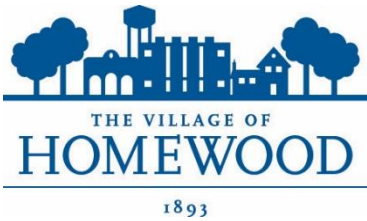


MEETING AGENDA



Board of Trustees Meeting

Village of Homewood

December 12, 2023

Meeting Start Time: 7:00 PM

Village Hall Board Room

2020 Chestnut Road, Homewood, IL

Board Meetings will be held as in-person meetings. In addition to in-person public comment during the meeting, members of the public may submit written comments by email to comments@homewoodil.gov or by placing written comments in the drop box outside Village Hall. Comments submitted before 4:00 p.m. on the meeting date will be distributed to all Village Board members prior to the meeting.

Please see last page of agenda for virtual meeting information.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Introduction of Staff
5. Minutes:

Consider a motion to approve the minutes from the regular meeting of the Board of Trustees held on November 28, 2023.
6. Claims List:

Consider a motion to approve the Claims List of Tuesday, December 12, 2023 in the amount of \$779,650.98.
7. Meet Your Merchants:
8. Hear from the Audience
9. Oaths of Office: The Village Clerk will administer the oath of office to:

Dennis Johnson for the position of Chief Building Inspector.
10. Omnibus Vote: Consider a motion to pass, approve, authorize, accept, or award the following item(s):
 - A. MC-1077/Lien Preparation and Recording/Nuisance Vegetation Removal: Pass an ordinance amending section 20-87 of the Homewood Municipal Code regarding the procedure for preparing and recording liens relating to nuisance vegetation removal from private property.
 - B. MC-1078/Administrative Adjudication/Standards for Compliance and Enforcement: Pass an ordinance allowing the Village of Homewood to adopt standards to enhance compliance and enforcement of our Fire and Building Codes through our local Administrative Adjudication hearing process.
 - C. Approval of Fund Transfer/General Fund/Capital Projects Fund: Approve the transfer of \$2,000,000 from the General Fund (Fund 01) unassigned fund balance to the Capital Projects Fund (Fund 37).

- D. Purchase/Lighting/Southgate TIF: Waive competitive bidding in response to the lowest cost proposal received; and, approve the purchase of two (2) Hadco Hagerstown LED fixtures and two (2) 23' Valmont™ pole with twin aluminum arms from Crescent Electric Supply Company of Joliet Illinois, in the amount of \$26,178.
- E. Purchase of Material/Drainage Improvements/Terrace Road Parking Lot: Waive competitive bidding, based on the utilization of existing contracted vendors to purchase material that has been bid competitively for other projects; and, approve the purchase of material for the purpose of drainage improvements for the Terrace Road parking lot project, in an amount not to exceed \$47,065.20.
- F. M-2273/Termination of TIF/Southwest Central Business District: Pass an ordinance terminating the Southwest Central Business District Redevelopment Project area in the Village of Homewood.
- G. 2023 Real Estate Tax Levy Ordinances:

 - M-2274: Pass an ordinance levying taxes for corporate purposes and for special funds for the fiscal year commencing on the first day of May 2024 and ending on the thirtieth day of April 2025 for the Village of Homewood.
 - M-2275: Pass an ordinance increasing the 2023 Street and Bridge tax levy in the Village of Homewood.
 - M-2276: Pass an ordinance directing the Cook County Clerk to reduce the Village of Homewood's 2023 levy, if necessary, to comply with the property tax extension limitation law.

11. General Board Discussion

12. Adjourn

Zoom Link: <https://zoom.us/>

- To View the Meeting via Computer or Smartphone - Type in: Zoom.us into any internet browser.
Select: JOIN A MEETING from menu at top right of page. Meeting I.D.: 980 4907 6232
Meeting Password: 830183. Enter an email address (required), or
 - To Listen to the Meeting via Phone - Dial: (312) 626-6799
Enter above "Meeting I.D. and Meeting Password" followed by "#" sign
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VILLAGE OF HOMEWOOD
BOARD OF TRUSTEES MEETING
TUESDAY, NOVEMBER 28, 2023
VILLAGE HALL BOARD ROOM

CALL TO ORDER: President Hofeld called the regular meeting of the Board of Trustees to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE: President Hofeld led trustees in the Pledge of Allegiance.

ROLL CALL: Clerk Marilyn Thomas called the roll. Those present were Village President Richard Hofeld, Trustee Lisa Purcell, Trustee Julie Willis, Trustee Anne Colton, Trustee Vivian Harris-Jones, Trustee Jay Heiferman and Trustee Lauren Roman.

President Hofeld introduced staff present: Village Manager Napoleon Haney, Village Attorney Chris Cummings, Assistant Village Manager Tyler Hall, Economic and Community Development Director Angela Mesaros, and Police Chief Denise McGrath.

MINUTES: The minutes of the meeting of November 14, 2023, were presented. There were no comments or corrections.

A motion was made by Trustee Purcell and seconded by Trustee Willis to approve the minutes as presented.

Roll Call: AYES—Trustees Purcell, Willis, Colton, Heiferman, Harris-Jones and Roman. NAYS – None. Motion carried.

CLAIMS LIST: The Claims List in the amount of \$559,905.43 was presented. There were no questions from the Trustees.

A motion was made by Trustee Colton and seconded by Trustee Harris-Jones to approve the Claims List as presented.

Roll Call: AYES—Trustees Purcell, Willis, Colton, Harris-Jones, Heiferman, and Roman. NAYS – None. Motion carried.

MEET THE MERCHANTS: Director Mesaros introduced the owners of The Rock Shop at 18109 Dixie Highway. The owners started the business selling rocks, vinyl records and guitars and shared the space with Bookie's Book Store. After several months, Bookie's pulled out, and The Rock Shop regrouped. They still feature rocks, records and guitars but have expanded to include handmade jewelry and other pieces from artisans in the area. They also have a Kids Section of books and games, and new and used books. Owner Craig Frank said he and co-owner Laura Bruni love the Homewood community where they were both raised and want their business to be a draw for Homewood.

Director Mesaros then introduced Towanna Walker who owns Anjel's Boutique at 18050 Dixie Highway with her daughter, Showanna Butler. She said the women's fashions store has been in business for 10 years, and they are expanding their clothing line to include international designers. The owners have expanded the business to a second store in Tinley Park that also includes men's wear.

HEAR FROM THE AUDIENCE: President Hofeld invited anyone in the audience to address the board on any subject not on the agenda. No comments were offered.

OMNIBUS REPORT: The board is asked to pass, approve, authorize, accept or award the following items:

- A. R-3170/Intent to Reimburse Expenditures: Pass a resolution declaring the Village of Homewood's intent to Reimburse Expenditures for the proposed 183rd Street West Tax Increment Financing District.
- B. **M-2272***/Illinois Paid Leave for All Workers Act: Pass an ordinance regarding the Illinois Paid Leave for All Workers Act for the Village of Homewood.
- C. M-2271/Public Safety Benefits Act: Pass an ordinance establishing an administrative procedure for assessing and determining claims under the Public Safety Benefits Act (PSEBA) to become compliant with State law.

***NOTE: Item B originally was numbered M-2270 on the meeting agenda. However, this number already had been used. The correct ordinance number is M-2272.**

President Hofeld invited Dave Bossy of Mid-America Development to discuss the potential use for the abandoned Brunswick Bowling Alley. Bossy said Ollie's Bargain Outlet, is near to signing a lease. The company is moving into the Midwest market. He described it as a wine and spirits superstore. Bossy also said a part of the building will be occupied by Crunch Fitness. He said he is in discussion with Starbuck's for an outlot parcel for a store on the site.

A motion was made by Trustee Colton and seconded by Trustee Heiferman to approve the Omnibus Report as presented.

Roll Call: AYES—Trustees Purcell, Willis, Colton, Harris-Jones, Heiferman, and Roman. NAYS – None. Motion carried.

GENERAL BOARD DISCUSSION: Trustee Purcell reminded residents the last free leaf pickup is tomorrow, Nov. 29. She also gave a congratulatory shout-out to Mt. Carmel High School for its winning the state championship football game. Trustee Willis invited the community to Holiday Lights on Friday, Dec. 1. Trustee Colton asked for another Committee of the Whole meeting. Trustee Heiferman thanked the business owners for offering insights into their businesses. He also reminded the public that he will have his meet-greet at the Starbuck's on Harwood on Monday, Dec. 4. Trustee Roman thanked the businesses for their presentation, and said she appreciated the update on the progress at the Brunswick site. President Hofeld reminded the public that the snowflake contest is on. He has three restaurants offering gift certificates to those who can identify where the odd snowflake is hanging in town.

EXECUTIVE SESSION: A motion was made by Trustee Colton and seconded by Trustee Willis to move into Executive Session to discuss the purchase or lease of real property under 5 ILCS120/2(c)(5).

Roll Call: AYES—Trustees Purcell, Willis, Colton, Harris-Jones, Heiferman and Roman. NAYS – None. Motion carried.

The board moved to Executive Session at 7:22 p.m.

The board returned from Executive Session at 7:28 p.m.

ADJOURN: A motion to adjourn the regular meeting of the Board of Trustees was moved by Trustee Purcell and seconded by Trustee Roman.

Roll Call: AYES—Trustees Purcell, Willis, Colton, Harris-Jones, Heiferman, and Roman. NAYS – None. Motion carried.

The meeting adjourned at 7:28 p.m.

Respectfully submitted,

Marilyn Thomas
Village Clerk

Name	Description	DEPARTMENT	Net Invoice Amount
AARON MEYER	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	120.00
Total AARON MEYER:			120.00
AIR ONE EQUIPMENT INC	VEHICLE PARTS	FIRE DEPARTMENT	88.00
Total AIR ONE EQUIPMENT INC:			88.00
AIRGAS USA LLC	VEHICLE MAINT DEPT	PUBLIC WORKS	143.32
Total AIRGAS USA LLC:			143.32
ALL CLEAR CLEAN OUT SERVI	DEBRIS REMOVAL	FIRE DEPARTMENT	1,285.00
Total ALL CLEAR CLEAN OUT SERVICES:			1,285.00
ALTA EQUIPMENT COMPANY	L&M DEPT REPAIR PARTS	PUBLIC WORKS	43.31
Total ALTA EQUIPMENT COMPANY:			43.31
AMAZON CAPITAL SERVICES IN	MONITOR REPLACEMENT - PW	MANAGER'S OFFICE	390.00
AMAZON CAPITAL SERVICES IN	HOLIDAY LIGHTS - EXTRA CUPS	MANAGER'S OFFICE	63.23
AMAZON CAPITAL SERVICES IN	TREE DECOR - DOWNTOWN	PUBLIC WORKS	1,123.75
AMAZON CAPITAL SERVICES IN	TREE DECOR - DOWNTOWN	PUBLIC WORKS	229.95
AMAZON CAPITAL SERVICES IN	CAPTAIN CHAIR	FIRE DEPARTMENT	174.33
AMAZON CAPITAL SERVICES IN	HOLIDAY LIGHTS SUPPLIES	MANAGER'S OFFICE	154.64
AMAZON CAPITAL SERVICES IN	SCIENCE CENTER HOLIDAY CRAFT SUPPLIES	MANAGER'S OFFICE	170.05
AMAZON CAPITAL SERVICES IN	DESKTOP SCANNER FOR PW SECRETARY	MANAGER'S OFFICE	427.77
Total AMAZON CAPITAL SERVICES INC:			2,733.72
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	100.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	300.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	125.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	200.00
Total AMERICAN LAWN LLC:			725.00
AMERICAN PRINTING TECHNO	WEBSITE MAINTENANCE	MANAGER'S OFFICE	86.00
Total AMERICAN PRINTING TECHNOLOGIES INC:			86.00
AMY ZUKOWSKI	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total AMY ZUKOWSKI:			480.00
ANGELA MESAROS	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total ANGELA MESAROS:			480.00
ANTONIA STEINMILLER	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total ANTONIA STEINMILLER:			480.00
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	73.36
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	73.36
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	106.40

Name	Description	DEPARTMENT	Net Invoice Amount
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	217.04
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	370.60
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	114.36
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	1,782.48
ARAMARK UNIFORM SERVICE	NOVEMBER 2023	PUBLIC WORKS	311.00
Total ARAMARK UNIFORM SERVICE:			3,048.60
AURELIO'S PIZZA INC	FOOD ALLOWANCE	PUBLIC WORKS	47.45
Total AURELIO'S PIZZA INC:			47.45
AUTO PALACE INC	ACCIDENT REPAIR PUBLIC WORKS	PUBLIC WORKS	2,913.57
Total AUTO PALACE INC:			2,913.57
AVALON PETROLEUM COMPAN	FUEL INVENTORY GASOLINE	ASSETS	8,757.00
AVALON PETROLEUM COMPAN	FUEL INVENTORY GASOLINE	ASSETS	6,729.60
AVALON PETROLEUM COMPAN	FUEL INVENTORY DIESEL	ASSETS	2,017.00
AVALON PETROLEUM COMPAN	FUEL INVENTORY DIESEL	ASSETS	3,155.14
Total AVALON PETROLEUM COMPANY:			20,658.74
B ALLAN GRAPHICS	OFFICE SUPPLIES	FIRE DEPARTMENT	246.00
B ALLAN GRAPHICS	BUSINESS CARDS	FIRE DEPARTMENT	65.00
Total B ALLAN GRAPHICS:			311.00
BARRACUDA NETWORKS INC	MESSAGE ARCHIVER	MANAGER'S OFFICE	2,400.00
Total BARRACUDA NETWORKS INC:			2,400.00
BATTERIES PLUS	BATTERIES FOR VEHICLES	FIRE DEPARTMENT	497.40
BATTERIES PLUS	BATTERIES	FIRE DEPARTMENT	565.97
BATTERIES PLUS	VEHICLE PARTS	FIRE DEPARTMENT	36.00
Total BATTERIES PLUS:			1,027.37
BLUE COLLAR SUPPLY COMPA	WINTER JACKET	PUBLIC WORKS	157.49
Total BLUE COLLAR SUPPLY COMPANY:			157.49
BLUEBERRY HILL	FOOD ALLOWANCE	PUBLIC WORKS	107.41
Total BLUEBERRY HILL:			107.41
C & M PIPE SUPPLY	TRUCK SUPPLIES	PUBLIC WORKS	1,020.00
C & M PIPE SUPPLY	TRUCK SUPPLIES	PUBLIC WORKS	427.00
C & M PIPE SUPPLY	GAS SAW BLADES	PUBLIC WORKS	325.00
C & M PIPE SUPPLY	MORTAR MIX	PUBLIC WORKS	1,428.00
Total C & M PIPE SUPPLY:			3,200.00
CHARLENE DYER	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	296.19
Total CHARLENE DYER:			296.19

Name	Description	DEPARTMENT	Net Invoice Amount
CHARLES MARTIN	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	523.20
Total CHARLES MARTIN:			523.20
CHEVROLET OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	125.67
CHEVROLET OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	97.41
CHEVROLET OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	15.80
CHEVROLET OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	67.54
CHEVROLET OF HOMEWOOD	VEHICLE MAINT DEPT TOOL	PUBLIC WORKS	132.00
CHEVROLET OF HOMEWOOD	L&M REPAIR PARTS	PUBLIC WORKS	12.93
CHEVROLET OF HOMEWOOD	L&M REPAIR PARTS	PUBLIC WORKS	256.77
CHEVROLET OF HOMEWOOD	L&M REPAIR PARTS	PUBLIC WORKS	196.00
Total CHEVROLET OF HOMEWOOD:			904.12
CHRISTOPHER J CUMMINGS P	PROSECUTIONS	MANAGER'S OFFICE	1,760.00
CHRISTOPHER J CUMMINGS P	GENERAL LEGAL	MANAGER'S OFFICE	10,347.71
CHRISTOPHER J CUMMINGS P	DOWNTOWN TOD GENERAL LEGAL EXPENSES	EXPENSES	365.04
CHRISTOPHER J CUMMINGS P	NE TIF GENERAL LEGAL	PUBLIC WORKS	2,494.44
Total CHRISTOPHER J CUMMINGS PC:			14,967.19
CITY OF CHICAGO HEIGHTS	WATER PURCHASED 10/1-10/31/2023	PUBLIC WORKS	111,340.00
CITY OF CHICAGO HEIGHTS	WATER PURCHASED 10/1-10/31/2023	PUBLIC WORKS	156,344.75
Total CITY OF CHICAGO HEIGHTS:			267,684.75
COMCAST BUSINESS CORP	INTERNET VH & NETWORK PW	MANAGER'S OFFICE	1,731.07
COMCAST BUSINESS CORP	PRI TELEPHONE SERVICE	MANAGER'S OFFICE	.48
Total COMCAST BUSINESS CORP:			1,731.55
COMED	UTILITIES	PUBLIC WORKS	30.20
COMED	UTILITIES	PUBLIC WORKS	962.07
COMED	UTILITIES	PUBLIC WORKS	797.23
COMED	UTILITIES	PUBLIC WORKS	392.66
COMED	UTILITIES	PUBLIC WORKS	64.99
COMED	UTILITIES	PUBLIC WORKS	88.69
COMED	UTILITIES	PUBLIC WORKS	1,745.75
COMED	UTILITIES	PUBLIC WORKS	488.80
COMED	UTILITIES	PUBLIC WORKS	94.48
COMED	UTILITIES	PUBLIC WORKS	1,625.87
COMED	UTILITIES	PUBLIC WORKS	38.64
COMED	UTILITIES	PUBLIC WORKS	26,500.12
Total COMED:			32,829.50
CONSTRUCTION & DESIGN GR	FIRE DEPT PAVER PROJECT	PUBLIC WORKS	10,637.00
Total CONSTRUCTION & DESIGN GROUP:			10,637.00
CORE & MAIN LP	SCIENCE CENTER SPRINKLER PROJECT	PUBLIC WORKS	562.73
CORE & MAIN LP	SCIENCE CENTER WATER PROJECT	PUBLIC WORKS	358.96
CORE & MAIN LP	SCIENCE CENTER SPRINKLER PROJECT	PUBLIC WORKS	469.01
CORE & MAIN LP	SCIENCE CENTER SPRINKLER PROJECT	PUBLIC WORKS	195.84
CORE & MAIN LP	3" WATER METER	PUBLIC WORKS	1,969.81
CORE & MAIN LP	3" METER FLANGES	PUBLIC WORKS	85.97

Name	Description	DEPARTMENT	Net Invoice Amount
Total CORE & MAIN LP:			3,642.32
CORE INTEGRATED MARKETIN	HOLIDAY LIGHTS SPONSOR BANNERS	MANAGER'S OFFICE	120.00
Total CORE INTEGRATED MARKETING:			120.00
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	277.12
CURRIE MOTORS (PARTS)	WATER DEPT REPAIR PARTS	PUBLIC WORKS	80.94
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	393.75
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	393.75
CURRIE MOTORS (PARTS)	ADMIN REPAIR PARTS	PUBLIC WORKS	771.28
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	277.12
CURRIE MOTORS (PARTS)	ADMIN REPAIR PARTS	PUBLIC WORKS	6.18
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	20.54
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	118.50
CURRIE MOTORS (PARTS)	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	118.50
CURRIE MOTORS (PARTS)	ADMIN REPAIR PARTS	PUBLIC WORKS	113.18
Total CURRIE MOTORS (PARTS):			2,570.86
CVB	HOTEL TAX - OCTOBER 2023	ASSETS	790.07
Total CVB:			790.07
D CONSTRUCTION INC	ASPHALT	PUBLIC WORKS	688.82
Total D CONSTRUCTION INC:			688.82
DANA ROBINSON	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	133.60
Total DANA ROBINSON:			133.60
DANIEL ROSSI	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	460.94
Total DANIEL ROSSI:			460.94
DELTA SONIC CAR WASH	POLICE VEHICLE WASHES	PUBLIC WORKS	359.82
Total DELTA SONIC CAR WASH:			359.82
DENISE MCGRATH	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total DENISE MCGRATH:			480.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
DMC SECURITY SERVICES INC	ALARM MONITORING SERVICES	PUBLIC WORKS	66.00
Total DMC SECURITY SERVICES INC:			396.00
DOMINIQUE TAYLOR	REIMBURSEMENT FOR TOWING FEES	POLICE DEPARTMENT	1,400.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total DOMINIQUE TAYLOR:			1,400.00
DONNA HAMILTON	CREDIT BALANCE REFUND	PUBLIC WORKS	80.24
Total DONNA HAMILTON:			80.24
DYNEGY ENERGY SERVIC	ENERGY	PUBLIC WORKS	4,239.79
DYNEGY ENERGY SERVIC	ENERGY	PUBLIC WORKS	6,360.34
Total DYNEGY ENERGY SERVIC:			10,600.13
EBELS ACE HARDWARE	OPERATING SUPPLIES - LM	PUBLIC WORKS	14.38
Total EBELS ACE HARDWARE:			14.38
ECO CLEAN MAINTENANCE	CLEANING SERVICE	PUBLIC WORKS	4,073.35
Total ECO CLEAN MAINTENANCE:			4,073.35
EJ USA INC	B-BOX KEY	PUBLIC WORKS	62.50
EJ USA INC	HYDRANT REPAIR PARTS	PUBLIC WORKS	1,599.70
Total EJ USA INC:			1,662.20
ERIC BUJAK	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	120.94
Total ERIC BUJAK:			120.94
EXPERT CHEMICAL	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	263.78
Total EXPERT CHEMICAL:			263.78
FAIRVIEW REALTY GROUP	APPLICANT BACKGROUND CHECK	MANAGER'S OFFICE	75.00
Total FAIRVIEW REALTY GROUP:			75.00
FIRE SERVICE INC	VEHICLE MAINT - FD	FIRE DEPARTMENT	1,920.00
FIRE SERVICE INC	VEHICLE PARTS - FD	FIRE DEPARTMENT	2,500.81
Total FIRE SERVICE INC:			4,420.81
FLEET SAFETY SUPPLY	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	619.27
FLEET SAFETY SUPPLY	VEHICLE PURCHASE EQUIPMENT - PW	PUBLIC WORKS	2,179.58
Total FLEET SAFETY SUPPLY:			2,798.85
FLOW TECHNICS INC	LIFT STATION 3 PUMP ISSUES	PUBLIC WORKS	1,040.00
Total FLOW TECHNICS INC:			1,040.00
FORD OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	23.34
FORD OF HOMEWOOD	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	66.00
Total FORD OF HOMEWOOD:			89.34
GALLAGHER MATERIALS	ASPHALT	PUBLIC WORKS	369.00

Name	Description	DEPARTMENT	Net Invoice Amount
GALLAGHER MATERIALS	ASPHALT	PUBLIC WORKS	307.50
GALLAGHER MATERIALS	ASPHALT	PUBLIC WORKS	448.50
Total GALLAGHER MATERIALS:			1,125.00
GFC LEASING	MONTHLY AGREEMENT	MANAGER'S OFFICE	878.27
GFC LEASING	COPIER METERS	MANAGER'S OFFICE	97.00
Total GFC LEASING:			975.27
GRAINGER INC	CONCRETE	PUBLIC WORKS	306.08
GRAINGER INC	BUILDING MAINTENANCE SUPPLIES	PUBLIC WORKS	205.00
Total GRAINGER INC:			511.08
GREAT LAKES CONCRETE LLC	CONCRETE STRUCTURE	PUBLIC WORKS	595.00
GREAT LAKES CONCRETE LLC	STORMWATER PROJECT MATERIALS	PUBLIC WORKS	11,015.00
Total GREAT LAKES CONCRETE LLC:			11,610.00
HAWKINS INC	CHLORINE TANK RENTAL	PUBLIC WORKS	90.00
Total HAWKINS INC:			90.00
HELSEL JEPPEPERSON ELECTRI	ELECTRICAL SUPPLIES	PUBLIC WORKS	198.50
HELSEL JEPPEPERSON ELECTRI	SWITCH PLATE	PUBLIC WORKS	2.82
HELSEL JEPPEPERSON ELECTRI	PHOTO EYES	PUBLIC WORKS	43.59
Total HELSEL JEPPEPERSON ELECTRICAL:			244.91
HINCKLEY SPRINGS	WATER	PUBLIC WORKS	197.79
Total HINCKLEY SPRINGS:			197.79
HOME CLEANING CENTER OF	BCTC CLEANING	FIRE DEPARTMENT	300.00
Total HOME CLEANING CENTER OF AM:			300.00
HOMER TREE CARE INC	TREE REMOVALS	PUBLIC WORKS	14,190.00
Total HOMER TREE CARE INC:			14,190.00
HOMEWOOD DISPOSAL	STREET SWEEPING	PUBLIC WORKS	3,744.00
HOMEWOOD DISPOSAL	STREET SWEEPING	PUBLIC WORKS	3,529.60
Total HOMEWOOD DISPOSAL:			7,273.60
I.D.E.S.	Q3 2023 UNEMPLOYMENT	MANAGER'S OFFICE	6,178.00
Total I.D.E.S.:			6,178.00
INTERSTATE BATTERY	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	273.90
INTERSTATE BATTERY	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	142.95
Total INTERSTATE BATTERY:			416.85
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	1,604.89

Name	Description	DEPARTMENT	Net Invoice Amount
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	2,936.94
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	5.32
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	1,914.66
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	1,978.58
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	807.11
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	1,149.13
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	6,324.55
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	2,769.91
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	5,035.92
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	2,565.43
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	1,243.77
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	3,971.81
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	6,929.79
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	7,354.11
IPBC	DECEMBER INSURANCE PREMIUM	FIRE DEPARTMENT	29,746.11
IPBC	DECEMBER INSURANCE PREMIUM	FIRE DEPARTMENT	6,065.48
IPBC	DECEMBER INSURANCE PREMIUM	FIRE DEPARTMENT	1,163.94
IPBC	DECEMBER INSURANCE PREMIUM	POLICE DEPARTMENT	48,392.85
IPBC	DECEMBER INSURANCE PREMIUM	POLICE DEPARTMENT	15,596.47
IPBC	DECEMBER INSURANCE PREMIUM	POLICE DEPARTMENT	3,892.53
IPBC	DECEMBER INSURANCE PREMIUM	POLICE DEPARTMENT	4,957.69
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	65,072.66
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	1,870.60
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	9,020.54
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	4,284.54
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	3,871.33
IPBC	DECEMBER INSURANCE PREMIUM	PUBLIC WORKS	6,756.53
IPBC	DECEMBER INSURANCE PREMIUM	MANAGER'S OFFICE	243.74
Total IPBC:			245,199.05
JESSICA ALEXANDER	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	56.41
Total JESSICA ALEXANDER:			56.41
JONES PARTS & SERVICE INC	STREET DEPT REPAIR PARTS	PUBLIC WORKS	446.84
JONES PARTS & SERVICE INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	1,003.65
JONES PARTS & SERVICE INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	67.50
Total JONES PARTS & SERVICE INC:			1,517.99
KEITHS POWER EQUIPMENT	STREET DEPT REPAIR PARTS	PUBLIC WORKS	809.00
Total KEITHS POWER EQUIPMENT:			809.00
KENNICOT BROS COMPANY IN	CHRISTMAS GREENS	PUBLIC WORKS	551.00
Total KENNICOT BROS COMPANY INC:			551.00
KEVIN W SHAUGHNESSY	RECORDS APPLICANT POLYGRAPH	MANAGER'S OFFICE	240.00
Total KEVIN W SHAUGHNESSY:			240.00
KRISTINE BOSWELL	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	120.00
Total KRISTINE BOSWELL:			120.00

Name	Description	DEPARTMENT	Net Invoice Amount
LAW OFFICES OF DENNIS G GI	ADMINISTRATIVE HEARING OFFICER	MANAGER'S OFFICE	555.00
Total LAW OFFICES OF DENNIS G GIANOPOLUS PC:			555.00
LBM TOOLS LLC	VEHICLE MAINT DEPT TOOLS	PUBLIC WORKS	72.75
LBM TOOLS LLC	VEHICLE MAINT DEPT TOOLS	PUBLIC WORKS	73.00
Total LBM TOOLS LLC:			145.75
LEGEND BC PLUMBING	BOND REFUND	ASSETS	500.00
Total LEGEND BC PLUMBING:			500.00
LINDSAY CABAY	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	240.00
Total LINDSAY CABAY:			240.00
LISA SYREN	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	120.00
Total LISA SYREN:			120.00
MACQUEEN EQUIPMENT LLC	VEHICLE PARTS - FD	FIRE DEPARTMENT	88.35
Total MACQUEEN EQUIPMENT LLC:			88.35
MAREN RONAN	LOBBYING SERVICES	MANAGER'S OFFICE	3,000.00
Total MAREN RONAN:			3,000.00
MARIAN KIEPURA	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	298.36
Total MARIAN KIEPURA:			298.36
MARLA YOUNGBLOOD	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total MARLA YOUNGBLOOD:			480.00
MCCANN INDUSTRIES INC	SCIENCE CENTER SPRINKLER	PUBLIC WORKS	97.75
Total MCCANN INDUSTRIES INC:			97.75
MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTANENCE	PUBLIC WORKS	1,067.64
MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTANENCE	PUBLIC WORKS	177.94
MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTANENCE	PUBLIC WORKS	177.94
MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTANENCE	EXPENSES	177.94
Total MEADE ELECTRIC CO INC:			1,601.46
MENARDS INC	STREET DEPT REPAIR PARTS	PUBLIC WORKS	470.72
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	45.47
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	34.98
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	15.96
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	74.90
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	39.92
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	27.47
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	64.94
MENARDS INC	TRUCK CLEANING PRODUCTS	PUBLIC WORKS	203.28

Name	Description	DEPARTMENT	Net Invoice Amount
MENARDS INC	TRUCK SUPPLIES	PUBLIC WORKS	41.16
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	164.06
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	22.46
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	18.98
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	29.84
MENARDS INC	ZIP TIES	PUBLIC WORKS	51.98
MENARDS INC	TIVOLI LIGHTS	PUBLIC WORKS	43.50
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	73.10
MENARDS INC	RETURNED ITEMS	PUBLIC WORKS	12.00-
MENARDS INC	TRUCK SUPPLIES	PUBLIC WORKS	53.80
MENARDS INC	GOLD PAINT	PUBLIC WORKS	47.96
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	44.27
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	144.00
MENARDS INC	WATER PLANT SUPPLIES	PUBLIC WORKS	29.51
MENARDS INC	ANCHOR LINE	PUBLIC WORKS	34.26
MENARDS INC	EVIDENCE ROOM BINS	POLICE DEPARTMENT	134.91
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	14.57
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	144.00
MENARDS INC	POWER TURNER GENERATOR	PUBLIC WORKS	799.00
MENARDS INC	SHOP SUPPLIES	PUBLIC WORKS	67.16
MENARDS INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	104.35
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	19.99
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	86.13
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	7.79
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	43.47
MENARDS INC	SAFETY GLASSES	PUBLIC WORKS	25.99
MENARDS INC	SCIENCE CENTER WATER MAIN	PUBLIC WORKS	162.36
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	75.88
MENARDS INC	SHOP SUPPLIES	PUBLIC WORKS	13.47
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	25.73
MENARDS INC	HOLIDAY LIGHTS - PROPANE	MANAGER'S OFFICE	499.90
MENARDS INC	CALIBRATION TARP	PUBLIC WORKS	30.99
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	79.98
MENARDS INC	BUILDING MAINT SUPPLIES	PUBLIC WORKS	116.67
MENARDS INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	58.45
MENARDS INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	117.98
MENARDS INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	45.69
MENARDS INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	23.04
MENARDS INC	CHRISTMAS WREATH	FIRE DEPARTMENT	144.95
Total MENARDS INC:			4,606.97
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	10.46
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	10.46
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	43.73
MONARCH AUTO SUPPLY INC	VEHICLE MAINT OPERATING SUPPLIES	PUBLIC WORKS	10.59
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	375.64
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	309.99
MONARCH AUTO SUPPLY INC	ADMIN REPAIR PARTS	PUBLIC WORKS	13.15
MONARCH AUTO SUPPLY INC	VEHICLE MAINT OPERATING SUPPLIES	PUBLIC WORKS	4.99
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	18.11
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	169.99
MONARCH AUTO SUPPLY INC	STREET DEPT REPAIR PARTS	PUBLIC WORKS	1.29
MONARCH AUTO SUPPLY INC	ADMIN REPAIR PARTS	PUBLIC WORKS	300.88
MONARCH AUTO SUPPLY INC	VEHICLE REPLACEMENT EQUIPMENT	PUBLIC WORKS	1,349.00
MONARCH AUTO SUPPLY INC	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	91.63
MONARCH AUTO SUPPLY INC	VEHICLE MAINT OPERATING SUPPLIES	PUBLIC WORKS	12.78

Name	Description	DEPARTMENT	Net Invoice Amount
MONARCH AUTO SUPPLY INC	WATER DEPT REPAIR PARTS	PUBLIC WORKS	277.24
MONARCH AUTO SUPPLY INC	VEHICLE MAINT OPERATING SUPPLIES	PUBLIC WORKS	87.78
MONARCH AUTO SUPPLY INC	POLICE DEPT REPAIR PARTS	PUBLIC WORKS	183.80
Total MONARCH AUTO SUPPLY INC:			3,271.51
MSC INDUSTRIAL SUPPLY CO I	VEHICLE MAINT DEPT TOOL	PUBLIC WORKS	250.41
Total MSC INDUSTRIAL SUPPLY CO INC:			250.41
MUNICIPAL SYSTEMS LLC	MOS/MOVE/ABC MONTHLY FEE	POLICE DEPARTMENT	1,626.00
Total MUNICIPAL SYSTEMS LLC:			1,626.00
NAPOLEON HANEY	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total NAPOLEON HANEY:			480.00
NERISSA MAJOR	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	120.00
Total NERISSA MAJOR:			120.00
NICOR	UTILITIES	PUBLIC WORKS	5,003.20
NICOR	UTILITIES	PUBLIC WORKS	518.06
NICOR	UTILITIES	PUBLIC WORKS	327.38
Total NICOR:			5,848.64
NIX NAX	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	35.00
Total NIX NAX:			35.00
NOAH SCHUMERTH	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	240.00
Total NOAH SCHUMERTH:			240.00
ODP BUSINESS SOLUTIONS LL	OFFICE SUPPLIES	MANAGER'S OFFICE	48.21
ODP BUSINESS SOLUTIONS LL	OFFICE SUPPLIES	MANAGER'S OFFICE	56.98
Total ODP BUSINESS SOLUTIONS LLC:			105.19
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	110.99
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	254.96
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	58.44
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	53.55
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	566.77
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	238.46
Total O'HERRON CO:			1,283.17
OLD NATIONAL BANK/FD	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	211.88
OLD NATIONAL BANK/FD	TOWER LIGHTS W/CHARGERS	FIRE DEPARTMENT	1,096.00
OLD NATIONAL BANK/FD	RYAN TRACY - FIRE DEATH & ARSON INVESTIGATIONS	FIRE DEPARTMENT	306.80
Total OLD NATIONAL BANK/FD:			1,614.68
PARK AVENUE RECOVERY	ME TRANSPORT	POLICE DEPARTMENT	350.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total PARK AVENUE RECOVERY:			350.00
PHILLIPS CHEVROLET	VEHICLE MAINTENANCE	FIRE DEPARTMENT	32.95
PHILLIPS CHEVROLET	VEHICLE PARTS	FIRE DEPARTMENT	59.98
PHILLIPS CHEVROLET	VEHICLE MAINTENANCE	FIRE DEPARTMENT	32.95
PHILLIPS CHEVROLET	VEHICLE PARTS	FIRE DEPARTMENT	46.78
Total PHILLIPS CHEVROLET:			172.66
RICHARD WACHOWSKI	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total RICHARD WACHOWSKI:			480.00
ROBERT GRABOWSKI	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total ROBERT GRABOWSKI:			480.00
ROBERT UTTER	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	963.20
Total ROBERT UTTER:			963.20
ROBERT WENDT	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	792.19
Total ROBERT WENDT:			792.19
RYAN LLC	KEDZIE GATEWAY TIF WORK		4,625.00
RYAN LLC	ANNUAL TIF REPORTS FOR STATE		459.17
RYAN LLC	ANNUAL TIF REPORTS FOR STATE	EXPENSES	459.16
RYAN LLC	ANNUAL TIF REPORTS FOR STATE		459.17
RYAN LLC	ANNUAL TIF REPORTS FOR STATE	PUBLIC WORKS	459.16
RYAN LLC	ANNUAL TIF REPORTS FOR STATE	PUBLIC WORKS	459.17
RYAN LLC	ANNUAL TIF REPORTS FOR STATE	PUBLIC WORKS	459.17
RYAN LLC	FINANCIAL ANALYSIS	MANAGER'S OFFICE	1,000.00
Total RYAN LLC:			8,380.00
SAFETY KLEEN	CONTRACTUAL SERV - PW	PUBLIC WORKS	557.79
Total SAFETY KLEEN:			557.79
SAMUEL PEREZ	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	180.98
Total SAMUEL PEREZ:			180.98
SAUNORIS BROTHERS INC	WREATHS FOR SOUTH VIADUCT	PUBLIC WORKS	136.00
Total SAUNORIS BROTHERS INC:			136.00
SHERWIN WILLIAMS	PAINT	PUBLIC WORKS	71.54
SHERWIN WILLIAMS	PAINT	PUBLIC WORKS	104.41
Total SHERWIN WILLIAMS:			175.95
SHIVAM FAMILY LIQUORS INC.	HOLIDAY LIGHTS - WINE	MANAGER'S OFFICE	1,800.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total SHIVAM FAMILY LIQUORS INC.:			1,800.00
SIRCHIE FINGER PRINT LABS	EVIDENCE SUPPLIES	POLICE DEPARTMENT	130.10
SIRCHIE FINGER PRINT LABS	EVIDENCE SUPPLIES	POLICE DEPARTMENT	180.24
Total SIRCHIE FINGER PRINT LABS:			310.34
SNAP-ON INDUSTRIAL	VEHICLE MAINTENANCE TOOL	PUBLIC WORKS	432.25
Total SNAP-ON INDUSTRIAL:			432.25
STANDARD EQUIPMENT CO	WATER DEPT REPAIR PARTS	PUBLIC WORKS	300.44
STANDARD EQUIPMENT CO	WATER DEPT REPAIR PARTS	PUBLIC WORKS	101.13
Total STANDARD EQUIPMENT CO:			401.57
STEVE DE JONG	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total STEVE DE JONG:			480.00
SUBURBAN LABORATORIES IN	WATER SAMPLES	PUBLIC WORKS	2,005.00
Total SUBURBAN LABORATORIES INC:			2,005.00
SYLVIA ALEXANDER	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	88.00
Total SYLVIA ALEXANDER:			88.00
TALLGRASS RESTORATION LL	WETLAND RESTORATION PROJECT	PUBLIC WORKS	5,900.00
TALLGRASS RESTORATION LL	WETLAND RESTORATION PROJECT	PUBLIC WORKS	3,400.00
Total TALLGRASS RESTORATION LLC:			9,300.00
TARGETSOLUTIONS LEARNING	ANNUAL SUBSCRIPTION - FD	MANAGER'S OFFICE	2,270.50
TARGETSOLUTIONS LEARNING	FD VEHICLE INVENTORY SYSTEM	MANAGER'S OFFICE	3,245.10
Total TARGETSOLUTIONS LEARNING, LLC:			5,515.60
TERMINAL SUPPLY COMPANY	VEHICLE MAINT SHOP SUPPLIES	PUBLIC WORKS	172.20
TERMINAL SUPPLY COMPANY	VEHICLE MAINT SHOP SUPPLIES	PUBLIC WORKS	677.06
Total TERMINAL SUPPLY COMPANY:			849.26
TERMINIX PROCESSING CNTR	PEST CONTROL SERVICE	PUBLIC WORKS	117.00
TERMINIX PROCESSING CNTR	PEST CONTROL SERVICE	PUBLIC WORKS	118.00
Total TERMINIX PROCESSING CNTR:			235.00
THIRD DISTRICT FIRE CHIEFS	INITIAL BOX ALARM DISPATCH FEE	FIRE DEPARTMENT	250.00
Total THIRD DISTRICT FIRE CHIEFS ASSN:			250.00
THOMAS HEALY	80% MEDICARE SUPPL REIMBURSEMENT	MANAGER'S OFFICE	392.29
Total THOMAS HEALY:			392.29

Name	Description	DEPARTMENT	Net Invoice Amount
THOMAS S FURLAN	HOLIDAY MARKET ENTERTAINMENT	MANAGER'S OFFICE	150.00
THOMAS S FURLAN	HOLIDAY MARKET ENTERTAINMENT	MANAGER'S OFFICE	150.00
Total THOMAS S FURLAN:			300.00
THOMPSON ELEVATOR INSPEC	ELEVATOR INSPECTIONS	FIRE DEPARTMENT	8.00
Total THOMPSON ELEVATOR INSPECTION:			8.00
T-MOBILE	CELL PHONES AND IPADS	MANAGER'S OFFICE	3,167.97
Total T-MOBILE:			3,167.97
TREASURER STATE OF ILLINOI	TRAFFIC SIGNAL MAINTANENCE	PUBLIC WORKS	3,087.45
Total TREASURER STATE OF ILLINOIS:			3,087.45
TRL TIRE SERVICE	PUBLIC WORKS TIRES	PUBLIC WORKS	153.72
TRL TIRE SERVICE	PUBLIC WORKS TIRES	PUBLIC WORKS	151.22
Total TRL TIRE SERVICE:			304.94
TRONC	LEGAL NOTICES	MANAGER'S OFFICE	882.00
Total TRONC:			882.00
TYLER HALL	2024 CELL PHONE REIMBURSEMENT	MANAGER'S OFFICE	480.00
Total TYLER HALL:			480.00
ULINE	DOOR HANGERS	PUBLIC WORKS	219.50
Total ULINE:			219.50
VCNA PRAIRIE LLC	SCIENCE CENTER PROJECT	PUBLIC WORKS	708.40
VCNA PRAIRIE LLC	SCIENCE CENTER PROJECT	PUBLIC WORKS	543.41
Total VCNA PRAIRIE LLC:			1,251.81
VERIZON CONNECT NWF INC	PUBLIC WORKS GPS	PUBLIC WORKS	249.47
Total VERIZON CONNECT NWF INC:			249.47
VERIZON WIRELESS SVCS LLC	MOBILE PHONE SERVICE-ALL DEPTS	MANAGER'S OFFICE	582.56
Total VERIZON WIRELESS SVCS LLC:			582.56
WALTS FOOD CENTER	WATER FOR MEETING ROOMS	MANAGER'S OFFICE	44.91
Total WALTS FOOD CENTER:			44.91
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	92.88
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	5.94
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	133.82
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	MANAGER'S OFFICE	25.88

Name	Description	DEPARTMENT	Net Invoice Amount
Total WAREHOUSE DIRECT OFFICE PDTS:			206.76
WEST SIDE TRACTOR SALES	STREET DEPT REPAIR PARTS	PUBLIC WORKS	1,318.22
WEST SIDE TRACTOR SALES	WATER DEPT REPAIR PARTS	PUBLIC WORKS	289.46
WEST SIDE TRACTOR SALES	WATER DEPT REPAIR PARTS	PUBLIC WORKS	137.48
WEST SIDE TRACTOR SALES	WATER DEPT REPAIR PARTS	PUBLIC WORKS	379.83
Total WEST SIDE TRACTOR SALES:			2,124.99
WEX BANK	POLICE DEPT FUEL HSI	PUBLIC WORKS	347.29
Total WEX BANK:			347.29
WINDY CITY AMUSEMENT INC	HOLIDAY LIGHTS CAROUSEL AND TRAIN - FINAL PYMT	MANAGER'S OFFICE	5,000.00
Total WINDY CITY AMUSEMENT INC:			5,000.00
WINTER EQUIPMENT CO	STREET DEPT REPAIR PARTS	PUBLIC WORKS	1,956.81
Total WINTER EQUIPMENT CO:			1,956.81
ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	FIRE DEPARTMENT	103.32
Total ZOLL MEDICAL CORPORATION:			103.32
Grand Totals:			779,650.98

Dated: _____

Village Clerk: _____

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Bob Grabowski, Fire Chief

Topic: Oath of Office – Chief Building Inspector

PURPOSE

To administer the oath of office to the recently hired Chief Building Inspector, Dennis Johnson.

PROCESS

The Village recently went through the recruitment process for the position of Chief Building Inspector and offered the position to Dennis Johnson of Chicago.

Dennis previously worked as Building Inspector in Oak Park, Illinois. His first day with the Village was November 27, 2023.

FINANCIAL IMPACT

- **Funding Source:** N/A

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Request the Village Clerk administer the Oath of Office to Dennis Johnson for the position of Chief Building Inspector for the Building Division of the Fire Department.

ATTACHMENT(S)

None



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Bob Grabowski, Fire Chief

Topic: Amendment to Homewood Municipal Code regarding lien filing

PURPOSE

The Illinois Municipal Code authorizes a municipality to remove nuisance vegetation from private property if the property owner refuses or neglects to remove the nuisance vegetation after notice has been given. The municipality is able to recover its costs for removing nuisance vegetation, which includes grass mowing, by recording a lien against the property. The Municipal Code needs to be amended in order to be consistent with State law.

PROCESS

Section 20-87 of the Homewood Municipal Code states the process for recording liens against private property for nuisance vegetation removal. After review by the Village Attorney, it was found that the code should be amended to make it consistent with State law.

State law allows the Village to record a lien within one year after incurring its cost. The current code requires recording within 60 days. While it's in the Village's best interest to record liens as soon as possible, the revision allows the Village more flexibility to recover its costs if it takes longer to prepare liens.

This amendment also removes references to the recorder of deeds. Liens and other real estate related documents in Cook County are recorded through the Cook County Clerk's Office instead.

FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Completed

VILLAGE OF HOMEWOOD

Item 10. A.



RECOMMENDED BOARD ACTION

Pass an ordinance amending section 20-87 of the Homewood Municipal Code regarding the procedure for preparing and recording liens.

ATTACHMENT(S)

Ordinance

ORDINANCE NO. MC-1077

AN ORDINANCE AMENDING SECTION 20-87 OF THE HOMEWOOD MUNICIPAL CODE UPDATING THE PROCEDURE FOR PREPARING AND RECORDING LIENS WHEN THE VILLAGE CUTS GRASS OR REMOVES NUISANCE VEGETATION FROM PRIVATE PROPERTY

WHEREAS, Section 11-20-7 (65 ILCS 5/11-20-7) of the Illinois Municipal Code (“the Code”) authorizes a municipality to remove nuisance greenery from private property if the property owner, after reasonable notice, refuses or neglects to remove the nuisance greenery; and

WHEREAS, Section 11-20-7 of the Code authorizes a municipality to recover its reasonable removal costs for removing nuisance greenery by recording a lien against the underlying property; and

WHEREAS, Section 11-20-15 of the Code details the requirements for a municipality to perfect such a lien; and

WHEREAS, Section 20-87 of the Homewood Municipal Code codifies the local procedures for recording liens against private property for nuisance greenery removal; and

WHEREAS, the Board of Trustees of the Village of Homewood find it necessary to update Section 20-87 to conform local lien procedures with the Code.

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Homewood, Cook County, Illinois:

SECTION ONE - AMENDMENT TO THE HOMEWOOD MUNICIPAL CODE:

Section 20-87 of the Homewood Municipal Code is amended as follows (additional language underlined, deleted language ~~stricken~~):

Sec. 20-87. - Cost of vegetation cutting, trimming, or removal to be recorded; notice of lien.

- (a) If the code enforcement official causes grass, weeds, trees, or plants to be cut, trimmed, or removed as provided in this division, a notice of lien of the cost and expense incurred by the village shall be recorded as provided in 65 ILCS 5/11-20-7 and 65 ILCS 5/11-20-15. The village, or the person performing the service by authority of the village, shall

within ~~60 days~~ one year after the removal cost is incurred ~~thereafter file record~~ a notice of lien in the office of the ~~county recorder of deeds~~ Cook County Clerk. The notice of lien shall consist of a sworn statement setting out:

- (1) A description of the real estate sufficient for identification thereof;
 - (2) The amount of money representing the cost and expense incurred or payable for the service, to include recording charges for the lien and a release of lien;
 - (3) The date ~~when such cost and expense~~ the removal cost was incurred by the village.
- (b) In addition to filing a notice of lien with the ~~recorder of deeds~~ Cook County Clerk, notice of such lien also shall be personally served on or sent by Certified Mail to the person to whom was sent the tax bill for the general taxes on the property for the last preceding year. Every lien recorded pursuant to this section shall include an additional charge in an amount as provided on the village fee schedule to recover the costs expended by the village in preparing the lien, plus the actual recording cost as determined by the ~~county recorder of deeds~~ Cook County Clerk.

SECTION TWO - EFFECTIVE DATE:

This ordinance shall be in full force and effect after its passage, approval, and publication in accordance with law.

PASSED and APPROVED this 12th day of December, 2023.

Village President

ATTEST:

Village Clerk

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Robert Grabowski, Fire Chief

Topic: Adopting Home Rule Standards for Administrative Adjudication

PURPOSE

Approve an ordinance allowing the Village of Homewood to adopt home rule administrative adjudication standards that enhances the Village process of imposing liens against property, effective January 1, 2024.

PROCESS

The State Legislature recently amended the Illinois Municipal Code to allow non-home rule communities like Homewood to adopt the same rules for administrative adjudication previously reserved for home rule municipalities. The attached ordinance deletes the non-home rule procedures in the Homewood Municipal Code and replaces them with the home rule procedures. With this amendment, the Village will gain more control over the administrative adjudication process that should result in more effective building and property maintenance code enforcement.

The following information explains the significant differences between the Village's current non-home rule procedures and the proposed home rule procedures:

More Efficient Lien Process

Currently, in order to record a lien against property for unpaid building code fines imposed by the Hearing Officer, the Village must file a lawsuit at Markham Courthouse and ask a judge to certify the fines and costs, then, sign the memorandum of judgment to be recorded. As a result, many code enforcement fines go uncollected.

Per the new code amendment, in order to record a lien against property for unpaid building code fines imposed by the Hearing Officer, the Hearing Officer can certify the fines and costs and sign the memorandum of judgment to be recorded.

As a result, this process should yield better compliance with building and property maintenance codes, and realize a higher "fine recovery rate" for those properties that remain non-compliant.



Compliance not a Defense for Removal of Fine

Currently, if a property owner is cited for a building or property maintenance violation but corrects or removes the violation before the hearing, the corrective action becomes a defense to the citation making it more likely for the Hearing Officer to dismiss the case.

Per the new code amendment, if a property owner is cited for a building or property maintenance violation but corrects or removes the violation prior to the hearing, the Hearing Officer can consider the correction when setting the fine amount - if the property owner is found liable. The fact that the code violation was corrected after the citation was issued is no longer an absolute defense.

As a result, the Hearing Officer has more flexibility to address individual situations. The Hearing Officer may waive a fine, or find a defendant not liable, but could also impose a fine for late compliance when warranted (*for example: landlords with multiple rental properties who only make repairs after being cited*).

Allowable "Cost of Adjudication" Fee

Currently, there are no provisions to reimburse administrative adjudication program costs incurred by the Village.

Per the new code amendment, the new ordinance imposes an additional \$30 penalty on defendants who are found liable, to defray the Village's costs to coordinate and facilitate the adjudication process.

As a result, this \$30 penalty provides a funding source to cover some of the adjudication program costs.

FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Completed

VILLAGE OF HOMEWOOD

Item 10. B.



RECOMMENDED BOARD ACTION

Pass an ordinance allowing the Village of Homewood to adopt standards to enhance compliance and enforcement of our Fire and Building Codes through our local Administrative Adjudication hearing process.

ATTACHMENT(S)

Ordinance

ORDINANCE NO. MC-1078**AN ORDINANCE AMENDING CHAPTER 2 OF THE HOMEWOOD MUNICIPAL CODE TO ADMINISTRATIVELY ADJUDICATE MUNICIPAL CODE VIOLATIONS UNDER DIVISION 2.1 OF THE ILLINOIS MUNICIPAL CODE**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be considered proper; and

WHEREAS, the Village of Homewood is a municipal corporation and non-home rule unit of local government under the Constitution of the State of Illinois of 1970, as amended (referred to here as "Homewood" or "Village"); and,

WHEREAS, Public Act 103-260 amended Section 1-2.1-1 of the Illinois Municipal Code (65 ILCS 5/1-2.1-1) to allow non-home rule units of local government to adopt administrative adjudication procedures previously only available to home rule municipalities; and

WHEREAS, the corporate authorities of the Village of Homewood believe that reorganizing the Village's Code Hearing Unit under Division 2.1 of the Illinois Municipal Code (65 ILCS 5/1-2.1-1 *et seq.*) would provide the Village with an efficient method for adjudicating alleged ordinance violations that is less costly to both the Village and the accused, provides the necessary due process protections for the accused, and allows the Village to more efficiently protect its residents' health, safety and general welfare; and,

WHEREAS, in furtherance of this belief, the corporate authorities have reviewed the proposed revisions to the Homewood Municipal Code, attached and incorporated as *Exhibit A*; and,

WHEREAS, upon review of the same, the corporate authorities believe this revision of the Homewood Municipal Code would meet the goals outlined above; and,

WHEREAS, the corporate authorities of the Village find that the proposed revisions to the Homewood Municipal Code are in the best interests of the Village and its citizens.

NOW, THEREFORE, be it ordained, by the President and Board of Trustees of the Village of Homewood as follows:

SECTION ONE - AMENDMENTS TO THE HOMEWOOD MUNICIPAL CODE:

Chapter 2, Article VII titled "Administrative Adjudication of Code Violations" is deleted in its entirety and replaced with the language contained in the attached Exhibit A.

SECTION TWO - REPEAL OF CONFLICTING PROVISIONS:

All ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, repealed on the effective date of this Ordinance.

SECTION THREE - SEVERABILITY:

If any provision of this Ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, this invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION FOUR - EFFECTIVE DATE:

This ordinance shall be in full force and effect on January 1, 2024 and after its passage, approval, and publication in accordance with law.

PASSED and APPROVED this 12th day of December, 2023.

Village President

ATTEST:

Village Clerk

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

Exhibit A

ARTICLE VII. - ADMINISTRATIVE ADJUDICATION OF CODE VIOLATIONS

Sec. 2-482. Creation of a system of administrative adjudication.

The Village of Homewood pursuant to Article I, Division 2.1 of the Illinois Municipal Code, 65 ILCS 5/1-2.1-1 *et seq.*, establishes a system of administrative adjudication, subject to the limitations of this Chapter, that provides due process of law, including notice and an opportunity for a hearing for all affected persons. If a conflict between this Chapter and Article I, Division 2.1 of the Illinois Municipal Code exists, then the Illinois Municipal Code shall prevail.

Sec. 2-483. Establishment of code hearing unit.

- (a) There is hereby established a Code Hearing Unit within the village responsible for conducting adjudicatory hearings, exercising the powers conferred in this Chapter and in the manner set out in this Chapter.
- (b) The Code Hearing Unit shall have jurisdiction to adjudicate all alleged violations of the Code, except for: (i) proceedings not within the statutory authority of the village; (ii) any offense under the Illinois Vehicle Code or a similar offense that is a traffic regulation governing the movement of vehicles; and, (iii) any reportable offense under Section 6-204 of the Illinois Vehicle Code.
- (c) The establishment of the Code Hearing Unit does not preclude the village from using other methods to enforce its Code.
- (d) The Code Hearing Unit shall consist of one or more Hearing Officers, as that term is defined herein, and such other agents or employees assigned to assist the Hearing Officer by the village.

Sec. 2-484. Definitions.

For this Chapter, these definitions shall apply unless the context indicates or requires a different meaning:

- (a) "Adjudicatory Hearings" means any hearing called by the Code Hearing Unit under this Chapter.
- (b) "Code" means the Homewood Municipal Code.
- (c) "Code Hearing Unit" is defined in Section 2-483 above.

- (d) “Complaint” means a written pleading, filed with the Code Hearing Unit by an authorized official of the village, which alleges a violation of the Code.
- (e) “Final Administrative Order” is defined in Section 2-488 below.
- (f) “Hearing Officer” means an agent of the village whose duty it is to:
 - (1) hear testimony and accept evidence relevant to the existence of an alleged violation of the Code;
 - (2) issue subpoenas directing witnesses to appear and give relevant testimony at the adjudicatory hearing, upon the request of the parties or their representatives;
 - (3) preserve and authenticate the record of the adjudicatory hearing and all exhibits and evidence introduced at the adjudicatory hearing;
 - (4) issue a determination, based on the evidence presented at the adjudicatory hearing, of whether a violation of the Code exists; and,
 - (5) impose penalties consistent with applicable provisions of the Code and assess costs after finding a party liable for the charged violation, except, however, that the Hearing Officer shall not have authority to (i) impose a penalty of incarceration; or, (ii) impose a fine either over \$50,000, or such other amount not to exceed the maximum amount established by the Mandatory Arbitration System as prescribed by the Rules of the Illinois Supreme Court from time to time for Circuit Court of Cook County. Any such fine imposed under this Chapter shall be exclusive of costs of enforcement or costs imposed to secure compliance with the Code and shall not apply to cases to enforce the collection of any tax imposed and collected by the village.
- (g) A “Non-Emergency Situation” means any situation that does not reasonably constitute a threat to the public interest, safety or welfare.

Sec. 2-485. Requirements of hearing officers.

- (a) Any attorney licensed to practice law in the State of Illinois for at least three years may be a Hearing Officer, provided that they comply with the provisions of this Section.

- (b) Before conducting adjudicatory hearings, Hearing Officers shall complete a formal training program that includes:
 - (1) instruction on the rules of procedure of the administrative hearings which they will conduct;
 - (2) Orientation to each subject area of the Code violations they will adjudicate;
 - (3) Observation of administrative hearings; and,
 - (4) Participation in hypothetical cases, including ruling on evidence and issuing final orders.
- (c) A person who has served as a judge in Illinois is not required to fulfill the requirements of subsection (b), herein.
- (d) Any person seeking to be appointed as a Hearing Officer for the village must present evidence of their compliance with this Section to the corporate authorities, in such form as considered appropriate by the corporate authorities.

Sec. 2-486. Proceedings for adjudicatory proceedings.

- (a) The filing of the Complaint shall institute proceedings before the Code Hearing Unit.
- (b) Parties shall be served with process in a manner reasonably calculated to give actual notice. For the purposes of this Chapter, “a manner reasonably calculated to give actual notice” shall mean, as appropriate, personal service of process upon a party, its employee or its agent; service by First-Class Mail at a party’s address; or notice posted upon the property where the alleged Code violation is found when the party is the owner or manager of the property. If the village requires the party to respond to the Complaint within a specified amount of time, the village shall file a reply with the Code Hearing Unit within the same amount of time afforded to the party responding to the Complaint.
- (c) Parties shall be given notice of any adjudicatory hearing. This notice must, at a minimum, include: (i) the type and nature of the Code violation to be adjudicated; (ii) the date and location of the adjudicatory hearing; (iii) the legal authority and jurisdiction under which the adjudicatory hearing is to be held; and, (iv) the penalties for failure to appear at the adjudicatory hearing.

- (d) Parties shall be provided with an opportunity for an adjudicatory hearing during which they may be represented by counsel, present witnesses and cross-examine opposing witnesses. Parties may request the Hearing Officer to issue subpoenas to direct the attendance and testimony of relevant witnesses, as well as the production of relevant documents.
- (e) Adjudicatory hearings shall be scheduled with reasonable promptness, provided that for adjudicatory hearings scheduled in all non-emergency situations, if requested by the defendant, the defendant shall have at least 15 days after service of process to prepare for an adjudicatory hearing. If service is provided by mail, the 15-day period shall begin on the day that the notice is deposited in the mail.

Sec. 2-487. Hearing; evidence.

The formal and technical rules of evidence shall not be applied in an adjudicatory hearing under this Chapter. The Hearing Officer may accept any evidence, including hearsay, if it is of a type commonly relied on by reasonably prudent persons in the conduct of their affairs.

Sec. 2-488. Findings, decision and order.

- (a) At the conclusion of the adjudicatory hearing, the Hearing Officer shall make a determination (the "Final Administrative Decision"), based on the evidence presented at the adjudicatory hearing, of whether a violation of the Code exists. The Final Administrative Decision shall be in writing and shall include a written finding of fact, decision and order including the fine, penalty or action with which the defendant must comply.
- (b) Upon a finding of liability, in addition to any fine imposed for underlying code violation, the Hearing Office shall impose an additional thirty-dollar (\$30.00) penalty as an administrative adjudication hearing cost. This additional penalty shall be independent of any fine that may be reduced by the Hearing Office for compliance with the Code.
- (c) A copy of the Final Administrative Decision shall be served on the Parties within five (5) days after issuance. The Final Administrative Decision shall be served in a manner allowed by Section 2-486(b) unless the parties agree to an alternative form of service.

- (d) Payment of any penalty or fine and the disposition of fine money shall be in the same manner as set forth in the Code.

Sec. 2-489. Review under Illinois Administrative Review Law.

Any Final Administrative Decision by a Code Hearing Unit, that a Code violation exists, shall be a final determination for purposes of judicial review and shall be subject to review under the Illinois Administrative Review Law, 735 ILCS 5/3-101 *et seq.*

Sec. 2-490. Judgment on findings, decision and order.

- (a) Any fine, other sanction or costs imposed, or part of any fine, other sanction or costs imposed, remaining unpaid after the exhaustion of or the failure to exhaust judicial review procedures under the Illinois Administrative Review Law are a debt due and owing the village and may be collected in accordance with applicable law.
- (b) After expiration of the period in which judicial review under the Illinois Administrative Review Law may be sought for a Final Administrative Decision of a Code violation, unless stayed by a court of competent jurisdiction, the findings, decision and order of the Hearing Officer may be enforced in the same manner as a judgment entered by a court of competent jurisdiction.
- (c) In any case in which a defendant has not complied with a judgment ordering a defendant to correct a Code violation or imposing any fine or other sanction because of a Code violation, any expenses incurred by a village to enforce the judgment, including, but not limited to, attorney's fees, court costs and costs related to property demolition or foreclosure, after they are fixed by a court of competent jurisdiction or a Hearing Officer, shall be a debt due and owing the village and may be collected in accordance with applicable law. Prior to any expenses being fixed by a Hearing Officer under this subsection, the village shall provide notice to the defendant that states that the defendant shall appear at a hearing before the Hearing Officer to determine whether the defendant has failed to comply with the judgment. The notice shall set the date for this hearing, which shall not be less than seven days from the date that notice is served. If notice is served by mail, the seven-day period shall begin on the date that the notice was deposited in the mail.
- (d) Upon being recorded in the manner required by Article XII of the Code of Civil Procedure, 735 ILCS 5/12-101 *et seq.*, or by the Uniform

Commercial Code, 810 ILCS 5/1-101 *et seq.*, a lien shall be imposed on the real estate or personal estate, or both, of the defendant in the amount of any debt due and owing the village under this Chapter. The lien may be enforced in the same manner as a judgment lien pursuant to a judgment of a court of competent jurisdiction.

- (e) A Hearing Officer may set aside any judgment entered by default and set a new hearing date, upon a petition filed within 21 days after the issuance of the order of default, if the Hearing Officer determines that the defendant's failure to appear at the adjudicatory hearing was for good cause or at any time if the defendant establishes that the village did not provide proper service of process. If any judgment is set aside pursuant to this subsection, the Hearing Officer shall have the authority to enter an order extinguishing any lien which has been recorded for any debt due and owing the village because of the vacated default judgment.

Sec. 2-491. Petition to vacate default order; fee.

After entry of an order finding the defendant in default and liable, the hearing officer shall not entertain a request to vacate the default filed more than 21 days after issuance of the default order unless the defendant first pays an administrative fee in the amount provided on the village fee schedule to the village. The administrative fee shall be due when the defendant files a request to return the matter to the administrative hearing call.

Sec. 2-492 - 2-567. - Reserved.



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Amy Zukowski, Director of Finance

Topic: Transfer Unassigned Fund Balance to Capital Project Fund

PURPOSE

Board approval is needed to transfer \$2 million of unassigned fund balance from the General Fund to the Capital Projects fund. This transfer allows the Village to complete various capital projects that would have otherwise been funded by a 2023 bond issuance that the Village chose to forego. The transfer is also authorized under the Village's Fund Balance policy that was recently amended and approved by the Board of Trustees at the September 26, 2023 Board meeting.

PROCESS

Fund Balance Policy

At the September 26, 2023 Board meeting, the Board of Trustees passed a resolution approving an amended Fund Balance Policy for the Village's General Fund. The amended Policy requires the Village to maintain a minimum of no less than five (5) months of budgetary operating expenditures. Per definition, any fund balance over and above the 5 months of operating expenditure is considered **unrestricted funds** because the funding has not been obligated to spend. In section 4.2 of the amended Fund Balance Policy, four (4) spending priorities were listed intended to provide guidance on how these unrestricted funds should be used. The priorities to use unrestricted funding, in order of importance, are as follows:

1. Fund capital projects
2. Fund Non-TIF and Economic Development Incentives
3. Increase unassigned fund balance up to a maximum of six (6) months; Develop a rainy day or contingency fund
4. Contribute funding to pensions

Fiscal Year 2022-2023 Audit Results

The Village's final audit for fiscal year 2022-2023 reflected a significant increase to the Village's fund balance within the General Fund. The total addition to fund balance was \$4.66M. This fund balance was a collective result of (1) revenue collected by the new Ground Emergency



Transport (GEMT) ambulance fees, (2) sales tax performing better than expected during the budget process, and (3) the Village's overall expenses were 95% of what was budgeted.

Under the amended Fund Balance Policy, which requires a minimum of five (5) months of budgetary operating expenditures, \$3.7M is available to use following the priorities listed above.

General Obligation Bond Delay

The Village is limited to issuing a non-referendum general obligation bond once every three (3) years of approximately \$2M (5% of Homewood's EAV - \$382M). These funds are used strictly for capital projects.

The Village's last bond issuance was in 2020. The final principal and interest payment was made in 2023. The decision to delay the issuing of another general obligation bond until next fiscal year allows the Village to keep an eye on interest rates in hopes that they will decrease during next year. However, the capital projects were budgeted assuming a new bond would be issued during this fiscal year 2023-2024.

Capital Projects

Staff recommends utilizing \$2M of the unassigned fund balance as prioritized in the Fund Balance Policy to replace the \$2M that would have been issued to the Village through a general obligation bond to fund capital projects that were budgeted for Fiscal Year 2023-2024.

The carryforward balance in the Bond Capital Project fund as of April 30, 2023, was \$595,603. These are the funds remaining to be spent from the 2020 General Obligation Bond. By adding the additional \$2M, the total capital dollars available in Fiscal Year 2023-2024 is \$2,595,603.

A list of capital projects to be funded with the \$2M is included. There is a separate list of the capital projects that will be funded with the remaining \$595,603 of bond funds. The costs are based on estimates at the time the budget was approved. Costs may have increased since then.

OUTCOME

Homewood is fortunate to have added to our fund balance through successful budget and audit processes in Fiscal Year 2022-2023 and to be able to utilize, through our Fund Balance Policy, the unassigned balance available to fund capital projects. The Village will look to issue a general obligation bond in 2024 to have more funding available for the ongoing capital needs of the Village.



FINANCIAL IMPACT

With the use of unassigned fund balance, The Village is able to postpone issuing the next general obligation bond while continuing to fund capital projects in Fiscal Year 2023-2024.

- **Funding Source:** Unassigned fund balance within the General Fund to be transferred to the Capital Project fund, as well as remaining 2020 General Obligation Bond funds.
- **Budgeted Capital Projects:** \$2,595,603
- **Cost:** N/A

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Approve the transfer of \$2 million from the General Fund (Fund 01) unassigned fund balance to the Capital Projects Fund (Fund 37).

ATTACHMENT(S)

- List of Capital Projects
- Fund Balance Policy for the Village's General Fund

Capital Projects to be funded with \$2M transfer of unassigned fund balance to Capital Projects Fund

Item 10. C.

Department	Project Description	Capital Project Estimate
DPW	Storm Sewer - Loomis/Ridge	\$ 728,000
DPW	Science Center - ADA	275,000
DPW	Replace Public Works Radio System (50% in w/s)	169,000
DPW	Village-wide Camera Replacement/Improvements	150,000
DPW	183rd Street Project - Phase One	132,000
DPW	Auditorium HVAC Rooftop unit	52,000
DPW	Tuckpointing at various buildings (Village Hall, BCTC, Auditorium)	50,000
DPW	Ridge Road Storm Sewer Design - Ashland to Center	47,500
DPW	North Viaduct Retaining Wall Stabilization & Landscaping	47,500
DPW	Roof & Gutters Brian Carey Training Center Building C	45,000
DPW	Science Center - Parking Lot Resurfacing	31,000
DPW	Municipal Service Center Fence Replacement	28,600
FD	Replace Second Floor Carpet	25,000
VMO	Switches Upgrade (due to age & security camera project with B&M)	20,000
FD	Genesis E Force Combi Extrication Tool	12,500
FD	Paint Brian Carey Training Center Building C	10,000
TOTAL ALL DEPARTMENTS CAPITAL		\$ 1,823,100
Funds available through transfer		\$ 2,000,000

Capital Projects to be funded with remaining 2020 General Obligation Bond Funds

Department Project Description		Capital Project Estimate
DPW	Science Center Annex - Tuckpointing & Roof Replacement	\$ 210,000
DPW	Science Center - Sprinkler System	140,000
DPW	Vehicle Purchases	90,000
FD	Air Compressor	54,559
DPW	Izaak Walton Well	32,649
DPW	Science Center Annex - Interior Buildout	30,000
FD	Thermal Imaging Camera	18,520
TOTAL ALL DEPARTMENTS CAPITAL		\$ 575,728
Bonds Funds Available as of 4/30/2023 Audit		\$ 595,603

**VILLAGE OF HOMEWOOD
FUND BALANCE POLICY
General Fund**



THE VILLAGE OF
HOMewood

1893

1.0 INTRODUCTION AND OBJECTIVES

Financial management policies for the Village of Homewood are established by the Village Board. These policies are designed to provide guidance to all external and internal stakeholders that are involved or impacted by financial processes, internal control oversight, or financial transactions. Financial management policies are intended to serve as a blueprint to achieve sustainable fiscal stability required to accomplish the goals and objectives set by the Village Board. The Village Board sets forth the authorities, responsibilities, and accountability requirements of those participating in the operations of the Village of Homewood government at all levels of the organization and endeavors to:

- Establish and abide by sound financial principles
- Reduce financial risks to withstand the ups and downs of local and regional economic conditions and environments
- Maintain appropriate financial capacity to sustain present and future levels of quality municipal services
- Ensure the legal use of financial resources through an effective system of transparent internal controls
- Establish a high level of public accountability of financial processes and decisions

2.0 PURPOSE

It is the intent of the Village of Homewood to provide a stable financial environment for which its citizens can depend on consistent and quality level of services and for planned and unplanned future expenditures. The Finance Director is responsible for monitoring fund balance levels and reporting current and projected reserves during each budget cycle.

2.1 FUND BALANCE

Fund balance is an approximate measure of liquidity. Fund balance is a cornerstone of municipal financial flexibility and provides the Village of Homewood with options to respond to unexpected demands and issues. Fund balance attempts to buffer against short-term fiscal challenges with the use of General Fund and unrestricted fund balance.

2.2 FUND BALANCE POLICY

A fund balance policy gives the Village of Homewood the ability to maintain a set level of financial stability while protecting the Village's core services during lean financial times. The fund balance policy also seeks to provide cash flow for operations, and to provide assurance that the Village will be able to respond to emergencies with fiscal confidence.

It is essential to maintain adequate levels of fund balance to mitigate current and future risks and to ensure stable tax rates. Fund balance levels are a crucial consideration in long-term financial planning. Credit rating agencies carefully monitor levels of unassigned fund balance in the General Fund to evaluate the Village's continued creditworthiness.

3.0 FUND BALANCE DEFINITIONS

As defined by Governmental Accounting Standards Board (GASB) Number 54, Fund Balance Reporting and Governmental Fund Type Definitions, the fund balance will be composed of three primary categories:

3.0.1 Nonspendable Fund Balance

This is the portion of fund balance that is not available to be spent, either in the short term or long term, or through legal restrictions (e.g., inventories, prepaid items, land held for resale, and endowments).

3.0.2 Restricted

This is the portion of fund balance that is subject to external enforceable legal restrictions (e.g., grantor, contributor, and property tax levies).

3.0.3 Unrestricted is the portion of fund balance that reflects expendable available financial resources. It is made up of three components:

- a. Committed fund balance occurs when the Village Board takes a formal action such as adopting an ordinance or resolution or entering into a contract. The same action is required to remove the commitment of fund balance.
- b. Assigned fund balance denotes a self-imposed constraint with the intent to use fund balance for a specific purpose. No formal Village Board action is required.
- c. Unassigned fund balance is the residual portion of fund balance that does not meet any of the criteria described above.

4.0 MINIMUM UNASSIGNED FUND BALANCE LEVELS FOR THE GENERAL FUND

The General Fund is a major fund and the general operating fund of the Village. A healthy unassigned fund balance is needed to provide cash flow to pay expenditures when due. A fund balance's minimum level allows for cash flow while the Village waits to receive its tax collections and shared revenues. The unassigned fund balance is also a security against unforeseen changes or needs, i.e. natural disasters, loss of state shared revenues, etc.

Unassigned fund balance should represent no less than five (5) months of budgetary operating expenditures. The unassigned fund balance of the General Fund should never fall below five (5) months of budgeted operating expenditures unless authorized by the Village Board.

4.1 FUNDING AMOUNTS ABOVE THE MINIMUM FUND BALANCE

There may be occasions when the minimum fund balance is met and there are additional funds remaining in the fund balance as unrestricted funds.

4.2 PRIORITIZED USE OF UNRESTRICTED FUNDS ABOVE MINIMUM FUND BALANCE

The Village Board may decide to use unrestricted funds available above the minimum fund balance policy following the spending priorities below:

1. Fund capital projects
2. Fund Non-TIF and Economic Development Incentives
3. Increase unassigned fund balance up to a maximum of six (6) months; Develop a rainy day or contingency fund
4. Contribute funding to pensions

The Village shall endeavor to avoid the appropriation of fund balance for recurring operating expenditures. If at any time the utilization of a fund balance to pay for operating expenditures is necessary to maintain the quality or a defined level of services, a detailed and written explanation of the circumstances for the utilization of fund balance will be presented by the Village Manager to the Village Board of Trustees prior to the deliberation and consideration by the Village Board of Trustees.

4.3 UNASSIGNED FUND BALANCE FALLING BELOW MINIMUM

In the event that unassigned fund balance falls below four (4) months of budgeted operating expenses, staff will prepare and the Village Board will consider adopting a plan during the next budget process to replenish the unassigned fund balance to the minimum level over a period not to exceed twenty-four (24) months. The plan shall include how the Village's expenditures and/or revenue levels will be adjusted to match any new economic realities that are behind the use of unrestricted fund balance as a financing bridge.

In establishing the minimum unassigned fund balance level of no less than five months of operating expense, the Village will consider the following factors:

1. The predictability of the Village's revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
2. The Village's exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts);
3. The potential drain upon General Fund resources from other funds, as well as the availability of resources in other funds;
4. The potential impact on the entity's bond ratings and the corresponding increased cost of borrowed funds.

Should any of the above factors change, the Village should readdress current unrestricted fund balance levels to ensure amounts are appropriate.



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: John D. Schaefer, Director of Public Works

Topic: Purchase of Decorative Roadway Poles – Southgate TIF

PURPOSE

Purchase two (2) replacement decorative roadway poles and lights for the Southgate Business Tax Increment Financing (TIF) District.

PROCESS

Public Works desires to have replacement poles on-hand to replace poles due to damage by vehicles. Dixie Highway, as a highly-traveled roadway, is susceptible to street lights being damaged by vehicle crashes and impacts. The current lead time (ordering to delivery) for light poles and fixtures is 12 months. The Village has long-since standardized its decorative roadway light poles and uses twenty-three foot Valmont™ poles with twin aluminum arms. Staff will order and purchase two (2) replacement decorative roadway poles and lights that will be used exclusively to replace damaged lights within the Southgate TIF as warranted.

OUTCOME

Staff obtained price quotes on the replacement poles, and the lowest price per pole was from Crescent Electric Supply Company of Elk Grove, IL. The unit price per pole is \$7,955 and the unit price for each light fixture is \$5,134. The total for two complete sets of light pole and light fixture totals \$26,178. The Southgate TIF has funding available to cover this cost. This purchase would typically be bid; however the quotes provided real-time costs from multiple suppliers. Staff is requesting for the board to waive the bid process in response to the proposals received.

FINANCIAL IMPACT

- **Funding Source:** Southgate TIF
- **Budgeted Amount:** \$0
- **Cost:** \$26,178

LEGAL REVIEW

Not Required



RECOMMENDED BOARD ACTION

Waive competitive bidding in response to the lowest cost proposal received, and approve the purchase of two (2) Hadco Hagerstown LED fixtures and two (2) 23' Valmont™ pole with twin aluminum arms from Crescent Electric Supply Company of Joliet Illinois, in the amount of \$26,178.

ATTACHMENT(S)

Quote



1867 Crescent Way
Joliet, Il. 60434
Phone: 815-725-3020
Fax: 815-725-3167
e-mail: glenn.kitchell@cesco.cor

Company: City of Homewood
Address:
City/State:
Attn: Eric Fritz/John Schaefer

Date: 12-07-23
Subject Homewood Decorative Pole
Quote #: GKE12723
Notes:

We Thank you for your inquiry and are pleased to submit the following quotation:

Qty	Type	Mfr.	Description	Unit Price/E	Total
4	F1	HADCO	N2TX03N TX0348G3BA1A5NN740A3NSP1 54 Watt Luminaire Hadco Hagerstown LED per Drawing. 7-8 Week Lead Time.	\$2,567.00	\$10,268.00
2	P1	Valmont	23' Pole w/ Twin Alum Arms. Huntington Base (2) Banner Arms, GFI Receptacle, Coupling Set , Powdered Black 24-26 Week Lead Time	\$7,955.00	\$15,910.00
				Total	\$26,178.00

Sales Department

Prices F.O.B. shipping point, with full freight allowed to destination unless otherwise stated above.
This quotation does not include accessory equipment unless such items are listed.



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: John D. Schaefer, Director of Public Works

Topic: Southgate TIF Expenditure – Terrace Road Parking Lot Improvement

PURPOSE

In the FY 2023-24 Budget, Public Works planned to make improvements to the Village-owned parking lot located behind the current Cilantro restaurant at 18755 Dixie Highway. These improvements included 460 feet of storm sewer installation, catch basin inlets, ditch work, tree removal and trimming, pavement replacement, light purchase and installation, and fence work. The purchase of materials for this project requires Board approval.

PROCESS

Public Works prepared plans and cost estimates along with a material list for the storm sewer portion this project. Public Works desires to purchase the needed materials from various suppliers that we currently use for material purchases. Public Works will be purchasing material from our current contractual material vendors - Core & Main of Mokena, IL – C & M Pipe and Supply of Lynwood, IL and Great Lakes Concrete of Chicago Heights, IL. Once the material has been ordered and a confirmed delivery is set, Public Works will set the work schedule for construction. Public Works plans to accomplish as much work as this season will allow, depending on weather, with the majority of the work realistically performed in the spring of 2024.

The storm sewer installation, catch basin inlets, ditch work, tree removal and trimming, pavement replacement, light purchase and installation, and fence work is planned to be done using *in-house* staff to save on costs. The budgeted cost for this parking lot project is estimated at \$210,000 being funded from the Southgate TIF District Fund.

OUTCOME

The materials needed for the improvement of the public parking lot behind 18755 Dixie Highway will be purchased in 2023 with the great majority of the work to be completed in 2024.

This project will complete the planned improvements to the public parking lot and will provide rear yard drainage relief for the properties located to the north of the parking lot. The project will also provide drainage for several properties to the east of this parking lot, alleviating stormwater issues that have been ongoing for many years.



FINANCIAL IMPACT

- **Funding Source:** Southgate TIF
- **Budgeted Amount:** \$210,000.00
- **Cost:** \$47,065.20

LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Waive competitive bidding, based on the utilization of existing contracted vendors to purchase material that has been bid competitively for other projects; and approve the purchase of material for the purpose of drainage improvements for the Terrace Road parking lot project, in an amount not to exceed \$47,065.20.

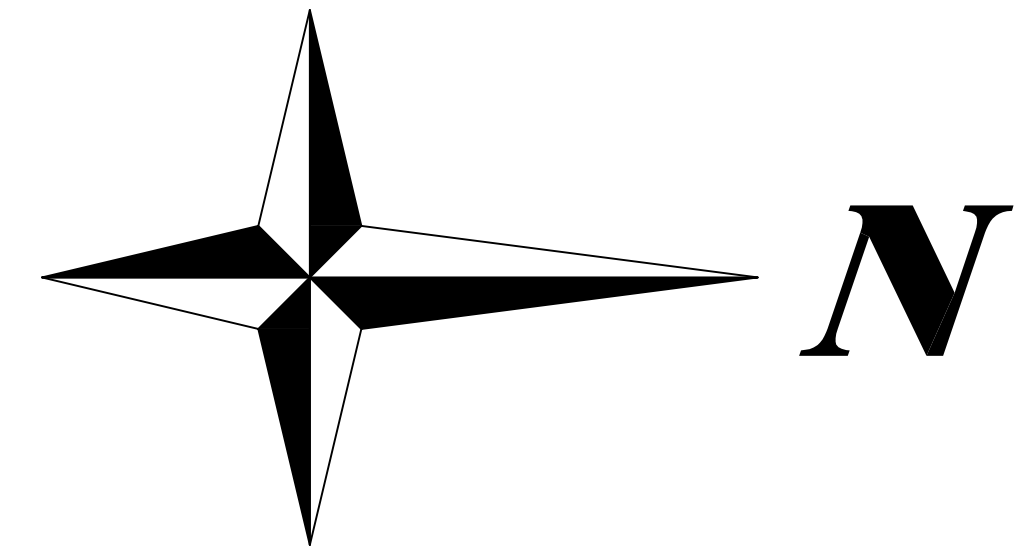
ATTACHMENT(S)

Material list

2023 Capital Improvements Program
Terrace Road Parking Lot/Storm Sewer Improvement

<u>Amount</u>	<u>Item Description</u>	<u>Cost</u>	<u>Vender</u>	<u>Total</u>
140 Feet	10 inch ABS Pipe	1,311.80	Core& Main	1,311.80
320 Feet	18 inch ABS Pipe	6,182.40	Core& Main	7,494.20
1 Pallet	Underground Mortar Mix	882.00	C & M Pipe	8,376.20
1 Pallet	Mortar Mix	546.00	C & M Pipe	8,922.20
7	Manhole,Inlet,CB,Frames	11,015.00	Great Lakes Concrete	19,937.20
290 Tons	Stone IDOT RR 3	12,542.50	Shipley	32,479.70
175 Tons	Stone CA-6	2,353.75	Shipley	34,833.45
405 Tons	Stone CA-7	7,188.75	Shipley	42,022.20
12%	Contingency	5,043.00		47,065.20

Terrace Rd



CILANTRO

SOUTHGATE
MINI MART

PRIDE
CLEANERS

EXISTING
CONCRETE
WALL

CATCH BASIN, TYPE A, 2' DIA., W/ 12" SUMP
W/TYPE 11 FRAME
RIM = 97.98
INV. = 94.80 (E)

MANHOLE, TYPE A, 4' DIA., W/TYPE 1
FRAME & CLOSED LID
RIM = 98.39
10" INV. = 93.18 (E)
18" INV. = 93.18 (N/S)

CATCH BASIN, TYPE A, 2' DIA., W/ 12"
SUMP W/TYPE 8 GRATE
RIM = 95.87
10 INV. = 94.54 (W)

DITCH HIGH POINT
E.G. = 98.20
P.G. = 98.37

EXISTING
LIGHT POLE

DITCH HIGH POINT
E.G. = 96.47
P.G. = 96.47

ADS N-12 DUAL WALL PIPE
@ 0.50% (TYP.)

MANHOLE, TYPE A, 4' DIA., W/TYPE 1
FRAME & CLOSED LID
RIM = 98.49
10" INV. = 93.73 (E)
18" INV. = 93.73 (N/S)

CATCH BASIN, TYPE A, 2' DIA., W/ 12"
SUMP W/TYPE 8 GRATE
RIM = 95.54
10" INV. = 94.21 (W)

EXISTING
LIGHT POLE
BM = 100.00

CATCH BASIN, TYPE A, 2' DIA., W/ 12"
SUMP W/TYPE 8 GRATE
RIM = 95.70
INV. = 94.11 (S)

MANHOLE, TYPE A, 4' DIA., W/TYPE 1
FRAME & CLOSED LID
RIM = 98.57
INV. = 94.00 (N/S)

DITCH HIGH POINT
E.G. = 96.73
P.G. = 96.73

MANHOLE TYPE A, 4' DIA., W/TYPE 11
FRAME
RIM = 97.87
10" INV. = 92.65 (W)
18" INV. = 92.65 (N/S)

PP WITH LIGHT

DOGHOUSE MANHOLE, TYPE A, 4' DIA.,
W/TYPE 1 FRAME & CLOSED LID
RIM = 98.30
EXIST. 18" INV. = 92.47 (E/W)
PROP 18" INV. = 92.48 (N)

TERRACE ROAD PARKING LOT PLAN

18"

34'-0"

54'-0"

104'-0"

50'-0"

50'-0"

110'-0"

60'-0"

40'-0"

55'-0"

37'-0"

22'-0"

1.00%

5.00%

1.20%

1.55%

3.00%

1.50%

1.50%

1.50%

18"

18"

10"

18"

10"

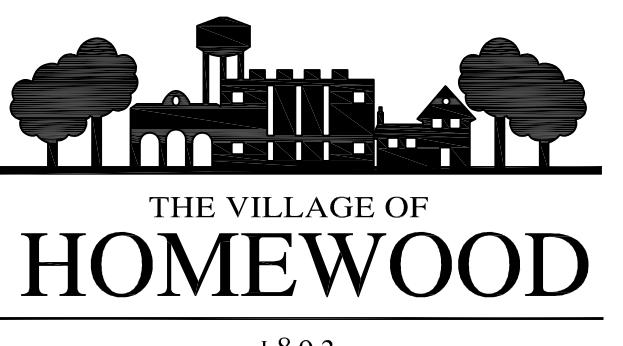
18"

24'-0"

12'-0"

15'-0"

18"



VILLAGE OF HOMEWOOD
ENGINEERING DIVISION

DESIGNED BY:	B.A.H.
DRAWN BY:	B.A.H.
CHECKED BY:	-

REVISIONS			
NO.	DATE	BY	DESCRIPTION
-	-	-	-

VILLAGE OF HOMEWOOD TERRACE ROAD PARKING LOT LAYOUT		
PLOT DATE: 11/29/23	DATE ISSUED: ---	SCALE: 1'-0"=10.0'
CAD FILE: J:\Engineering\PROJECTS\18-19\2018 TERRACE RD PARKING LOT\DRAWINGS		

SHEET
10
OF 10



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Amy Zukowski, Director of Finance

Topic: Southwest Central Business District TIF Termination

PURPOSE

The Southwest Central Business District (CBD) Tax Increment Financing (TIF) District expired on December 31, 2022. The year 2023 was the 23rd levy year in which incremental property taxes were collected. The Board of Trustees is now required to approve an ordinance terminating the Southwest Redevelopment Project area. The ordinance terminates the TIF District and confirms our recent notification to Cook County of this intention for taxing purposes.

PROCESS

Tax Increment Financing is the most powerful economic development tool available to municipalities in Illinois. It is used to revitalize blighted and under-performing areas in communities. This tool allows local governments to make the improvements needed in the area, such as new or improved roads or sewers, and to provide incentives to attract new businesses or help existing businesses remain and expand. Tax Increment Financing does this without tapping into general municipal revenues or raising taxes. Homewood currently has seven (7) active TIF districts.

Southwest CBD TIF Expired

Homewood’s Southwest CBD TIF was established on February 23, 1999 and expired on December 31, 2022.

TIF Incentives & Projects

Many businesses, such as those listed below, have benefited from the Southwest CBD TIF increment over the last 23 years.

Aurelio’s Pizza

Aurelio’s Pizza received TIF incentives to update their outdoor dining area, to complete tuckpointing, façade and atrium work, and make energy efficiency updates.



Blueberry Hill

Blueberry Hill benefited from the TIF by receiving reimbursement funds for interior and exterior improvements, façade updates, and updated outdoor seating.

Good Speed Cycles

Good Speed Cycles relocated their business to 2125 183rd Street in 2009. With the use of TIF funds, Good Speed was able to renovate the building, complete appearance upgrades, and make energy efficiency updates.

Lassen's Sports Bar & Grill

Lassen's Sports Bar & Grill benefited from the TIF by receiving reimbursement for acquisition costs, façade improvements, enclosing the outdoor seating area, new signage, and a basement remodel.

There have also been a number of public infrastructure improvements over the life of the TIF such as roadway lights, curb replacements, brick pavers, tree grates, and pedestrian lights.

OUTCOME

At the December 13, 2022 Board of Trustees meeting, a resolution was approved to transfer/port the remaining unobligated funds from the Southwest CBD Special Tax Allocation Fund to the adjoining Downtown Transit Oriented Development (TOD) TIF's Special Tax Allocation Fund.

FINANCIAL IMPACT

TIF funds will no longer be available to grant incentives for businesses to improve their property nor will TIF funds be available for public improvements. The Village will see an increase in property tax revenue back to the General Fund as a result of the properties in the TIF district returning to the tax rolls.

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Complete

RECOMMENDED BOARD ACTION

Pass an ordinance terminating the Southwest Central Business District Redevelopment Project area of the Village of Homewood.

VILLAGE OF HOMEWOOD

Item 10. F.



ATTACHMENT(S)

- Map of Southwest CBD TIF
- Ordinance

Southwest Central Business District (CBD)

Established Feb. 23, 1999 ends December 31, 2022



- Northern most boundary terminates at the south property line of the Climb On rock climbing facility – 18120 Harwood Avenue
- Western boundary terminates at the railroad right of way.
- Eastern boundary of Morris Avenue
- Southern most boundary terminates along the east/west alley of Lassen’s parking lot to the east and the municipal parking lot south of Blueberry Hill and the Animal Shelter.

ORDINANCE NO. M-2273**AN ORDINANCE TERMINATING THE SOUTHWEST
CENTRAL BUSINESS DISTRICT REDEVELOPMENT PROJECT
AREA OF THE VILLAGE OF HOMEWOOD, COOK COUNTY,
ILLINOIS**

WHEREAS, in February 1999 the Corporate Authorities of the Village of Homewood created the Southwest Central Business District Tax Increment Financing District by adopting the following ordinances: Ordinance No. M-1367 approving a Redevelopment Plan and Redevelopment Project for the Village of Homewood, Cook County, Illinois; Ordinance No. M-1368 designating the Area as a redevelopment project area; and Ordinance No. M-1369 adopting tax increment allocation financing for the Area; and

WHEREAS, In January 2009 the Corporate Authorities of the Village of Homewood adopted Ordinance M-1777 amending the Redevelopment Plan and Redevelopment Project; Ordinance M-1778 amending the Redevelopment Project Area; and Ordinance M-1779 confirming tax increment allocation financing for the amended TIF Area.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Homewood, Cook County, Illinois, as follows:

Section One - Termination of Redevelopment Project Area:

The Village hereby terminates the Southwest Central Business District Redevelopment Project Area as a "Redevelopment Project Area" under the Act, effective December 31, 2023 at 11:59 p.m.

Section Two - Ordinance to be Filed:

The Village Attorney shall immediately file a certified copy of this Ordinance with the Cook County Clerk's Office.

Section Three - Effective Date:

This Ordinance shall be in full force and effect from and after its passage, approval, and publication in accordance with law.

PASSED and APPROVED this 12th day of December, 2023.

Village President

Village Clerk

AYES _____ NAYS _____ ABSENT _____ ABSTAIN: _____

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Homewood, Cook County, Illinois, and as such I am the keeper of the records and files of the President and Board of Trustees of said Village.

I do further certify that the attached and foregoing is a correct copy of Ordinance M-_____ entitled **“An Ordinance Terminating the Southwest Central Business District Redevelopment Project Area of the Village of Homewood, Cook County, Illinois”** as adopted by the President and Board of Trustees of the Village of Homewood at a duly-noticed regular meeting held on December 12, 2023 and as signed by the President of said Village on December 12, 2023, all as appears from the official records of said Village in my care and custody.

In witness whereof, I have affixed my official signature and the corporate seal of the Village of Homewood, Cook County, Illinois on December 12, 2023.

Village Clerk

[SEAL]

EXHIBIT A
LEGAL DESCRIPTION

EXHIBIT A
LEGAL DESCRIPTION

REDEVELOPMENT PROJECT AREA LEGAL DESCRIPTION

All that part of the Southwest Quarter of Section 31, Township 36 North, Range 14 East of the Third Principal Meridian, and all that part of the Northeast Quarter of Section 6, Township 35 North, Range 14 East of the Third Principal Meridian, described as follows: Beginning at the northwest corner of Lot 4 in Block 6 in the Village of Thornton Station in Section 31, aforesaid, said point being on the easterly right of way line of the Illinois Central Railroad; thence South along the easterly right of way to a point on the North line of 183rd Street; thence East on the North line of 183rd Street to the point of intersection of the westerly line of Henry Street extended northerly; thence South along the northerly extension of Henry Street to the northwest corner of Henry Street vacated by document 12618873, said point being the intersection of the westerly extension of the South line of an East and West alley in Block 4 in South Homewood, a subdivision in Section 6, Township 35 North, Range 14 East of the Third Principal Meridian, aforesaid; thence East along the South Line of an East and West alley to the northwest corner of Lot 49 in Block 2, in South Homewood, aforesaid, said point being on the East line of Morris Avenue; thence North on the East line of Morris Avenue to the northwest corner of Lot 13 in said Block 2, said point being on the South line of 183rd Street; thence North on a straight line to the southwest corner of Lot 18 in Block 3 in the Village of Thornton Station in Section 31, aforesaid, said point being the intersection of the North line of 183rd Street and the East line of Morris Avenue; thence North on the East line of Morris Avenue to the southwest corner of Lot 19 in Block 2 in the Village of Thornton, aforesaid; thence West on the westerly extension of the South line of said Lot 19 in Block 2 to the intersection of the southerly extension of the East line of Block 6, in the Village of Thornton Station, aforesaid; thence North on the southerly extension of the East line of Block 6, aforesaid, to the northeast corner of Lot 4 in Block 6, in the Village of Thornton Station, aforesaid; thence West on the North line of Lot 4 in Block 6 in the Village of Thornton Station, aforesaid, to the Point of Beginning, all in the Village of Homewood, Cook County, Illinois.



BOARD AGENDA MEMORANDUM

DATE OF MEETING: December 12, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Amy Zukowski, Director of Finance

Topic: 2023 Final Real Estate Tax Levy

PURPOSE

After the Board of Trustees discusses the 2023 Real Estate Tax Levy during the Truth in Taxation Hearing, the Board is required to approve three (3) ordinances for the final 2023 Real Estate Tax Levy. The ordinances will then be filed with Cook County.

PROCESS

Staff discussed the setting of the 2023 Real Estate Tax Levy with the Board of Trustees at the November 14, 2023 Board meeting. It was requested that the Board approve staff's recommendation to use the State's Consolidated Funds Actuarial Calculation to meet the required statutory minimum for Police and Fire pension funding through the levy and direct staff to publish and hold a Truth in Taxation Hearing prior to the December 12, 2023 regular Board meeting.

A Truth in Taxation hearing is required because the total levy under the Property Tax Extension Limitation Law (PTELL) was over 5.0%. The total change in Consumer Price Index (CPI) is capped at a 5.0% increase. The actual CPI change was 6.45%. There is also a 2.0% increase for new construction equalized assessed valuation (EAV). This gives the Village a 7.0% total increase over the prior year's final tax extension levy. The final 2022 tax extension under the PTELL was \$6,336,995. The recommended 2023 tax levy under the PTELL is \$6,780,585. The 7.0% increase is allocated between the cost of providing municipal services and meeting our pension obligations.

The Village has no debt obligation to include in the 2023 tax levy. The last principal and interest payments for the current 2020 General Obligation Bond issue were captured through the 2022 Real Estate Tax Levy, and no new general obligation debt has been issued. This is a 100.0% decrease over the prior year's debt repayment obligation.

With the decrease in debt payment obligations, the Village's total 2023 Real Estate Tax Levy decreases over the prior year's final extended real estate tax levy by 1.71%.



OUTCOME

The 2023 Real Estate Tax Levy meets the rules contained in the Property Tax Extension Limitation Law (PTELL). It provides the Village revenue of \$6,791,915, of which \$3,411,832 will be used in the general fund for day-to-day operations and Social Security & Medicare employer costs; and \$3,380,083 will be used for Police & Fire Pension funding obligations. Nothing is allocated to debt payment obligations.

The Village of Homewood's share of the yearly real estate tax bill is approximately 11%. Of every dollar of property tax that a resident pays, only eleven cents goes to the Village for the many services provided (i.e., downtown event series, farmers market, snow de-icing, salting and removal, tree removal/reforestation, police, fire, public works, and other municipal services). The total 2023 Real Estate Tax Levy of \$6,791,915 is an important revenue stream for the Village. It provides approximately 9.0% of General Fund revenue used to fund day-to-day operating expenses and provide high-quality municipal services to our residents.

FINANCIAL IMPACT

The final 2023 tax levy will be used to create and develop Homewood's next fiscal year's (FY 2024-2025) budget amounts.

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

(1) Pass an ordinance levying taxes for corporate purposes and for special funds for the fiscal year commencing on the first day of May 2024 and ending on the thirtieth day of April 2025 for the Village of Homewood; (2) pass an ordinance increasing the 2023 Street and Bridge tax levy in the Village of Homewood; and (3) pass an ordinance directing the Cook County Clerk to reduce the Village of Homewood's 2023 levy, if necessary, to comply with the property tax extension limitation law.

ATTACHMENT(S)

Ordinances for 2023 Real Estate Tax Levy

ORDINANCE NO. M - 2274

**AN ORDINANCE LEVYING TAXES FOR CORPORATE PURPOSES
AND FOR SPECIAL FUNDS FOR THE FISCAL YEAR
COMMENCING ON THE FIRST DAY OF MAY 2024 AND ENDING ON THE
THIRTIETH DAY OF APRIL 2025
FOR THE VILLAGE OF HOMEWOOD, ILLINOIS**

Whereas, the President and Board of Trustees of the Village of Homewood, Cook County, Illinois, have by ordinance entitled:

“An Ordinance amending Chapter 4, ‘Village Administration’ of the Municipal Code of the Village of Homewood, County of Cook, State of Illinois, by adding certain sections thereto Providing for the adoption by the said Village of Homewood of Sections 8-2-9.1 Through and including 8-2-9.10 of the Village Municipal Code”

Adopted Section 8-2-9.1 and Sections 8-2-9.2 through 8-2-9.10 of the Illinois Municipal Code, said ordinance having been passed March 25, 1969 by at least two-thirds majority vote of those members of the Village Board then holding office; and

WHEREAS, the President and Board of Trustees of the said Village did on April 25, 2023 pass and adopt an annual budget for the Village of Homewood, Cook County, Illinois; and

WHEREAS, in accordance with Section 8-2-9.4 of the Illinois Municipal Code, passage and adoption of the annual budget is deemed passage of the annual Appropriation Ordinance as required by Section 8-2-9 of the said Code; and

WHEREAS, the President and Board of Trustees of the Village of Homewood, Cook County, Illinois now deem it necessary and proper to pass and adopt an ordinance levying taxes for the current fiscal year as authorized by Division 3, Article 8, of the Illinois Municipal Code;

NOW THEREFORE, BE IT ORDAINED by the president and the Board of Trustees of the Village of Homewood, County of Cook, and the State of Illinois that:

SECTION 1 – LEVYING CLAUSE

A tax for the sums of money designated in the following sections of the Ordinance or as much thereof as may be authorized by law to defray all expenses and liabilities of the Village for the fiscal year commencing on the first day of May, 2024 and ending on the thirtieth day of April, 2025 for the Village of Homewood, Illinois, be and the same is hereby levied for the purposes specified against all taxable property in the Village.

<u>Description</u>	<u>Budgeted</u>
<u>Section 2 - Legislative</u>	
Salaries & Wages	\$17,800
Services	\$105,095
Transfers	<u>\$0</u>
<i>Total Public Representation</i>	\$122,895
<u>Section 3 - Manager's Office/Legal</u>	
Salaries & Wages	\$1,040,459
Other Personnel Expense	\$113,522
Services	\$1,386,935
Commodities	\$40,500
Transfers	<u>\$0</u>
<i>Total Executive Management</i>	\$2,581,416
<u>Section 4 - Finance Department</u>	
Salaries & Wages	\$336,622
Other Personnel Expense	\$39,684
Services	\$1,268,250
Commodities	\$9,000
Transfers	<u>\$0</u>
<i>Total Finance Department</i>	\$1,653,556
<u>Section 5 - Transportation Facilities</u>	
Salaries & Wages	\$1,105,157
Other Personnel Expense	\$224,416
Services	\$444,323
Commodities	\$415,511
Capital Outlay	\$90,000
Transfers	<u>\$0</u>
<i>Total Transportation Facilities</i>	\$2,279,407
<u>Section 6 - Vehicle, Equip, Bldg Maint</u>	
Salaries & Wages	932,473
Other Personnel Expense	220,373
Services	596,135
Commodities	548,860
Capital Outlay	220,000
Transfers	<u>\$0</u>
<i>Total - Vehicle, Equip, Bldg Maint</i>	\$2,517,841

Section 7 - Fire Dept & Bldg Dept

Salaries & Wages	2,998,041
Other Personnel Expense	533,819
Services	752,038
Commodities	30,000
Capital Outlay	27,000
Transfers	<u>\$0</u>
Total Fire Department	\$4,340,898

Section 8 - Law Enforcement

Salaries & Wages	\$5,592,136
Other Personnel Expense	\$1,190,427
Services	\$600,300
Commodities	\$49,350
Transfers	<u>\$0</u>
Total Law Enforcement	\$7,432,213

Section 9 - Pensioner Health Insurance

Other Personnel Expense	\$829,840
-------------------------	------------------

Section 10 - Trusts

IMRF/SLEP	\$500,000
Social Security	<u>\$467,416</u>
Total Trusts	\$967,416

Total Budget for General Corporate

Purposes: \$22,725,482

<u>Description</u>	<u>Tax Levy</u>
Levy For General Corporate	\$575,980
Levy For Police Protection	\$172,794
Levy For Fire Protection	\$345,588
Levy For Crossing Guards	\$46,078
Levy For Streets & Bridges	\$230,392
Levy For Liability Insurance	\$985,000
Levy For Auditing	\$60,000
Levy For Social Security	\$486,000
Levy For Illinois Municipal Retirement Fund	\$510,000

Total Tax Levy For General Corporate Purposes: \$3,411,832

Total Revenue From Other Sources: \$19,313,650

Section 11 - Police Pension Fund

Total Budget for Police Pension Fund: \$3,441,678

Total Tax Levy For Police Pension Fund: \$2,554,782

Total Revenue From Other Sources: \$886,896

Section 12 - Fire Pension Fund

Total Budget For Fire Pension Fund: \$1,223,196

Total Tax Levy For Fire Pension Fund: \$813,971

Total Revenue From Other Sources: \$409,225

Description

Levy For Fire Pension-Subject to Tax Cap \$813,971

Levy For Fire Pension-Not Capped Due To Impact of HB 599 \$11,330

Total Tax Levy For Fire Pension Fund: \$825,301

Section 13 - Bond and Interest Components

<u>Bond Issue</u>	<u>Levy Amount</u>
General Obligation Bond Issues	\$0

Section 14 - Copy of Ordinance to be filed with County Clerk

The Village Attorney shall transmit to and file a certified copy of this Ordinance with the County Clerk of Cook County, Illinois.

Section 15 - Partial Invalidity

If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of remaining portions of this Ordinance.

Section 16 - Effective Date

This Ordinance shall be in full force and effect in ten (10) days from and after its passage, approval, and publication as provided by law.

PASSED and APPROVED this 12th day of December, 2023

Richard Hofeld, Village President

ATTEST:

Marilyn Thomas, Village Clerk

AYES:

NAYS:

ABSTENTIONS:

ABSENCES:

ORDINANCE M - 2275

**AN ORDINANCE INCREASING
THE 2023 STREET AND BRIDGE TAX LEVY
IN THE VILLAGE OF HOMEWOOD, COOK COUNTY, ILLINOIS**

BE IT ORDAINED by the President and Board of Trustees of the Village of Homewood, County of Cook and State of Illinois, THAT:

An Ordinance increasing the 2023 Street and Bridge Tax Levy be and is adopted as follows:

SECTION 1 – INCREASED LEVY:

An additional tax for Street and Bridge purposes in the amount of .04 percent of the value, as equalized or assessed by the Department of Local Government Affairs, of all the taxable property within the Village of Homewood is hereby ordered levied in accordance with Section 11-81-2 of the Illinois Municipal Code.

SECTION 2 – AUTHORITY:

The additional tax to be levied as set forth in Section One above shall be in addition to the .06 percent of the value as equalized or assessed by the Department of Local Government Affairs of all the taxable property within the Village of Homewood also authorized by Section 65 ILCS 5/11 81-2.

SECTION 3 – FILING:

The Village Clerk shall transmit to and file a certified copy of this Ordinance with the County Clerk of Cook County, Illinois.

PASSED and APPROVED this 12th day of December 2023.

Village President

ATTEST:

Village Clerk

AYES: _____ NAYS: _____ ABSTENTIONS: _____ ABSENCES: _____

ORDINANCE NO. M - 2276

AN ORDINANCE DIRECTING THE COOK COUNTY CLERK TO REDUCE THE VILLAGE OF HOMEWOOD’S 2023 LEVY, IF NECESSARY, TO COMPLY WITH THE PROPERTY TAX EXTENSION LIMITATION LAW

WHEREAS, Public Act 89-1 passed by the Illinois General Assembly subjects the Village of Homewood’s 2023 real estate tax levy to the Property Tax Extension Limitation Law;

NOW, THEREFORE, BE IT ORDAINED by the president and Board of Trustees of the Village of Homewood, Cook County, Illinois that:

SECTION ONE – DIRECTION TO COUNTY CLERK

The Cook County Clerk is hereby directed to reduce, if necessary, the following portions of the Village of Homewood’s 2023 real estate tax levy in order to comply with the Property Tax Extension Limitation Law. Any required reduction shall be made proportionally to each of the following levies:

- | | | |
|----------------------------------|---------------------|-----------------|
| Corporate | Police Protection | Fire Protection |
| Police Pension | Social Security | Street & Bridge |
| Fire Pension-subject to tax caps | Auditing | Crossing Guards |
| I.M.R.F. | Liability Insurance | |

SECTION TWO – FILING WITH COUNTY CLERK

The Village Attorney is hereby directed to file a copy of this Ordinance with the Cook County Clerk’s Office, Tax Extension Division.

SECTION THREE – EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage, approval and publication in accordance with law.

PASSED and APPROVED this 12th day of December 2023.

Village President

ATTEST:

Village Clerk

AYES: _____ NAYS: _____ ABSTENTIONS: _____ ABSENCES: _____