Experience 20%
- Past Performance (30%)
- Project Team 20%
- IDOT Pre-Qualifications (5%)
- Overall Completeness of Submittal (5%)

The most qualified firm with the highest score would be selected.

Firms who submit were also required to provide a block of hours for a total fee to provide for the requested phase III services for improvements/work stated under items 1-12 as listed in the anticipated Improvements for 2026 Construction Season list provided.

They were also required to provide an hourly rate per hour for any work up and above the block of hours provided. This was requested to provide the staff the ability to add additional work for unknown items that might come up during this budget period.

The RFPs were reviewed, evaluated and scored using the criteria and weights defined above. The scoring was performed by City Administer, and Director of Public Works Director and Engineering. Each individual in the selection committee scored the tests independently based on the submitted RFQs and the City's Quality Based Selection Policy and Procedure. The scores from each selection committee member were averaged and the results of each firm and their ranking are attached.

The consultant receiving the highest averaged score was V3, Companies, Ltd. with Christpher B Burke Engineering Ltd., Ltd. coming in second and Primera coming in third.

V3, Companies will provide 4130 manhours for a cost of \$646,245.04 to provide construction engineering services. The team they put together is a seasoned and experienced staff who have existing experience working in the City and will be providing a lead project manager is that is very knowledgeable. His communication skills with the city staff and residents have been excellent on past project he has worked on with the city.

Recommended Council Action: Staff is requesting, the Council approval to move forward and finalize a contract with V3 Companies, Ltd. to perform Professional Construction Engineering Services for the Capital and Water Improvements in the 2027 budget. Once the agreement is completed staff will bring the agreement to the Council for final contract approval for a cost of \$646,245.04.

Financial Impact:

Funding Source: Capital Projects & Water Fund

Budgeted Amount: 1,200,971.00 [\$408,600 (CP) & \$792,371.00 (WF)]

Cost: \$646,245.04

Attachments:

2025-2026 CE Costs by Contract

List of Anticipated Improvements for 2026 Construction Season

Final Committee Scoring

<u>Tasks</u>	<u>CE 2025-Costs</u>	<u>CE 2026-Costs Adjusted/Proposal</u>
Oakland Ave, Phase 1	\$193,314.00	
Innercircle, Phase 1	\$69,843.00	
Oakland Ave, Phase 2		\$200,000.00
Imperial Dr.		\$185,000.00
Innercircle, Phase 2		\$178,000.00
Division		\$156,000.00
Hillcrest	\$224,410.00	
Yearly Street Rehab Program	\$68,235.00	\$75,600.00
CIPP WM Lining	\$178,500.00	\$189,371.00
Theodore Retaining Walls	\$50,000.00	\$20,000.00
Misc for Layout, Patching, Sidewalk, etc.	\$53,000.00	\$21,000.00
Caton Farm Rd WM Install	\$133,200.00	
Caton Farm Rd Over CN RR Bridge Repairs		\$112,000.00
Misc Projects (McGilvray and Lidice Widening)		\$12,000.00
Well 8 Generator Replacement		\$25,000.00
Jasmine Ditch Regrading		\$12,000.00
Chemical Feed Improvement	\$33,900.00	
Duel B-Box Replacement		\$15,000.00
Total =	\$1,004,402.00	\$1,200,971.00

Water Fund \$792,371.00
Capital Fund \$408,600.00

Check= \$1,200,971.00

List of Anticipated Improvements for 2026 Construction Season

1. Imperial Water Main and Storm Water Improvement.
 - a. EEOPCC-\$900,000.00 (City Funded).
 - b. Inspection, Documentation, Project Coordination, Pay Requests, Shop Drawing Review, Etc.
 - c. Estimated Construction Start Date: Early July 2026
 - d. Estimated time for completion: 3-4 months
2. Oakland Ave Water Main Improvement
 - a. EEOPCC-\$2,000,000.00 (City Funded).
 - b. Inspection, Documentation, Project Coordination, Pay Requests, Shop Drawing Review, Etc.
 - c. Estimated Construction Start Date: Mid-May 2026
 - d. Estimated time for completion: 4-6 months
3. Innercircle Water Main Improvement.
 - a. EEOPCC-\$1,200,000.00 (City Funded).
 - b. Inspection, Documentation, Project Coordination, Pay Requests, Shop Drawing Review, Etc.
 - c. Estimated Construction Start Date: August 2026
 - d. Estimated time for completion: 4-6 months
4. Water Main Lining-Theodore.
 - a. EEOPCC-\$4,000,000.00 (IEPA Loan)
 - b. Inspection and Field Documentation.
 - c. IEPA Project-Design Consultant will handle Pay Requests; RFI's.
 - d. Estimated Construction Start Date: August 2026
 - e. Estimated Time for Completion-6 months
5. Dual B-Box Water Service Replacement with two separate services-Raynor.
 - a. \$150,000 budget (City Funded).
 - b. Inspection and coordination only.
 - i. Scope of work -Single B-box is connected to two separate water services feeding a duplex. Contractor will be removing old services lines and B-box and replacing them with two separate water services for each unit. It is estimated that budget will only allow 10 out of 40 units to be completed this year.
 - ii. Limited inspections and quality verification; city and resident coordination, Photograph/document work completed.
 - c. Estimated Construction Start Date: June 2026
 - d. Estimated time for completion-60 days

6. Division Street Roadway Widening and Reconstruction.
 - a. Construction Cost-\$2,045,000.00 (City Funded).
 - b. Full-time Construction Services.
 - c. Estimated Construction Start Date: May 2026
 - d. Estimated time for completion: 6 months
7. City Wide Street Program.
 - a. Construction Cost-\$1,600,000.00 (City Funded).
 - b. Limited Inspection, layout (concrete, limits, patching, etc.), project coordination.
 - c. Anticipated Construction Start Date: July 2026.
 - d. Estimated Time for Completion-90-120 Days
8. Caton Farm Road Over CN RR-New Bridge Deck and Substructure Repair.
 - a. EOPCC-\$700,000.00 MFT and City Funded).
 - b. Full-Time Construction Services.
 - c. Estimated Construction Start Date: June 2027
 - d. Estimated Time for Completion- 90 Days
9. McGilvray Widening
 - a. EOPCC-\$100,000.00. (City Funded)
 - b. Limited Inspection, layout (concrete curb and gutter, and pavement widening), project coordination.
 - c. Estimated Construction Start Date: September 2026.
 - d. Estimated time for Completion-30 days
10. Churnovic and Lidice Parkway Radius Improvement.
 - a. EOPCC-\$150,000.00.(City Funded)
 - b. Limited Inspection, layout (concrete curb and gutter, sidewalk and driveway, removals), project coordination.
 - c. Estimated Construction Start Date: September 2026
 - d. Estimated time for completion-30 days
11. Theodore Block Retaining Wall Replacement Improvement
 - a. EOPCC-\$120,000 (City Funded)
 - b. Limited Inspection, layout (concrete curb and gutter, sidewalk and driveway, removals), project coordination.
 - c. Estimated Construction Start Date: October 2026
 - d. Estimated time for completion-30-60 days
12. Miscellaneous Items
 - a. Determine quantities of removal and replacement of various items (patching, sidewalk, driveway, curb and gutter) to be included in city concrete flatwork or roadway rehabilitation contracts).

- b. Provide field staff for construction coordination of crack sealing and pavement marking restoration. Construction documents prepared by Others.

Possible City Late Season Improvements, if funding is available

13. City Center Municipal Plaza, Phase 1

- a. EEOPCC \$1-1.5 Million
- b. Scope Installation of underground utilities, grading, parking lot Construction
- c. Inspection, documentation and project coordination (Part time)
- d. Estimated Construction Start Date: September-October 2026
- e. Estimated time for completion-6 months

Note: Estimated construction start dates and completion times are only estimates at the time of the preparation of this RFP and could change based on city funding and contractor's schedules.



City-Wide Phase III Services-2026

Ranking	Team		Ron Score	Gary Score	Blaine Score	Final Avg. Score Score	Manhours	Fee
1	V3 Companies, Ltd		98	95	97	96.7	4130	\$646,245.04
2	CBBEL		97	83	96	92.0	5245	\$820,580.00
3	Primera		95	73	90	86.0	3970	\$528,705.00



Agenda Memo

Crest Hill, IL

Meeting Date:	04-27-26
Submitter:	Police Chief Edward Clark
Department:	Police Department
Agenda Item:	Approval Request of a Special Event Police Services Agreement with Palladin Productions LLC

Summary: I was approached by Robert Demakis, Assistant Location Manager for Palladin Productions regarding filming a scene for a the T.V. pilot “American Blue” on May 1, 2026. The scene will be filmed near Merichka’s restaurant. The event will require traffic control on Theodore Street and temporary parking restrictions on Oakland Avenue, Clement Street and Stern Avenue, to allow film equipment and vehicles to stage. Demakis is requesting police services from 7 PM until midnight. Four officers and four vehicles are requested.

Recommended Council Action: Approval of Special Event Police Services Agreement with Palladin Productions LLC with formal approval commencing at the May 4, 2026 City Council meeting.

Financial Impact: None

Funding Source:

Budgeted Amount:

Cost: None

Attachments: Arial Map of film location and parking restrictions

SEPS Agreement

EXHIBIT A

SPECIAL EVENT POLICE SERVICES AGREEMENT

This Agreement (“Agreement”) is made this **THURSDAY, APRIL 23, 2026** (“Effective Date”), between the CITY OF CREST HILL (“City”), an Illinois Municipal Corporation at 20600 City Center Blvd., Crest Hill, Illinois, and **PALLADIN PRODUCTIONS LLC** (“ORGANIZATION”) located at **3355 W. 31ST ST. CHICAGO IL 60623** (collectively, the “Parties”).

WHEREAS, City is empowered to provide for the health, safety and welfare in the City of Crest Hill; and

WHEREAS, pursuant to the Illinois Municipal Code, 65 ILCS 5/11-1-1, et seq., “the corporate authorities of each municipality may pass and enforce all necessary police ordinances” through its sworn law enforcement officers (each law enforcement officer an “Officer”); and

WHEREAS, pursuant to the Illinois Municipal Code, 65 ILCS 5/7-4-8, the police of any municipality may exercise their police power in any adjoining municipality; and

WHEREAS, the ORGANIZATION desires to contract with the CITY to provide law enforcement services and assist in providing for safety, security and order for its event on **FRIDAY, MAY 1st, 2026** at **INTERSECTION OF THEODORE ST & OAKLAND AVE.** from **7:00PM** to **12:00AM (MIDNIGHT)** (“Special Event”); and

WHEREAS, City desires to outline the circumstances in which it will allow its Officers to participate in Special Event Policing.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth in this Agreement, the Parties agree as follows:

1. SERVICES:

1.1 CITY shall assign Officers to Special Events to perform police patrols and law enforcement duties (“Services”). The Services shall only encompass duties and functions customarily rendered by CITY and Officers assigned to ORGANIZATION shall at all times be subject to the control and direction of CITY.

1.2 Each Officer shall dress in the standard law enforcement uniform issued by the CITY, to include all necessary and required accoutrements that are authorized by the CITY and customarily worn by officers, such as a registered firearm, radio, vest, safety equipment, etc.

1.3 ORGANIZATION shall not exercise control over Officer's enforcement of laws and Officers shall not enforce any rules and regulations that are not otherwise violations of the law,

as determined by Officer and CITY. Officers shall be subject to, and shall abide by, all City and departmental rules and regulations as well as complying with all local, state and federal laws.

1.4 CITY may, in its sole discretion, interrupt Officer's Services in the event of emergencies and other exigent circumstances outside the scope of this Agreement. Such interruption or termination of Services shall not be considered a breach of this Agreement. ORGANIZATION shall only be obligated to pay for the amount of time Officer was present at Special Event.

2. TERM AND TERMINATION: This Agreement shall become effective on the Effective Date and shall remain in force until otherwise canceled by the parties. Either Party may terminate this Agreement at any time without cause by providing thirty (30) days prior written notice to the other party. The Chief of Police or Mayor has sole authority to terminate this Agreement on behalf of CITY.

3. PAYMENT: In exchange for Services rendered, ORGANIZATION shall pay fees ("Fees") in the amounts and according to the terms set forth as follows:

One Officer without Vehicle:

Current Overtime Hourly Rate* x Number of Hours +15% Admin Fee = Fees
Ex: \$45.00 x 3 + 15% = \$155.25

One Officer with Vehicle:

Current Overtime Hourly Rate* x Number of Hours +20% Admin Fee = Fees
Ex: \$45.00 x 3 + 20% = \$162.00

*Overtime Hourly Rate is set by the current Collective Bargaining Agreement between the City and the Metropolitan Alliance of Police Chapter 15

CITY shall provide ORGANIZATION with a statement of said compensation to be reimbursed within thirty (30) days of the statement. In the event City has to initiate suit to collect payment due under the terms of this Agreement, ORGANIZATION agrees that it shall be responsible for CITY'S attorney fees and court costs.

4. LIABILITY INSURANCE: As a requirement of this Agreement, ORGANIZATION shall add the CITY as an additional insured on its general liability policy with a minimum \$1,000,000 single occurrence limit for the Special Event and provide proof prior to the Special Event. If ORGANIZATION does not provide proof of insurance at least one week prior to Special Event, then CITY may terminate this Agreement immediately and such termination shall not constitute a breach.

5. CITY'S STATUS AS INDEPENDENT CONTRACTOR. ORGANIZATION and CITY enter into this Agreement at arms' length. CITY at all times shall be considered an independent contractor for all purposes under this Agreement, including the performance of Services. Nothing in this Agreement shall be deemed or construed to create a joint venture, partnership or

employer/employee relationship between the Parties. Neither ORGANIZATION nor CITY shall hold itself out as the representative or agent of the other Party. Neither ORGANIZATION nor CITY has the right and neither shall seek to exercise any control over the other Party, its employees, its Officers or its agents. CITY, its employees, and Officers assigned to the Special Event shall not be deemed employees or joint employees of ORGANIZATION for any purpose. CITY retains the sole right and authority to recruit, hire, promote, discipline, demote, discharge, determine rates of pay for, establish the terms and conditions of employment of, and/or to direct and control the manner in which its employees and Officers discharge their professional and work duties. CITY is responsible for instructing and training its Officers consistent with this Agreement. CITY retains the sole right and authority to decide and direct which Officers it shall assign, at what times, and to which Facilities to provide Services under this Agreement. CITY shall be solely responsible for all employee wages, timesheets, payroll deductions, federal and state taxes, unemployment compensation contributions, social security taxes, and benefits of its employees and Officers. Neither CITY nor its employees, agents or Officers are entitled to receive any benefits, including but not limited to salary, vacation pay, sick leave, retirement benefits, social security, workers' compensation, health, disability, unemployment and stock options that ORGANIZATION may provide to its employees. It is understood that ORGANIZATION will not provide and shall not be responsible for worker's compensation coverage for CITY or any Officer. Responsibility for providing such coverage remains solely with CITY. When rendering Services at the Facilities, Officers act solely as the agents of CITY.

6. MISCELLANEOUS:

- 6.1 **ASSIGNMENT OF RIGHTS:** This Agreement, or any of the parties' respective rights or obligations hereunder, may not be assigned or transferred, directly or indirectly, by operation of law or otherwise, by either party without the prior written consent of the other party.
- 6.2 **SURVIVAL:** No termination or expiration of this Agreement shall affect the rights and obligations of the parties accruing prior to the effective date of termination or expiration.
- 6.3 **NO THIRD-PARTY BENEFICIARIES:** Nothing in this Agreement is intended to or shall be deemed to confer any rights upon any person who is not a party hereto, including any Officer.
- 6.4 **NO FIDUCIARY RELATIONSHIP:** Nothing in this Agreement creates any relationship of trust or other fiduciary relationship between the parties hereto, or any Officer.
- 6.5 **COUNTERPARTS:** This Agreement may be executed in one or more counterparts, all of which shall be deemed one and the same agreement and shall become effective when each of the parties has signed one or more counterparts.

- 6.6 ENTIRE AGREEMENT; MODIFICATION: This Agreement with Exhibits constitutes the entire agreement of the parties and supersedes all prior agreements, negotiations, dealings, and understandings, whether written or oral, between the parties regarding the subject matter hereof. No waivers, amendments, or modifications of this Agreement or any part thereof shall be valid unless in writing signed by both parties. Any non-written waiver of any of the terms and conditions hereof shall not be construed as a general waiver by the CITY and the CITY shall be free to reinstate any such term or condition.
- 6.7 SEVERABILITY: The parties each agree that if any provision of this Agreement is or becomes invalid or prohibited under applicable law, such provision shall be ineffective to the extent of any such prohibition without impairing the remaining provisions in any way.

IN WITNESS WHEREOF, the parties through their authorized representatives have executed this Agreement as of the dates written below.

CITY OF CREST HILL

Mayor

Date

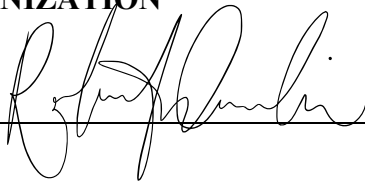
Attest:

City Clerk

Date

ORGANIZATION

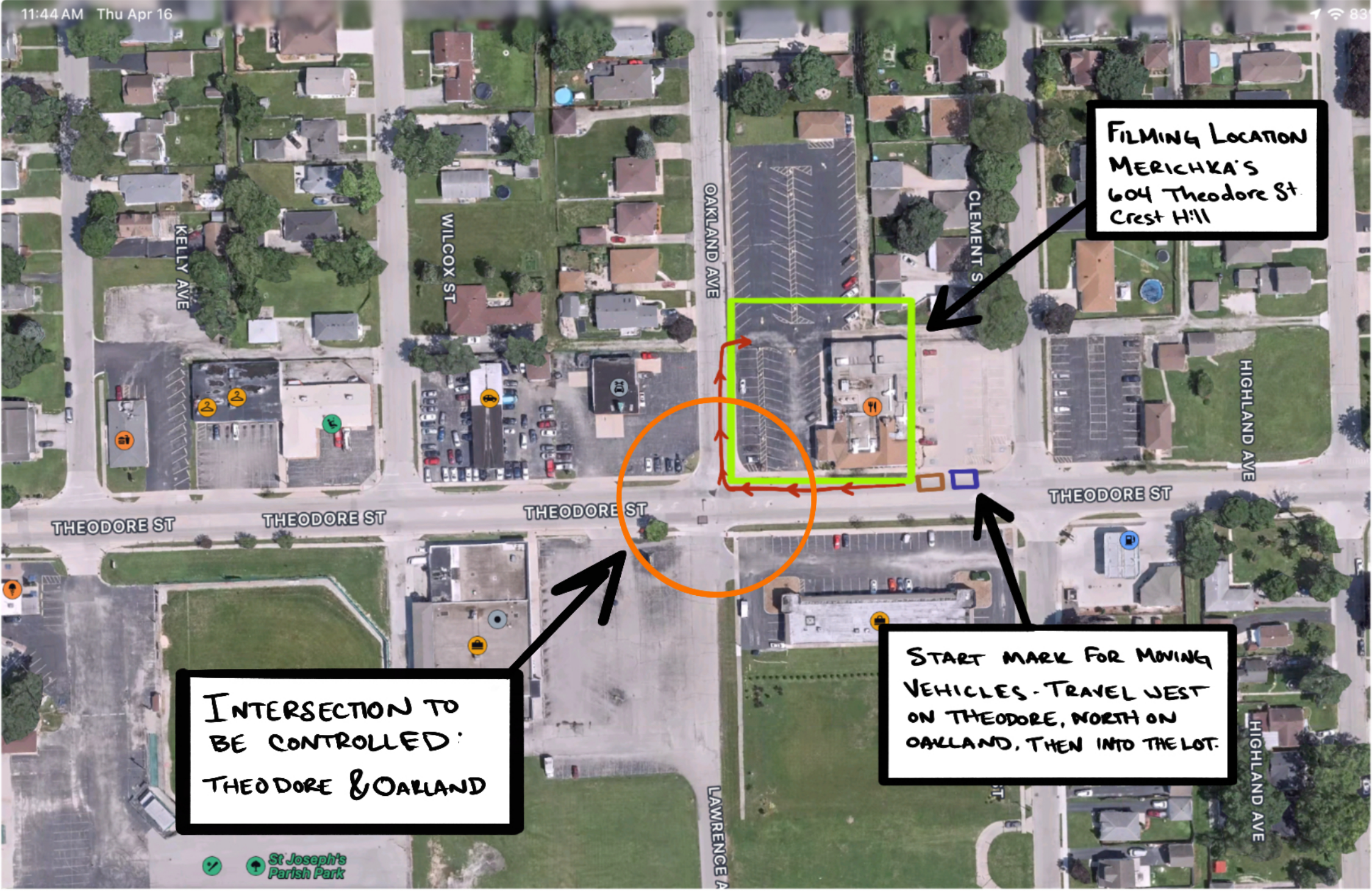
By: _____



04/23/2026

Date

Its: ROBERT DEMAKIS ASST. LOCATION MANAGER



FILMING LOCATION
MERICHKA'S
604 Theodore St.
Crest Hill

START MARK FOR MOVING
VEHICLES - TRAVEL WEST
ON THEODORE, NORTH ON
OAKLAND, THEN INTO THE LOT.

INTERSECTION TO
BE CONTROLLED:
THEODORE & OAKLAND



Agenda Memo

Crest Hill, IL

Meeting Date: 4-27-26
Submitter: Deputy Chief Ryan Dobczyk
Department: Police Department
Agenda Item: Purchase of new drone for the police department

Summary: The Crest Hill Police Department purchased a DJI Mini 4 drone last year and started a drone program in June of 2025 with the primary goal of locating missing and/or endangered persons. The drone that was purchased last year was an entry level drone, and does not have the capabilities that are needed for operational LE deployments (no thermal, not weather rated, minimal camera zoom, no lighting options, etc.).

The Crest Hill Police Department has a need for a sUAS that is equipped with thermal imaging and advanced safety features. The DJI M4TD is the drone that has been identified to accomplish this goal and is the most economical choice.

There are funds available in the 25-26 budget year to purchase the drone.

Recommended Council Action: Approve quote from UVT for purchase of DJI M4TD from UVT for price of \$14,183.54

Financial Impact: \$14,183.54 from 01-02-5400

Attachments: Quotation – SO229107 from UVT

Crest Hill PD (IL)_M4TD Bundle 042326_V1

Crest Hill PD - EST402702348



UVT

Unmanned Vehicle Technologies, LLC
1722 N College Avenue
Fayetteville, AR 72703

Item 2.

Invoicing and Shipping Address:

Crest Hill, IL Police Department, Andrew Trnka
20590 City Center Blvd.
Crest Hill IL 60403
United States
☎ +1 815-741-5111

Crest Hill, IL Police Department
20590 City Center Boulevard
Crest Hill IL 60403
United States

Quotation # S0229107

Quotation Date:

04/04/2026

Expiration:

07/03/2026

Salesperson:

Luke Poore

DESCRIPTION	QUANTITY	UNIT PRICE	DISC. %	TAXES	AMOUNT
UVT M4TD QuickTac Bundle w/Care Enterprise Plus					
[SRV-111] Sourcewell Contract - 011223-UNM	1.000 Units	0.00	0.00		\$ 0.00
[101-156-1027] DJI Matrice 4TD w/RC Plus 2 Combo The all-new Matrice 4TD offers extended flight time, a high-resolution thermal camera, a new near-infrared (NIR) auxiliary light, and a laser range finder. It is also designed specifically for the DJI Dock 3, enabling truly remote, beyond-visual line-of-sight operations. When paired with the DJI RC Plus 2 Enterprise, the DJI Matrice 4TD can be operated as a standalone drone, increasing operational capabilities over the Matrice 4T thanks to its IP-rated design. The Matrice 4TD's fixed arm configuration promotes more stable flight, though it sacrifices portability over the Matrice 4T. In The Box: 1x DJI Matrice 4TD Aircraft 3x DJI Matrice 4D Series Propeller Pairs 1x USB-A to USB-C Cable 1x Combo 1.5mm / 2.5mm Hex Driver 1x Miscellaneous Screw Pack 1x RC Plus 2 1x M4D Series Charging Hub 1x 240 Watt Power Hub 1x Case	1.000 Units	9,820.00	5.00		\$ 9,329.00

Thank you for choosing UVT!



[101-156-1019] DJI Matrice 4D Series Battery Designed explicitly for the Matrice 4D Series and DJI Dock 3, the Matrice 4D Series Battery is engineered to withstand the world's harshest climates. When powering the Matrice 4D Series drone inside of DJI Dock 3, the Matrice 4D Battery's built-in heatsinks and passive cooling mechanisms promote airflow and ventilation, while its internal chemistry is designed for high cycle count, long flight times, and rapid recharging.	3.000 Units	459.00	5.00		\$ 1,308.15
[101-115-1001] DJI WB37 Intelligent Battery The WB37 Intelligent Battery is a 2-cell (2S) LiPo battery with a maximum capacity of 4920 mAh and a maximum voltage of 7.6 V. The DJI WB37 Intelligent Battery is compatible with the DJI RC Plus remote controller and serves as its external battery, allowing for longer runtimes and hot-swap capabilities.	2.000 Units	65.00	5.00		\$ 123.50
Subtotal					\$ 10,760.65
Matrice 4 Series Accessories					
[101-156-1009] DJI AS1 Speaker The DJI AS1 Speaker enhances your drone operations with powerful audio capabilities, delivering up to 114 decibels at 1 meter and a broadcast range extending up to 300 meters. It supports real-time broadcasting with echo suppression, recorded messages, media imports, and text-to-speech functionality. Its lightweight design (92.5 g with bracket) minimizes impact on drone performance, and quick-release hand-tightened screws ensure easy and secure installation. Compatible with DJI Matrice 4 Series drones, the AS1 Speaker is an essential accessory for effective aerial communication. Enhance your drone's communication capabilities with the DJI AS1 Speaker, designed for seamless integration with the DJI Matrice 4 Series.	1.000 Units	290.00	5.00		\$ 275.50



[101-156-1010] DJI AL1 Spotlight The DJI AL1 Spotlight enhances your drone's capabilities with powerful illumination, offering both always-on and strobe modes. It can clearly illuminate subjects even from a distance of 100 meters. Additionally, it intelligently links with the gimbal, following the camera's movements to ensure the illuminated area matches the camera's view. It also offers a wide field-of-view lighting mode, illuminating up to 2,200 square meters, ideal for large-scale operations. Compatible with DJI Matrice 4 Series drones, the AL1 Spotlight is an essential accessory for professionals requiring reliable and adaptable aerial lighting solutions. Note: The performance of the Matrice 4 Series aircraft's propulsion and vision system may be affected after the spotlight is mounted. Fly with caution. [170-101-1003] AVSS Parachute Recovery System for DJI Matrice 4D Series The AVSS PRS-M3DT, a drone parachute for the DJI Dock 2 that operates the DJI Matrice 3D or Matrice 3TD, easily integrates into your mission. The attachment bracket secures the parachute recovery system without interfering with sensitive GPS modules. The system includes an electronics module to power the Parachute Pod and flight termination system. The onboard system comes equipped with an automatic triggering device to deploy the drone parachute. In The Box: 1x Parachute Pod 1x Electronic Module 1x Flight Termination System PSDK 1x Autonomous Triggering System 1x Attachment Bracket 1x Manual Triggering Device - Electronic Module Batteries - One-Year, Two-Deployment Warranty - CAA, ASTM F3322, and EASA MOC 2512 Documentation Packet	1.000	430.00	5.00	\$ 408.50
	Units			
	1.000	2,700.00	5.00	\$ 2,565.00
	Units			



UVT

Unmanned Vehicle Technologies, LLC

1722 N College Avenue

Fayetteville, AR 72703

Item 2.

[101-156-1015] DJI Matrice 4D Series Low-Noise Anti-Ice Propellers Enhance your flight performance with the DJI Matrice 4D Series Low-Noise Anti-Ice Propellers, designed for quiet, stable operation in extreme conditions. Their advanced aerodynamic design reduces noise, while anti-ice technology prevents ice buildup, ensuring reliable performance in cold weather. Crafted for durability, these propellers offer long-lasting use and easy installation for hassle-free operation. Ideal for professionals navigating harsh environments, they improve efficiency, safety, and flight precision.	4.000 Units	39.00	5.00		\$ 148.20
Subtotal					\$ 3,397.20
UVT ProLine Services					
[SRV-PL-104] UVT ProLine Pre-Flight Service Our ProLine Pre-Flight Service ensures you receive a turnkey system on day one. This service includes the activation of the hardware and any included service plans (ex. DJI Enterprise Shield) and the updating and testing of all critical flight components. All ProLine services are performed in-house by our factory-trained technicians.	1.000 Units	499.00	100.00		\$ 0.00
[SRV-PLS-103] UVT ProLine Support Premium UVT ProLine Support offers you direct access to our technical and operational support teams. With ProLine Support Premium, this access is provided 24x7x365 to ensure you always have the support you need.	1.000 Units	1,199.00	100.00		\$ 0.00
<i>All quotations are offered in good faith with our most accurate and up to date pricing. Due to the recent implementation of tariffs on many of the items that UVT offers, prices are subject to change without notice. UVT will do everything possible to honor the pricing offered, however price changes associated with additional tariffs will void existing quotations containing affected items. Our team will continuously work to keep our customers informed as soon as possible if any associated orders are affected by these changes.</i>					
UPS Ground	1.000 Units	25.69	0.00		\$ 25.69
Subtotal					\$ 25.69

Total	\$ 14,183.54
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The completion of this transaction via payment, Purchase Order, or electronic signature indicates your acceptance of our Terms & Conditions, available online at www.uvt.us/terms.

The contents of this document are confidential and proprietary and are intended only for the recipient specified herein. It is strictly forbidden to share the contents of this document with any third party, without receiving the prior written consent of UVT.

Thank you for choosing UVT!

Crest Hill PD (IL)
Andrew Trnka
atrnka@cityofcresthill.com
8157415115
1610 Plainfield Road
Crest Hill, IL 60403

Date Issued: 04/23/26
Expiration Date: 05/31/26

Quantity	Part Number	Description	Unit Price	Subtotal
1.00	CP.EN.00000662.01	DJI Matrice 4TDI ^{1/4} DJI RC Plus 2 Enterprisei ^{1/4} %	\$9,810.00	\$9,810.00
3.00	CP.EN.00000636.01	DJI Matrice 4D Series Battery	\$499.00	\$1,497.00
2.00	CP.BX.000229	DJI WB37 Intelligent Battery	\$89.00	\$178.00
1.00	CP.EN.00000578.01	DJI AS1 Speaker	\$290.00	\$290.00
1.00	CP.EN.00000579.01	DJI AL1 SpotLight	\$410.00	\$410.00
1.00	PRS-M4DTUS	AVSS Parachute Recovery System for DJI Matrice 4DT	\$2,700.00	\$2,700.00
1.00	CP.EN.00000624.01	DJI Matrice 4D Series Low-Noise Anti-Ice Propellers	\$39.00	\$39.00
1.00	CP.EN.00000627.01	DJI Matrice 4D Series 240W Charging Hub	\$171.00	\$171.00

Total Price: \$15,095.00

Regulatory and Compliance Disclaimer: It is the Customer's sole responsibility to ensure that the equipment, payloads, and software quoted herein comply with all applicable local, state, and federal regulations, including but not limited to **FAA Part 107**, state privacy laws, and federal procurement or operational restrictions (such as **FAR 52.240-1**). Seiler Instrument provides this equipment for general commercial use and does not provide legal or regulatory guidance regarding its eligibility for specific projects, grants, or federally funded contracts.

This is not an invoice: Applicable sales tax, customs duties, and/or shipping charges will apply. This product and/or associated accessories may be subject to export controls under United States law and must not be exported or re-exported without prior authorization from either the United States Department of State or Commerce, as applicable.

Scheduled delivery times could be delayed due to vendor supply. Please communicate with your Seiler sales representative to ensure your timeline needs can be met before signing this quotation.

Notwithstanding any prices quoted in this Sales Quotation, the price of the goods and equipment identified herein shall be immediately increased upon the implementation of any new tariff, duty, tax, or similar governmental charge (collectively, "Tariff"), or modification of an existing Tariff, by any governmental authority that results in an increase in Seiler's cost of acquiring, producing, and/or delivering such goods and equipment. The price increase shall be in an amount equal to the increase in Seiler's cost of acquiring, producing, and/or delivering the goods and/or equipment attributable to the Tariff. Seiler shall provide you with written notice of the price increase as soon as practicable after the Tariff is instituted. Any such increase shall apply to all goods and equipment covered by this Sales Quotation that has not yet been delivered as of the date of the notice. If the elimination or reduction of a Tariff results in a decrease in Seiler's cost of acquiring, producing, and/or delivering such goods and equipment, Seiler shall reduce the prices of the goods and/or equipment in this Sales Quotation, so impacted by the decrease in Seiler's cost of the goods and/or equipment attributable to the elimination or reduction of the Tariff.

Please Contact Us:

Thomas Erdmann
3433 Tree Court Industrial Blvd.
St. Louis
Missouri, 63122
terdmann@seilerinst.com
Phone: 2623219382
Cell: 262-321-9382

Terms: ☐ Net 30 ☐ Credit Card ☐ Financing

Net 30 upon approved credit application. Please inquire to sales rep on financing options available.

A 3.5% surcharge applies to all debit and credit card transactions, and a 5% surcharge applies to American Express (AMEX) payments.

This Sales Quotation is subject to and governed by the Terms and Conditions of Sale referred to at <https://www.seilergeo.com/general-terms-and-conditions/> which are hereby incorporated into this Quotation by reference. Any terms and conditions contained in any purchase order, order confirmation, or other document or communication you send or provide to Seiler which are in addition to or different from those set forth in said Terms and Conditions of Sale found at the above-link which are not separately agreed to by Seiler in writing are hereby considered material, objected to, and shall be null, void, and of no force or effect.

This Sales Quotation is subject to the [Seiler Maximum Liability and Indemnification Agreement](#), version 041421. By signing this Sales Quotation, you are also agreeing to be bound by the terms and conditions of that Agreement.

Your signature below acknowledges acceptance of terms and conditions of this quote. Please sign and return via email or fax.

Signature: _____

Date: _____

Name: _____

Title: _____

Estimate



Item 2.

Drone Nerds
5553 Anglers Ave.
Suite 109
Ft. Lauderdale FL 33312
United States
P: 786-708-7807
www.DroneNerds.com

Order #	EST402702348
PO Ref.	
Order Date	4/24/2026
Customer	Crest Hill Police Department
Currency	US Dollar

Contact:

Crest Hill Police Department
atrnka@cityofcresthill.com
other: (815) 741-5115

Bill To:

Officer Andrew Trnka
Crest Hill Police Department
20590 City Center Blvd
Crest Hill IL 60403
United States

Ship To:

Officer Andrew Trnka
Crest Hill Police Department
20590 City Center Blvd
Crest Hill IL 60403
United States

Qty	Item / Description	Unit Price	Amount
1	CP.EN.00000662.01 DJI Matrice 4TD (DJI RC Plus 2 Enterprise) (No Care, No Batteries, Case) DJI Matrice 4TD (DJI RC Plus 2 Enterprise) (No Care, No Batteries, Case) Item ID:37913	9,820.00	9,820.00
3	CP.EN.00000636.01 DJI Matrice 4D Series Battery DJI Matrice 4D Series Battery Item ID:35413	523.00	1,569.00
2	CP.BX.000229 DJI CrystalSky WB37 Intelligent Battery DJI CrystalSky WB37 Intelligent Battery Item ID:11997	89.00	178.00
1	CP.EN.00000578.01 DJI AS1 Speaker DJI AS1 Speaker Item ID:34223	319.00	319.00
1	CP.EN.00000579.01 DJI AL1 SpotLight DJI AL1 SpotLight Item ID:34224	473.00	473.00
1	PRS-M4DTUS AVSS PRS-M4DTUS, includes: EM, Pod, Bracket, FTS, and Accessories, and FAA Flight Over People AVSS PRS-M4DTUS, includes: EM, Pod, Bracket, FTS, and Accessories, and FAA Flight Over People Item ID:37020	3,390.00	3,390.00
4	CP.EN.00000624.01 DJI Matrice 4D Series Low-Noise Anti-Ice Propellers DJI Matrice 4D Series Low-Noise Anti-Ice Propellers Item ID:35409	43.00	172.00
13		Subtotal	15,921.00
		Discount Total	0.00

Qty	Item / Description	Unit Price	Amount
		S & H	0.00
		Tax Total (8%)	1,273.70
		Total	17,194.70

Additional Details:

Drone Nerds adhere to all manufacturers pricing policies in order to maintain our authorized dealer status. As a result we are able to provide the highest level of manufacture authorized service and support.