

MEETING AGENDA



Board of Trustees Meeting

Village of Homewood

January 24, 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 January 10, 2023.
6. Claims List:
 - Consider a motion to approve the Claims List of Tuesday, January 24, 2023 in the amount of \$494,338.89.
7. Hear from the Audience
8. Presentation(s):
 - A. R-3136/Retirement/Kirk Lindstrom: Pass a resolution honoring Kirk Lindstrom on his retirement from the Homewood Public Works Department.
 - B. Event Manager Marla Youngblood will present the 2023 Events Calendar and Sponsorship Program.
9. Oaths of Office: The Village Clerk will administer the oath of office to:
 - A. Kelly Huscher for the position of Building Division Permit Clerk.
 - B. Kenneth Strunk for the position of Police Officer.
 - C. Tyler Hall for the position of Assistant Village Manager.
10. Omnibus Vote: Consider a motion to pass, approve, authorize, accept, or award the following item(s):
 - A. M-2238/Fee Schedule Amendments: Pass an ordinance amending the Village of Homewood Fee Schedule to reflect the correct minimum charges for water only and sewer only and renaming the fee for preparing a resolution for Village support of a Cook County property tax incentive.

- B. MC-1074/Removal of Liquor License Limitation Table: Pass an ordinance amending Section 4-64(c) of the Homewood Municipal Code to remove the table of the number of liquor license limitations by class.
- C. M-2239/Adoption of Liquor License Table: Pass an ordinance adopting a Table of Liquor License Limitations by Class.
- D. Agreement/Municipal Systems LLC, a DACRA Tech company/Software: Authorize the Village President to enter into an agreement with Municipal Systems LLC, a DACRA Tech company of Rosemont, Illinois for citation, adjudication, and collections processing software.
- E. Budget Amendment/Emergency Purchase/Water Main/18316 Western Avenue: Approve a budget amendment in the amount of \$25,000; and, authorize the Village Manager to execute an agreement for access to private property to demolish a garage and concrete pad near a critical sewer line repair and reimburse the property owners of 18316 Western Avenue for their costs of replacement in an amount not to exceed \$25,000.
- F. Annual Report /Appearance Commission: Accept the 2022 Annual Report of the Appearance Commission.
- G. Annual Report/Planning and Zoning Commission: Accept the 2022 Annual Report of the Planning and Zoning Commission.
- H. Annual Report/TREE Committee: Accept the 2022 Annual Report of the TREE Committee.
- I. Annual Report/Beautification Committee: Accept the 2022 Annual Report of the Beautification Committee.

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, JANUARY 10, 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 Cece Belue, Trustee Julie Willis, Trustee Vivian Harris-Jones, Trustee Jay Heiferman and Trustee Lauren Roman.

President Hofeld introduced staff present: Village Manager Napoleon Haney, Village Attorney Chris Cummings, Director of Finance Dennis Bubenik and Director of Economic and Community Development Angela Mesaros, Village Planner Valerie Berstene, Police Chief Denise McGrath. It was during this time that Manager Haney introduced Tyler Hall, the new assistant village manager.

MINUTES: The minutes of the public hearing on the 2023 levy and the board meeting of Dec. 13, 2022, were presented. There were no comments or corrections.

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

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

CLAIMS LIST: The Claims List in the amount of \$1,523,398.12 was presented. There were no questions from the Trustees.

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

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

President Hofeld said three items totaled 78 percent of the Claims List: \$235,616.23 for employee insurance for January; \$705,918 for the Village's IRMA fee; and \$272,565 to the City of Chicago Heights for Lake Michigan water.

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.

OATH OF OFFICE: Clerk Thomas administered the oath of office to Dennis Leaks who was promoted to sergeant with the Homewood Police Department. He received congratulations from the Village Board and friends in the audience. Leaks said he was coming full circle having started with the Village as an intern. He has bachelor's and master's degrees from Northern Illinois University. He serves with

the U.S. Army Reserve. He joined the Homewood Police Department in 2015. He previously served with the South Holland Police Department.

RETIREMENT: President Hofeld asked that Item C on the Omnibus Vote be considered separately at this time. A motion was made by Trustee Purcell and seconded by Trustee Heiferman to approve Resolution R-3134 honoring Sgt. Darren Easter as he retires from the Homewood Police Department.

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

Clerk Thomas read the resolution and Easter received congratulations from the Trustees and those in the audience. Chief McGrath said Easter would continue on as a training officer on a part-time basis.

OMNIBUS VOTE: Consider a motion to pass, approve, authorize, accept, or award these item(s):

- A. Reappointments/Economic Development Committee/Ethics Commission: Approve the reappointment of Valerie Warnsby to the Economic Development Committee for a two-year term ending on January 10, 2025; the reappointment of Susan Goldberg to the Ethics Commission for a three-year term ending on January 10, 2026; and the reappointment of Odell Fields to the Ethics Commission for a three-year term ending on January 10, 2026.
- B. R-3133/Retirement/Officer Paul Neitzel: Pass a resolution honoring Officer Paul Neitzel on his retirement from the Homewood Police Department.
- C. Voted previously.
- D. M-2234/Sale of Surplus Property/2017 Ford: Approve an ordinance authorizing the Village Manager to sell or dispose of a 2017 Ford Utility Vehicle.
- E. M-2235/Solicitation of Alternate Proposals/2066 Ridge Road: Pass an ordinance directing the solicitation of alternate proposals for the development of the property at 2066 Ridge Road in the Downtown TOD Redevelopment Project Area.
- F. Transfer of Funds/Contingency Account: Approve the transfer of \$120,000 from Contingency Account - Finance Department as follows:
 - a. \$20,000 to Labor Relations Manager's Office - litigation costs
 - \$60,000 to Accident Repairs Police Department - vehicle repairs
 - \$20,000 to Fuel Police Department - increases in fuel costs
 - \$20,000 to Fuel Public Works Streets Department - increases in fuel costs
- G. Amendment to Incentive Agreement/EMA Building Corporation/18676 Dixie Highway: Authorize an amendment to the agreement with EMA Building Corporation to provide financial assistance from the Southgate TIF Façade and Property Improvement Program in the amount of \$12,250 for building improvements at 18676 Dixie Highway.
- H. M-2236/Special Use Permit/bbHOLISTIC, LLC/18203 Dixie Highway: Pass an ordinance granting a Special Use Permit for a Salon/Spa Establishment in the B-1 Central Business District for "bbHOLISTIC, LLC" at 18203 Dixie Highway.
- I. R-3135/Agreement/Mutual Aid Box Alarm System Illinois: Pass a resolution authorizing the Village President to enter into a Mutual Aid Box Alarm System Master Agreement (intergovernmental agreement) for participation in the Mutual Aid Box Alarm System (MABAS) Illinois.

A motion was made by Trustee Purcell and seconded by Trustee Roman to accept Omnibus Vote items A-B, and D-I as presented.

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

NEW BUSINESS: MC-1068/Amendment Adoption/Homewood Zoning Ordinance: Pass an ordinance adopting a comprehensive amendment to the Homewood Zoning Ordinance and repealing the existing Zoning Ordinance.

- A. MC-1069/Amendment Adoption/Homewood Zoning Map: Pass an ordinance adopting a comprehensive amendment to the Homewood Zoning Map and repealing the existing Zoning Map.
- B. MC-1070/Amendment/Fences: Pass an ordinance revising Chapter 10 of the Municipal Code related to fences.
- C. MC-1071/Amendment/Live/Work Units: Pass an ordinance amending Chapter 10, Section 10- 51 of the Homewood Municipal Code concerning Live/Work units.
- D. MC-1072/Amendment/Signs: Pass an ordinance amending Chapter 30 of the Homewood Municipal Code concerning Signs.
- E. MC-1073/Amendment/Certain Acts or Conditions Deemed Prohibited Nuisances: Pass an ordinance amending Section 20-27 of the Homewood Municipal Code concerning certain acts or conditions deemed prohibited nuisances.
- F. M-2237/Fee Schedule Revisions: Pass an ordinance updating the “Building Division” and “Zoning” sections of the fee schedule, as proposed in Exhibit A.

Before voting on the new zoning map and ordinance changes, Director of Economic and Community Development Angela Mesaros gave a synopsis of the changes. She said the plan was last examined 20 years ago, and over the past 20 years approximately 40 amendments have been approved. In July 2021, the Village hired Houseal Lavigne & Associates to perform a comprehensive review of the Village zoning code.

The review was directed by staff, the Planning and Zoning Commission, staff attorney Chris Cummings, and the commission accepted input from residents through numerous public hearings. The plan is now presented as nine distinct topics: general provisions, establishment of districts, district standards, use-specific standards, development standards, planned development standards and procedures, zoning procedures, nonconformities and definitions.

Ms. Mesaros pointed out that one major change is a redesignation of downtown Homewood. It is classified as B-1 Downtown Core. The remaining areas currently in the B-1 Central Business District will be renamed “B-2 Downtown Transition.” This is consistent with the boundaries of the Village’s 2005 Downtown Master Plan.

Several shopping center areas currently zoned as B-2 will be rezoned to B-3.

Ms. Mesaros said the revisions were unanimously approved by the Planning and Zoning Commission, and she was recommending that the Village Board approve the new Comprehensive Plan and Map. She said all items dealing with the plan and map can be found on the Village website.

A motion was made by Trustee Purcell and seconded by Trustee Belue to approve Items A-F as presented.

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

Each of the Trustees thanked staff and members of the Planning and Zoning Commission for their years-long efforts to bring the plan up to date. Trustee Purcell also added thanks to the community members who offered comments and suggestions to those working to update the plan.

NEW BUSINESS: Discussion/Liquor License/Crab Bagz/18681 Dixie Highway: Finance Director Bubenik presented to the Board a request for a liquor license for the new business. This would be a Class 7B license.

A motion was made by Trustee Purcell and seconded by Trustee Roman directing staff to prepare an ordinance for consideration at a future meeting increasing the number of Class 7B liquor licenses to allow issuance of a license to Crab Bagz.

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

NEW BUSINESS: Finance Director Bubenik presented a request for a liquor license for United Liquor, 17532 Dixie Highway. The business is being sold and each new owner is required to request a license. Ronakkumar Patel will be the new owner. He told the Board that in addition to liquor sales, he intends to add a small grocery section to the store. He petitioned the Board for a Class 2 liquor license.

A motion was made by Trustee Purcell and seconded by Trustee Willis directing staff to prepare an ordinance for consideration at a future meeting increasing the number of Class 2 liquor licenses to allow issuance of a license to the new owner of United Liquor.

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

GENERAL BOARD DISCUSSION: Trustees wished residents a Happy New Year and extended congratulations to newly installed Sgt. Leaks and retiring Police Department members Darren Easter and Paul Nietzel.

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

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Marilyn Thomas
Village Clerk

Name	Description	DEPARTMENT	Net Invoice Amount
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	350.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	625.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	350.00
AMERICAN LAWN LLC	SHOPPING CARTS	FIRE DEPARTMENT	450.00
Total AMERICAN LAWN LLC:			1,775.00
AMY ZUKOWSKI	TRAINING	MANAGER'S OFFICE	38.78
Total AMY ZUKOWSKI:			38.78
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	48.80
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	45.35
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	88.96
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	143.85
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	214.70
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	14.54
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	72.00
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	1,810.15
ARAMARK UNIFORM SERVICE	DECEMBER 2022	PUBLIC WORKS	100.00
Total ARAMARK UNIFORM SERVICE:			2,538.35
ARC DOCUMENT SOLUTIONS	ANNUAL CANON PLOTTER MAINT	MANAGER'S OFFICE	661.12
Total ARC DOCUMENT SOLUTIONS:			661.12
B ALLAN GRAPHICS	CARBON MONOXIDE DETECTION FORMS	FIRE DEPARTMENT	125.00
Total B ALLAN GRAPHICS:			125.00
BATTERIES PLUS	BATTERIES	FIRE DEPARTMENT	60.12
Total BATTERIES PLUS:			60.12
BEAVER RESEARCH COMPANY	OPERATING SUPPLIES	FIRE DEPARTMENT	53.00
Total BEAVER RESEARCH COMPANY:			53.00
BETTY DEENIK	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	29.59
Total BETTY DEENIK:			29.59
CARGILL INC	MATERIALS & CHEMICALS - PW	PUBLIC WORKS	10,546.41
CARGILL INC	MATERIALS & CHEMICALS - PW	PUBLIC WORKS	2,816.96
CARGILL INC	MATERIALS & CHEMICALS - PW	PUBLIC WORKS	1,540.21
Total CARGILL INC:			14,903.58
CDW GOVERNMENT INC	TOUGHBOOK TABLET BASE FOR PD	MANAGER'S OFFICE	581.80
Total CDW GOVERNMENT INC:			581.80
CLEANING SPECIALISTS INC	ME TRANSPORT	POLICE DEPARTMENT	350.00
Total CLEANING SPECIALISTS INC:			350.00

Name	Description	DEPARTMENT	Net Invoice Amount
COMMUNITY FIREFIGHTERS	MABAS FEES	FIRE DEPARTMENT	96.00
Total COMMUNITY FIREFIGHTERS:			96.00
CONCENTRIC INTEGRATION	SWITCH REPLACEMENT AND CONFIGURATION SUPPOR	MANAGER'S OFFICE	675.00
Total CONCENTRIC INTEGRATION:			675.00
COOK COUNTY CLERK	RECORDING FEES	MANAGER'S OFFICE	905.00
Total COOK COUNTY CLERK:			905.00
CRACIUN OROS	PERMIT REFUND	ASSETS	40.00
Total CRACIUN OROS:			40.00
CVB	HOTEL TAX - NOVEMBER 2022	ASSETS	812.54
Total CVB:			812.54
DARRYL TORRY	WATER DEPOSIT REFUND	ASSETS	44.35
Total DARRYL TORRY:			44.35
DEANNA SCHOONVELD	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	364.11
Total DEANNA SCHOONVELD:			364.11
DLT SOLUTIONS LLC	ANNUAL SUBSCRIPTION RENEWAL	PUBLIC WORKS	1,232.55
Total DLT SOLUTIONS LLC:			1,232.55
E-COM	4QTR OPERATING PD/FD DISPATCH	POLICE DEPARTMENT	30,959.30
Total E-COM:			30,959.30
EIGHNERS FLORIST	WREATH	FIRE DEPARTMENT	54.95
Total EIGHNERS FLORIST:			54.95
EJ USA INC	OPERATING SUPPLIES	PUBLIC WORKS	3,297.62
Total EJ USA INC:			3,297.62
ERIC BUJAK	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	476.00
ERIC BUJAK	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	53.54
Total ERIC BUJAK:			529.54
EXPERT CHEMICAL	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	99.54
Total EXPERT CHEMICAL:			99.54
FIRST MIDWEST BANK/FINANC	MISCELLANEOUS CREDIT	MANAGER'S OFFICE	2.33-
Total FIRST MIDWEST BANK/FINANCE:			2.33-

Name	Description	DEPARTMENT	Net Invoice Amount
FIRST MIDWEST BANK/FIRE	BALAGIOS GIFT CARD-FD CHAPLAIN	FIRE DEPARTMENT	100.00
FIRST MIDWEST BANK/FIRE	VEHICLE MAINTENANCE	FIRE DEPARTMENT	851.03
FIRST MIDWEST BANK/FIRE	VEHICLE PARTS FD	FIRE DEPARTMENT	1,123.08
Total FIRST MIDWEST BANK/FIRE:			2,074.11
FIRST MIDWEST BANK/MGRS	AIA MEMBERSHIP	MANAGER'S OFFICE	818.00
FIRST MIDWEST BANK/MGRS	LUNCHEON	MANAGER'S OFFICE	67.21
FIRST MIDWEST BANK/MGRS	LUNCHEON	MANAGER'S OFFICE	283.69
FIRST MIDWEST BANK/MGRS	BUILDING CLERK AD	MANAGER'S OFFICE	101.20
FIRST MIDWEST BANK/MGRS	RENEWAL FARMERS MARKET ASSN	MANAGER'S OFFICE	75.00
FIRST MIDWEST BANK/MGRS	PW TV	MANAGER'S OFFICE	12.61
FIRST MIDWEST BANK/MGRS	PD TV	MANAGER'S OFFICE	4.20
FIRST MIDWEST BANK/MGRS	VH TV	MANAGER'S OFFICE	6.30
FIRST MIDWEST BANK/MGRS	HSC INTERNET	MANAGER'S OFFICE	151.85
FIRST MIDWEST BANK/MGRS	OFFICE SUPPLIES	MANAGER'S OFFICE	27.98
FIRST MIDWEST BANK/MGRS	COMMUNICATION SEMINAR	MANAGER'S OFFICE	3,127.50
FIRST MIDWEST BANK/MGRS	RE ORDER OF HOLIDAY MUGS	MANAGER'S OFFICE	929.67
FIRST MIDWEST BANK/MGRS	ZOOM MONTHLY	MANAGER'S OFFICE	40.00
FIRST MIDWEST BANK/MGRS	APPLE MUSIC MONTHLY	MANAGER'S OFFICE	10.99
Total FIRST MIDWEST BANK/MGRS:			5,656.20
FIRST MIDWEST BANK/POLICE	POSTAGE MACHINE SUPPLIES	POLICE DEPARTMENT	352.71
FIRST MIDWEST BANK/POLICE	BACKGROUND CHECKS	POLICE DEPARTMENT	232.00
FIRST MIDWEST BANK/POLICE	BACKGROUND CHECKS	POLICE DEPARTMENT	103.00
FIRST MIDWEST BANK/POLICE	HAND WIPES	POLICE DEPARTMENT	114.01
FIRST MIDWEST BANK/POLICE	WIPES	POLICE DEPARTMENT	459.04
FIRST MIDWEST BANK/POLICE	RETIREMENT LUNCH	POLICE DEPARTMENT	132.38
FIRST MIDWEST BANK/POLICE	VICTIM INFORMATION NOTICES	POLICE DEPARTMENT	202.35
FIRST MIDWEST BANK/POLICE	BULLETIN BOARD	POLICE DEPARTMENT	483.13
FIRST MIDWEST BANK/POLICE	OFFICE SUPPLIES	POLICE DEPARTMENT	611.62
FIRST MIDWEST BANK/POLICE	TRAINING	POLICE DEPARTMENT	1,050.00
FIRST MIDWEST BANK/POLICE	BUSINESS CARDS	POLICE DEPARTMENT	144.00
Total FIRST MIDWEST BANK/POLICE:			3,884.24
FIRST MIDWEST BANK/PUBLIC	HVAC PARTS	PUBLIC WORKS	112.63
FIRST MIDWEST BANK/PUBLIC	HVAC PARTS	PUBLIC WORKS	86.45
FIRST MIDWEST BANK/PUBLIC	WATER SERVICE	PUBLIC WORKS	167.48
FIRST MIDWEST BANK/PUBLIC	BUILDING SUPPLIES	PUBLIC WORKS	121.35
FIRST MIDWEST BANK/PUBLIC	TRAINING	PUBLIC WORKS	120.00
FIRST MIDWEST BANK/PUBLIC	EMERGENCY WATER	PUBLIC WORKS	477.51
FIRST MIDWEST BANK/PUBLIC	WATER SUPPLIES - MAIN BREAK	PUBLIC WORKS	77.36
FIRST MIDWEST BANK/PUBLIC	FLAGGER RECERTIFICATION	PUBLIC WORKS	65.00
Total FIRST MIDWEST BANK/PUBLIC WORKS:			1,227.78
FORD OF HOMEWOOD	VEHICLE PARTS - FD	FIRE DEPARTMENT	84.96
FORD OF HOMEWOOD	VEHICLE PARTS - FD	FIRE DEPARTMENT	28.29
FORD OF HOMEWOOD	ADMIN REPAIR PARTS	PUBLIC WORKS	6.23
FORD OF HOMEWOOD	TIRE LEAK	FIRE DEPARTMENT	25.60
Total FORD OF HOMEWOOD:			145.08
GALLAGHER ASPHALT CORP	ASPHALT	PUBLIC WORKS	631.39

Name	Description	DEPARTMENT	Net Invoice Amount
Total GALLAGHER ASHPHALT CORP:			631.39
GORDON FLESCH CO INC	LEASE PAYMENT	MANAGER'S OFFICE	944.24
GORDON FLESCH CO INC	MONTHLY PRINTER MAINTENANCE	MANAGER'S OFFICE	88.00
GORDON FLESCH CO INC	GORDON FLESCH LEASE PAYMENT	MANAGER'S OFFICE	581.06
Total GORDON FLESCH CO INC:			1,613.30
GRAINGER INC	OPERATING SUPPLIES - FD	FIRE DEPARTMENT	52.26
Total GRAINGER INC:			52.26
GRANITE CONSTRUCTION	SECURITY DEPOSIT RETURN	MANAGER'S OFFICE	1,050.00
Total GRANITE CONSTRUCTION:			1,050.00
GW BERKHEIMER CO INC	HVAC REPAIRS - PW	PUBLIC WORKS	295.69
GW BERKHEIMER CO INC	HVAC REPAIRS - PW	PUBLIC WORKS	65.40
Total GW BERKHEIMER CO INC:			361.09
HELSEL JEPPERSON ELECTRI	ELECTRICAL SUPPLIES	PUBLIC WORKS	222.66
Total HELSEL JEPPERSON ELECTRICAL:			222.66
HISKES, DILLNER, O'DONNELL	CONTRACTING/CONSULTING	MANAGER'S OFFICE	1,030.06
Total HISKES, DILLNER, O'DONNELL:			1,030.06
HOME CLEANING CENTER OF	BCTC MONTHLY CLEANING	FIRE DEPARTMENT	270.00
Total HOME CLEANING CENTER OF AM:			270.00
HOMER TREE CARE INC	WINTER TREE REMOVALS #3	PUBLIC WORKS	41,186.00
Total HOMER TREE CARE INC:			41,186.00
HOMEWOOD BUSINESS ASSO	HOMEWOOD BUSINESS ASSOCIATION DUES	MANAGER'S OFFICE	100.00
Total HOMEWOOD BUSINESS ASSOCIATION:			100.00
IACP	ANNUAL DUES -- MCGRATH	POLICE DEPARTMENT	190.00
IACP	ANNUAL DUES -- STRAYER	POLICE DEPARTMENT	190.00
IACP	ANNUAL DUES -- MISNER	POLICE DEPARTMENT	190.00
Total IACP:			570.00
IL PUBLIC SAFETY AGENCY NE	MINIBULLET	POLICE DEPARTMENT	66.00
Total IL PUBLIC SAFETY AGENCY NETWORK:			66.00
ILLINOIS HORSE PARK	HORSE AND CARRIAGE	MANAGER'S OFFICE	800.00
Total ILLINOIS HORSE PARK:			800.00
ILLINOIS TOLLWAY	OPERATING SUPPLIES - PW	PUBLIC WORKS	25.20

Name	Description	DEPARTMENT	Net Invoice Amount
Total ILLINOIS TOLLWAY:			25.20
IRMA	OCTOBER & NOVEMBER DEDUCTIBLE	MANAGER'S OFFICE	13,780.63
IRMA	OCTOBER & NOVEMBER DEDUCTIBLE	POLICE DEPARTMENT	5,345.13
IRMA	OCTOBER & NOVEMBER DEDUCTIBLE	FIRE DEPARTMENT	2,140.58
IRMA	OCTOBER & NOVEMBER DEDUCTIBLE	PUBLIC WORKS	1,893.30
IRMA	HOLIDAY LIGHTS LIQUOR LIAB COVERAGE	MANAGER'S OFFICE	125.00
Total IRMA:			12,594.38
J & J'S CREATIVE COLORS INC	REPAIR VEHICLE SEATS	FIRE DEPARTMENT	300.00
Total J & J'S CREATIVE COLORS INC:			300.00
JULIE INC	JULIE MESSAGES	PUBLIC WORKS	2,969.34
Total JULIE INC:			2,969.34
K-FIVE CONSTRUCTION CORP	MFT/RBI STREET RESURFACING PROGRAM-FINAL	PUBLIC WORKS	224,277.89
Total K-FIVE CONSTRUCTION CORPORATION:			224,277.89
KIRK LINDSTROM	RETIREMENT-YEARS OF SERVICE RECOGNITION	MANAGER'S OFFICE	270.00
Total KIRK LINDSTROM:			270.00
LANGUAGE LINE SERVICES	ANNUAL FEE	POLICE DEPARTMENT	35.00
Total LANGUAGE LINE SERVICES:			35.00
LEAKS DENNIS	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	26.11
Total LEAKS DENNIS:			26.11
LENNOX INDUSTRIES, I	HVAC MAINTENANCE	PUBLIC WORKS	51.52
Total LENNOX INDUSTRIES, I:			51.52
LISA ZAHARIS	SECURITY DEPOSIT 17900 DIXIE	PUBLIC WORKS	1,800.00
Total LISA ZAHARIS:			1,800.00
LOGSDON CONSULTATION	CONTRACTUAL SERVICES - FD	FIRE DEPARTMENT	350.00
Total LOGSDON CONSULTATION:			350.00
LOUISE PAVALON	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	212.80
Total LOUISE PAVALON:			212.80
LOUISE WOLF	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	430.40
Total LOUISE WOLF:			430.40
MAREN RONAN	LOBBYING SERVICES	MANAGER'S OFFICE	3,000.00

Name	Description	DEPARTMENT	Net Invoice Amount
Total MAREN RONAN:			3,000.00
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	11.96
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	281.65
MENARDS INC	OPERATING SUPPLIES RETURN	FIRE DEPARTMENT	79.88-
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	84.95
MENARDS INC	OPERATING SUPPLIES	FIRE DEPARTMENT	187.86
MENARDS INC	OPERATING SUPPLIES RETURN	FIRE DEPARTMENT	4.34-
Total MENARDS INC:			482.20
MICHAEL NICKOLAOU	80% MEDICARE SUPPLEMENT REIMBURSEMENT	MANAGER'S OFFICE	167.21
Total MICHAEL NICKOLAOU:			167.21
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES - ABC	POLICE DEPARTMENT	7.00
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES - MOVE	POLICE DEPARTMENT	159.21
MUNICIPAL COLLECTION SERVI	MCSI COLLECTION FEES - P/C TICKETS	POLICE DEPARTMENT	29.32
Total MUNICIPAL COLLECTION SERVICES:			195.53
MUNICIPAL SYSTEMS LLC	MOVE/ABC HEARING COMMISSION	POLICE DEPARTMENT	1,529.25
MUNICIPAL SYSTEMS LLC	ADMINISTRATIVE HEARING COMMISSION	POLICE DEPARTMENT	742.00
Total MUNICIPAL SYSTEMS LLC:			2,271.25
NATHAN BRUNI	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	101.95
Total NATHAN BRUNI:			101.95
NERISSA MAJOR	LUNCHEON	MANAGER'S OFFICE	76.85
Total NERISSA MAJOR:			76.85
NIX NAX	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	12.50
Total NIX NAX:			12.50
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	314.99
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	286.99
O'HERRON CO	QUARTERMASTER-UNIFORMS-PD	POLICE DEPARTMENT	159.00
Total O'HERRON CO:			760.98
PROSHRED SECURITY	SHREDDING	POLICE DEPARTMENT	71.50
Total PROSHRED SECURITY:			71.50
RACHAEL SHORES	SECURITY DEPOSIT 17900 DIXIE	PUBLIC WORKS	1,800.00
Total RACHAEL SHORES:			1,800.00
REID & PEDERSON	PLUMBING REPAIRS - PUBLIC WORKS	PUBLIC WORKS	240.00
Total REID & PEDERSON:			240.00

Name	Description	DEPARTMENT	Net Invoice Amount
ROEDA INC	HANDICAPPED SIGNS AT VH	PUBLIC WORKS	125.00
Total ROEDA INC:			125.00
SEBIS - POSTAGE	SEBIS POSTAGE	PUBLIC WORKS	2,762.46
Total SEBIS - POSTAGE:			2,762.46
SEBIS DIRECT INC	SEBIS DIRECT	PUBLIC WORKS	707.29
Total SEBIS DIRECT INC:			707.29
SECOND CHANCE CARDIAC S	BATTERY REPLACEMENT	FIRE DEPARTMENT	570.00
Total SECOND CHANCE CARDIAC SOLUTIONS, INC:			570.00
SECRETARY OF STATE	CONFIDENTIAL PLATE RENEWAL	PUBLIC WORKS	151.00
Total SECRETARY OF STATE:			151.00
SHERWIN WILLIAMS	PAINT	PUBLIC WORKS	35.24
Total SHERWIN WILLIAMS:			35.24
SOUND INCORPORATED	MONTHLY HOSTING SERVICES	MANAGER'S OFFICE	495.00
SOUND INCORPORATED	50% ANNUAL MAINT SECURITY CAMERAS 2/23-7/23	MANAGER'S OFFICE	2,956.50
Total SOUND INCORPORATED:			3,451.50
SOUTH SUBURBAN PADS	PADS CONTRIBUTION	ASSETS	277.00
Total SOUTH SUBURBAN PADS:			277.00
T.P.I.	PLAN REVIEWS FOR DECEMBER 2022	FIRE DEPARTMENT	1,806.54
Total T.P.I.:			1,806.54
TAYLOR PRINT & VISUAL IMPR	ACCOUNTS PAYABLE CHECK STOCK	MANAGER'S OFFICE	1,077.81
Total TAYLOR PRINT & VISUAL IMPRESSIONS INC:			1,077.81
THE BREWER COMPANY	OPERATING SUPPLIES - PW	PUBLIC WORKS	74.70
Total THE BREWER COMPANY:			74.70
THIRD DISTRICT FIRE CHIEFS	QUARTERLY MABAS DUES	FIRE DEPARTMENT	1,818.00
Total THIRD DISTRICT FIRE CHIEFS ASSN:			1,818.00
THOMPSON ELEVATOR INSPEC	ELEVATOR PLAN REVIEW	FIRE DEPARTMENT	100.00
THOMPSON ELEVATOR INSPEC	ELEVATOR PLAN REVIEW	FIRE DEPARTMENT	100.00
Total THOMPSON ELEVATOR INSPECTION:			200.00
THORN CREEK BASIN SAN DIS	LATE PMT PENALTIES CHARGED TO CUSTOMERS	ASSETS	1,551.63
THORN CREEK BASIN SAN DIS	TCBSD REVENUE PAYOUT	ASSETS	81,974.95

Name	Description	DEPARTMENT	Net Invoice Amount
Total THORN CREEK BASIN SAN DISTRICT:			83,526.58
TRACE ANALYTICS INC	BREATHING APPARATUS - FD	FIRE DEPARTMENT	89.00
Total TRACE ANALYTICS INC:			89.00
VIDA TACOS	WATER DEPOSIT REFUND	ASSETS	46.50
Total VIDA TACOS:			46.50
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	PUBLIC WORKS	41.96
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	PUBLIC WORKS	6.87
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	MANAGER'S OFFICE	136.58
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	PUBLIC WORKS	21.06
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	PUBLIC WORKS	82.40
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	147.94
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	9.82
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	FIRE DEPARTMENT	164.73
WAREHOUSE DIRECT OFFICE	OFFICE SUPPLIES	MANAGER'S OFFICE	69.50
Total WAREHOUSE DIRECT OFFICE PDTS:			680.86
WEX HEALTH, INC	DEC 2022 FSA TPA	MANAGER'S OFFICE	297.50
Total WEX HEALTH, INC:			297.50
WINKLERS TREE SERVICE	CYCLIC TRIMS	PUBLIC WORKS	10,396.00
WINKLERS TREE SERVICE	CYCLIC TRIMS	PUBLIC WORKS	10,856.00
Total WINKLERS TREE SERVICE:			21,252.00
WORKING WELL	POLICE OFFICER PRE EMPLOYMENT PHYSICAL	MANAGER'S OFFICE	1,135.00
WORKING WELL	CDL RANDOM DRUG SCREENS	PUBLIC WORKS	60.00
WORKING WELL	CDL RANDOM DRUG SCREENS	PUBLIC WORKS	258.00
WORKING WELL	PRE EMPLOYMENT PHYSICALS	MANAGER'S OFFICE	205.00
Total WORKING WELL:			1,658.00
ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	FIRE DEPARTMENT	44.62
Total ZOLL MEDICAL CORPORATION:			44.62
Grand Totals:			494,338.89

Dated: _____

Village Clerk: _____

RESOLUTION NO. R-3136

A RESOLUTION HONORING KIRK C. LINDSTROM
FOR 27 YEARS OF SERVICE TO THE VILLAGE OF HOMEWOOD

WHEREAS, Kirk Lindstrom began his employment with the Village of Homewood in May 1995 as a Building Maintenance Engineer in the Department of Public Works; and

WHEREAS, Kirk Lindstrom has been an asset to the Village with his knowledge and experience of electrical systems, mechanical systems, HVAC systems, plumbing, remodeling, and Village IT systems; and

WHEREAS, Kirk Lindstrom was instrumental in the implementation of the Geothermal HVAC Project in the Public Safety Building in 2012; and

WHEREAS, Kirk Lindstrom has consistently upgraded his public works training and education; and

WHEREAS, Kirk Lindstrom responded to public works emergencies within the Village utilizing his cross-training with other Public Works divisions; and

WHEREAS, Kirk Lindstrom performed the duties of on-call person for after-hours emergency calls for many years; and

WHEREAS, Kirk Lindstrom enjoys sharing music with the community by playing acoustic guitar at the Homewood Farmers Market and Homewood Stories.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HOMEWOOD, COOK COUNTY, ILLINOIS that

KIRK C. LINDSTROM

be honored for his 27 years of service to the Village of Homewood. On behalf of the citizens of Homewood, the President and Board of Trustees hereby extend best wishes to Kirk on his retirement.

This resolution passed this 24th day of January 2023.

Village President

ATTEST:

Village Clerk

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



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Bob Grabowski, Fire Chief

Topic: Oath of Office – Kelly Huscher – Building Division Permit Clerk

PURPOSE

To fill a vacant permit clerk position in the Building Division and administer the oath of office to Kelly Huscher.

PROCESS

Kelly Huscher has been hired as a full-time permit clerk in the Building Division effective January 9, 2023. The position was vacant after former permit clerk Jeanine Cameli was hired in the Fire Department to replace Antonia Urbanski after her transition to a new role in Manager’s Office. After advertising and several rounds of interviews, the position was offered to and accepted by Kelly Huscher. Kelly comes to Homewood from the Village of Mokena where she served as a clerk in both the Village Hall and the Building Department.

OUTCOME

Welcome Kelly Huscher to the Building Division and Village.

FINANCIAL IMPACT

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

LEGAL REVIEW

Not required

RECOMMENDED BOARD ACTION

Request the Village Clerk to administer the oath of office to Kelly Huscher for the position of Building Division Permit Clerk.

ATTACHMENT(S)

None



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Denise McGrath, Chief of Police

Topic: Oath of Office – Kenneth Strunk – Police Officer

PURPOSE

To fill a vacant police officer position and administer the oath of office to Kenneth Strunk.

PROCESS

Kenneth Strunk has been hired as a full-time police officer effective January 23, 2023. Mr. Strunk applied for the position through the Board of Fire and Police Commissioners’ Police Officer Lateral Applicant program. Since he is already a certified police officer, he was eligible to bypass the police academy training requirement and immediately begin the Homewood Police Department Field Training Program.

Kenneth Strunk graduated from Bellevue Senior High School in Ohio. Officer Strunk attended Ashland University and Bowling Green State University (both in Ohio) and holds a Bachelor of Science in Criminal Justice. Officer Strunk previously served as a K9 Officer with Union Pacific Railroad and Norfolk Southern Railroad. Officer Strunk was previously employed by the Homewood Police Department, from June 2003 to June 2014 and his assignments included Patrol Officer, Tactical Officer, Detective, Patrol Sergeant, and Detective Sergeant. Officer Strunk most recently served as a Lieutenant for the Mومence Police Department.

OUTCOME

Welcome Officer Kenneth Strunk to the Homewood Police Department.

FINANCIAL IMPACT

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

LEGAL REVIEW

Not required

VILLAGE OF HOMEWOOD

Item 9. B.



RECOMMENDED BOARD ACTION

Request the Village Clerk to administer the oath of office to Officer Kenneth Strunk for the position of Police Officer.

ATTACHMENT(S)

None



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

From: Napoleon Haney, Village Manager

Topic: Oath of Office for Assistant Village Manager, Tyler Hall

PURPOSE

As a new hire and municipal executive, Tyler Hall will take the Village's oath of office.

PROCESS

After a nation-wide search, the Village of Homewood hired Mr. Tyler Hall for the position of Assistant Village Manager. Tyler lives in Chicago, Illinois. The position of Assistant Village Manager plays a critical role in the success of municipal operations both from an internal and external perspective. The position is critical in assisting the Village Manager with daily operations while helping accomplish the broader goals of the Village Board and community.

Tyler, as Assistant Village Manager, will continue to provide a support and resource role to department operations, oversight of labor union agreements and negotiations, financial forecasting and budgeting, research and analysis, grant research and management, and the coordination of a wide variety of special projects.

Tyler's first day with the Village of Homewood was Monday, January 9, 2023. Tyler is a native of Evanston, IL, and recently served as a Management Analyst with the Village of Arlington Heights. Tyler brings additional municipal experience from the City of Highland Park where he served on the City's labor management teams during negotiations with the police officers and police sergeant unions. Tyler also oversaw the City's waste hauling franchise agreements while managing various community engagement programs. Tyler has a Master of Public Administration from Northern Illinois University and a Bachelor of Arts in Political Science from Wittenberg University. In his spare time, Tyler coaches Men's Lacrosse at Elmhurst University.

OUTCOME

Welcome Tyler Hall as the new Assistant Village Manager for the Village of Homewood.

FINANCIAL IMPACT

Budgeted Amount: N/A

VILLAGE OF HOMEWOOD

Item 9. C.



LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

The Village Clerk will administer the oath of office to Tyler Hall as the new Assistant Village Manager for the Village of Homewood.

ATTACHMENT(S)

- None



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Dennis Bubenik, Director of Finance

Topic: Revisions to Fee Schedule

PURPOSE

On July 13, 2021, the Village Board of Trustees adopted the new Municipal Code. Part of the revision to the code involved removing the fees that were found throughout the Municipal Code, and adopting a unified fee schedule. This has reduced the number of revisions to the code as fees change, since the fee schedule is maintained separately. It was recently discovered that there are a few inaccuracies in the fee schedule that need to be corrected.

PROCESS

Currently, the “Public Works” section of the Homewood Fee Schedule states an incorrect amount for the minimum charge for water only, as well as for sewer only. The correct amount of the minimum charge that should be listed is \$3.57 for water only, and \$1.24 for sewer only.

The “Community Development” section currently has a vague description for the fee charged for preparing a resolution for the Village’s support of a Cook County property tax incentive. The change being requested is simply to the description of the fee in order to clarify its purpose.

OUTCOME

Amending the fee schedule to reflect these changes will ensure that the correct information is displayed for both staff and residents.

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 the “Public Works” section of the Homewood Fee Schedule to reflect the correct fee of \$3.57 for water only and \$1.24 for sewer only; and, amending the “Community Development” section to revise the description of the fee for the preparation of a resolution for Village support of a Cook County property tax incentive.

ATTACHMENT(S)

Ordinance

ORDINANCE NO. M-2238

**AN ORDINANCE AMENDING THE PUBLIC WORKS AND
COMMUNITY DEVELOPMENT SECTIONS
OF THE VILLAGE OF HOMEWOOD FEE SCHEDULE**

WHEREAS, the Board of Trustees for the Village of Homewood adopted a master fee schedule by passage of Ordinance M-2189; and

WHEREAS, the Board of Trustees has determined that it is necessary to revise the "Public Works" and "Community Development" sections of the fee schedule.

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

SECTION ONE - FEE SCHEDULE REVISIONS:

A. The "Public Works" section of the Village of Homewood Fee schedule attached to this Ordinance as Exhibit A with additions underlined and deletions ~~struckthrough~~.

B. The "Community Development" section of the Village of Homewood Fee schedule attached to this Ordinance as Exhibit B with additions underlined and deletions ~~struckthrough~~.

C. All other sections of the master fee schedule not amended by this Ordinance remain in force.

SECTION TWO - EFFECTIVE DATE:

This ordinance shall be in full force and effect on January 24, 2023 and after its passage, approval, and publication under law.

PASSED and APPROVED on January 24, 2023.

Village President

ATTEST:

Village Clerk

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

Public Works

Description	Fee
Occupation of Streets for Building Purposes	\$25.00 per month
Deposit for sidewalk repair	\$500.00
Building sewer permit & inspection fee	\$100.00 for a residential or commercial building sewer permit; \$200.00 for an industrial building sewer permit
Water connection permit	
1-inch connection ¼.	\$250.00
1 1/2-inch connection	\$350.00
2-inch connection.	\$600.00
6-inch connection.	\$1,500.00
Storm sewer connection inspection certificate.	\$75.00
Water connection inspection certificate. . .	\$75.00
Combined water and sewer service rates per 1,000 gallons.	\$14.41
Water service only, rate per 1,000 gallons	\$10.70
Sewer service only, rate per 1,000 gallons	\$3.71
Minimum charge for each water and sewer bill generated	\$5.42
Minimum charge for water only or sewer only	\$2.71 <u>3.57</u>
Minimum charge for sewer only	<u>\$1.24</u>
Security deposit for each connection to the sewer system	\$50.00
Security deposit For each connection to the water system	\$50.00
Meter test for five-eighths by one-half-inch, five-eighths by three-quarters-inch; three-quarters by one-inch meters	\$50.00
Meter test for 1 1/2-inch and two-inch meters	\$100.00

Community Development

Description	Fee
Filing fee for village support for real estate tax assessment incentives <u>Preparation of Resolution in Support of Cook County Property Tax Incentive</u>	\$1,000.00



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Dennis Bubenik, Director of Finance

Topic: Liquor License Limitations

PURPOSE

Currently, the Municipal Code contains a table of the number of liquor license limitations for each class, which is located in Section 4-64(c). Each time a new liquor license is issued, a licensee changes classes, or a license is surrendered, revoked, or not renewed, the numbers in this table change. Staff proposes removing this table from the code, and instead maintaining it in a separate table.

PROCESS

Typically, there are several changes to liquor licenses each year. As a result, the numbers that are displayed in the codebook are not up-to-date. This can be confusing for both staff and business owners.

The first of the attached ordinances removes the table from the Municipal Code, and adds language that directs individuals to the “Table of Liquor License Limitations by Class”. The second ordinance adopts the table, which will be maintained in the Village Manager’s Office.

OUTCOME

Removing the table of liquor license limitations by class from the codebook and maintaining a separate table will reduce the code revisions that are currently needed to make changes throughout the year, and avoid confusion for those seeking the up-to-date information.

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 amending Section 4-64(c) of the Homewood Municipal Code to remove the number of liquor licenses by class; and, pass an ordinance adopting a Table of Liquor License Limitations by Class.

ATTACHMENT(S)

Ordinances

ORDINANCE NO. MC-1074

**AN ORDINANCE AMENDING SECTION 4-64
OF THE HOMEWOOD MUNICIPAL CODE REGARDING
LIQUOR LICENSING**

WHEREAS, Section 4-1 of the Liquor Control Act of 1934 (235 ILCS 5/4-1) authorizes a municipality to determine the number, kind, and classification of licenses for the retail sale of alcoholic liquor and local license fees to be paid for each license category; and

WHEREAS, the number, kind, and classification of licenses for the retail sale of alcoholic liquor is currently maintained in the Municipal Code; and

WHEREAS, number, kind, and classification of licenses for the retail sale of alcoholic liquor are frequently revised; and

WHEREAS, the online version of the Municipal Code is updated on an annual basis, which often results in an outdated record of available liquor licenses appearing in the Municipal Code; and

WHEREAS, the Board of Trustees has determined that maintaining a table of the number, kind, and classification of liquor licenses separate from the Municipal Code will make it easier for village staff to provide accurate, up to date information to persons seeking a liquor license and the general public.

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

SECTION ONE - AMENDMENTS TO CODE:

Section 4-64 of the Homewood Municipal Code is amended by addition of the underlined language and deletion of language that is ~~struck through~~:

Sec. 4-64. Contents; location; licenses limited.

- (a) Licenses shall clearly indicate the class of license and the terms of issuance, the name of the licensee, and the location of the premises. Licenses issued under

this article shall apply only to the premises described in the application and in the license issued thereon, and only one location shall be so described in each license.

- (b) Each licensee authorized to sell alcohol for on-premises consumption shall be eligible to operate video gaming terminals on the premises provided the licensee also has a video gaming license issued by the Illinois Gaming Board in accordance with the provisions of the Illinois Video Gaming Act and all rules, regulations, and restrictions imposed by the Illinois Gaming Board. Operation of video gaming terminals shall not be permitted during hours when alcoholic liquor sales are prohibited.
- (c) The number of each class of license licenses shall be ~~limited~~ set by ordinance, as follows:

~~Number of License Limitations by Class (as of March 8, 2022)~~ The local liquor commissioner or the commissioner's designee shall maintain a current tally of the number and category of licenses currently authorized by the Village Board.

Class 1	3
Class 1A	0
Class 2	10
Class 3	0
Class 3A	1
Class 4	3
Class 4A	8
Class 5	2
Class 6	Unlimited
Class 7	1
Class 7A	0
Class 7B	1
Class 8	1
Class 9	0
Class 10	1
Class 11	Unlimited
Class 12	2
Class 12A	Unlimited
Class 13	1
Class 14	1
Class 15	0
Class 16	1

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 24th day of January, 2023.

Village President

ATTEST:

Village Clerk

AYES:____ NAYS:____ ABSTENTIONS:____ ABSENCES: ____

ORDINANCE NO. M-2239

AN ORDINANCE ADOPTING A TABLE OF THE NUMBER OF LIQUOR LICENSE LIMITATIONS BY CLASS FOR THE VILLAGE OF HOMEWOOD

WHEREAS, Section 4-1 of the Liquor Control Act of 1934 (235 ILCS 5/4-1) authorizes a municipality to determine the number, kind, and classification of licenses for the retail sale of alcoholic liquor and local license fees to be paid for each license category; and

WHEREAS, the number, kind, and classification of licenses for the retail sale of alcoholic liquor is currently maintained in the Municipal Code; and

WHEREAS, number, kind, and classification of licenses for the retail sale of alcoholic liquor are frequently revised; and

WHEREAS, the online version of the Municipal Code is updated on an annual basis, which often results in an outdated record of available liquor licenses appearing in the Municipal Code; and

WHEREAS, the Board of Trustees has determined that maintaining a table of the number, kind, and classification of liquor licenses separate from the Municipal Code will make it easier for village staff to provide accurate, up to date information to persons seeking a liquor license and the general public.

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

SECTION ONE – ADOPTION OF A TABLE OF THE NUMBER OF LIQUOR LICENSE LIMITATIONS BY CLASS:

The table of the number, kind, and classification of liquor licenses attached to this ordinance as Exhibit A is approved and shall remain in effect until otherwise amended or revised by ordinance.

SECTION TWO – 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 24th day of January, 2023.

Village President

ATTEST:

Village Clerk

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

Table of the Number of Liquor License Limitations by Class

Class	Allowed Number
1	4
1A	0
2	10
3	0
3A	1
4	3
4A	7
5	1
6	Unlimited
7	0
7A	0
7B	2
8	1
9	0
10	1
11	Unlimited
12	2
12A	Unlimited
13	1
14	1
15	0
16	1



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Denise McGrath, Chief of Police

Topic: Agreement with DACRA Tech – Municipal Software Solutions

PURPOSE

The Police Department desires to enter into an agreement with Municipal Systems LLC, a DACRA Tech company of Rosemont, Illinois for software that streamlines the processing of citations for parking, compliance, building code, municipal ordinance, administrative hearing, and collections.

PROCESS

In November 1995, the Village entered into an agreement with Municipal Systems, Inc. (MSI) for software related to the processing of citations and the subsequent adjudication and collections process, if applicable. That agreement was updated with an addendum in November 2007 to add citation components, and in January 2010 to incorporate new web-based software applications.

In November 2020, MSI was absorbed by DACRA Tech. In the attached amendment, the fee structure is changing from a percentage of monies collected, to a flat rate for up to 500 violations per month, with an added per violation fee for over 500 violations.

An analysis of the highest three (3) of the past five (5) years (excluding COVID years) indicates that there could be a savings between \$1,000 and \$3,500 annually.

OUTCOME

Approval of the amendment will ensure the streamlined processing of citations, with the added benefit of an anticipated savings to the Village.

FINANCIAL IMPACT

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

VILLAGE OF HOMEWOOD

Item 10. D.



LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an agreement with Municipal Systems LLC, a DACRA Tech company of Rosemont, Illinois for citation, adjudication, and collections processing software.

ATTACHMENT(S)

Agreement Amendment #1

Amendment #1
to
Standard Terms and Conditions -
Administrative Building Code &
Municipal Ordinance Violation Enforcement, Municipal Offense System
Village of Homewood

This Amendment #1 (the "**Amendment #1**") is dated January 5, 2023, by and among Village of Homewood ("**Village of Homewood**"), and Municipal Systems LLC, a DACRA Tech company ("**Municipal Systems**") and shall be effective on May 1, 2023 (the "**Amendment #1 Effective Date**").

Whereas Village of Homewood is a party to the Standard Terms and Conditions – Administrative Building Code and Municipal Ordinance Violation Enforcement agreement dated November 26, 2007, as amended by the Addendum to Standard Terms and Conditions (Municipal Offense Violation Enforcement Hearing System) dated January 25, 2010 (the "**ABC MOVE Agreement**"),

Whereas Village of Homewood is party of to the Standard Terms and Conditions covering the Administrative Adjudication System agreement dated November 16, 1995 as amended by the Addendum to Standard Terms and Conditions (Administrative Parking and Compliance Hearing System) dated January 25, 2010 (the "**MOS Agreement**"),

Whereas the ABC MOVE Agreement and the MOS Agreement were assigned by Municipal Systems Inc. to Municipal Systems LLC, as notified by the Notice of Assignment dated January 25, 2021. The ABC Move Agreement and the MOS Agreement, as assigned, shall hereinafter collectively be referred to as the "**Original Agreements**". The deliverables from Municipal Systems under the respective Original Agreements shall be referred to as the "**Service**",

Whereas the parties have agreed to amend and extend certain terms and conditions of the Original Agreements as follows:

1. Incorporation of Recitals: The foregoing recitals are herein incorporated herein in this paragraph as if set forth herein in their entirety.
2. The Term, as outlined in Article 1.03 of the ABC MOVE Agreement and Article I of the MOS Agreement shall each be modified as follows:

The Initial Term of this Agreement shall terminate on August 31, 2022 (the "**Initial Term**"). After the Initial Term, the Agreement shall be extended to April 30, 2025 (the "**Extended Term**"). After the Extended Term, this Agreement shall automatically renew in successive periods of one (1) year each, beginning on January 1 of each year, unless either party serves written notice to the other a minimum of 90 days prior to the end of the relevant term then

in effect. During each renewal period, all terms and conditions in this Agreement shall continue unchanged except that the Monthly Amount (the “Monthly Service Fee”) shall increase 4.5% for each renewal period. (The Initial Term, Extended Term and any successive renewal terms shall collectively be referred to as the “Term”).

- The Compensation as outlined in Article 3 of the ABC MOVE Agreement and the MOS Agreement shall each be modified to provide for the following as follows:

Monthly Service Fee:

In exchange for the licensed use of the Service, Municipality will be billed a Monthly Service Fee consisting of a Base Monthly Fee and an Additional Monthly Fee as follows:

Base Monthly Fee:	<u>September 1, 2022 to April 30, 2023</u>	No change from the current fees outlined in the respective Original Agreements
	<u>May 1, 2023 to April 30, 2024</u>	\$1,200.00 per month
	<u>May 1, 2024 to April 30, 2025</u>	\$1,254.00 Per Month
Additional Monthly Fee:		
	First 500 citations / warnings issued per month	Included
	Each additional citation / warning issued per month in excess of 500	
	<u>May 1, 2023 to April 30, 2024</u>	\$3.00 per citation / warning issued
	<u>May 1, 2024 to April 30, 2025</u>	\$3.14 per citation / warning issued

- Notices – all notices required under the Original Agreements shall be modified as follows:

If to DACRA Tech LLC / Municipal Systems LLC:
 707 Osterman Ave.
 Unit 1693
 Deerfield, IL 60015
 Attn: Dave Braner

- Except as set forth in this Amendment #1, the Original Agreements remain unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment #1 and the Original Agreements, the terms of this Amendment #1 shall prevail.

6. Other Agreements:
 - a. Notwithstanding anything herein to the contrary, the Collection Services Agreement dated October 23, 2012 between Village of Homewood and Municipal Collections Services Inc, as assigned to Municipal Collections Services LLC, per the Notice of Assignment letter dated June 1, 2021 (the “**Collections Agreement**”) shall remain in full-force and shall not be modified by this Agreement.
 - b. Notwithstanding anything herein to the contrary, the Agreement for Web-Based Payment Services dated January 25, 2010 between Village of Homewood and Violations Payment.com, Inc., which was assigned to Violations Payment.com LLC, as notified by the Notice of Assignment dated May 14, 2021 (the “**Web Payments Agreement Agreement**”) shall remain in full-force and shall not be modified by this Agreement.

7. This Amendment #1 may be executed in two or more counterparts and may be executed by electronic means, including but not limited to PDF, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Amendment #1 signed and transmitted by a party by electronic transmission, including but not limited to PDF, shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.

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IN WITNESS WHEREOF, the parties have executed this Amendment #1 as of the date first above written.

Village of Homewood

Municipal Systems LLC

By: _____

By:  _____

Printed Name: _____

Printed Name: Dave Braner

Title: _____

Title: Chief Executive Officer

Date: _____

Date: 1/5/23



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

From: Napoleon Haney, Village Manager

Topic: Budget Amendment – Structure Demo and Replacement Reimbursement 18316 Western Avenue

PURPOSE

In order to permanently repair a water main located at or about 18316 Western Avenue, the Village requires access to private property. In order to make the repair, the Village must remove (demolish) a privately owned garage structure that is immediately above the damaged water main. Since the amount for repairs is not budgeted, a budget amendment is required.

PROCESS

On Friday, December 30, 2022 at 3:44 a.m., the Public Works on-call staff person was notified of residential sewer back-ups at 18320 Western Avenue and at 18337 Dundee Avenue. The on-call staff person contacted two public works employees to come in to take care of a possible “sewer plug/blockage”. The two-man crew arrived at the public works facility and preceded to take the sewer jet out to 183rd & Western Avenue to take care of the problem. From what staff observed, the sanitary sewer was blocked somewhere between 183rd Street and south to Clyde Street in the rear easement between Western Avenue and Dundee Ave.

After analysis and discussion, the Public Works Director concluded that a below-the-surface water main break was causing the problem and had additional crews respond to start “listening” and shutting off large services/fire lines to test the idea. With no success in locating the break, a leak detection company was called to the site to pinpoint the water main break. Based on the location of the water main break, the repair would require the removal of a garage structure.

As a temporary measure, Public works cut and capped the water main and isolated the damaged section. Public Works then reestablished water services to the residents on the block. Public Works now needs to remove the garage, excavate down to the water main and sewer main, and make the necessary repairs to reestablish the permanent water main connection.

On Saturday, January 7, 2023, the Village Manager and Director of Public Works met with the residents of 18316 Western Avenue (owners of the garage structure). The owners understood the need for the repairs and inquired about the replacement process for the structure.



The Village attorney prepared an agreement between the Village and the residents of 18316 Western Avenue that would allow the Village access to their private property to make the repairs. The agreement also provides for the owners to consent to the Village demolishing the existing garage and concrete drive on their property. In return, the Village agrees to reimburse the owners for the cost of replacing the structure at a cost not to exceed \$25,000.

OUTCOME

Once the agreement is finalized by both the Village and the owners of 18316 Western Avenue, Public Works will be able to complete the necessary repairs on the damaged water main. The reimbursement will be charged to the Village's Water and Sewer Fund.

FINANCIAL IMPACT

Budgeted Amount \$0

- Water & Sewer Fund: Budget Amendment of \$25,000

LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Approve a budget amendment in the amount of \$25,000; and, authorize the Village Manager to execute an agreement for access to private property to demolish a garage and concrete pad near a critical sewer line repair and reimburse the property owners of 18316 Western Avenue for their costs of replacement in an amount not to exceed \$25,000.

ATTACHMENT(S)

Agreement

AGREEMENT TO DEMOLISH A GARAGE AND CONCRETE PAD
NEAR A CRITICAL SEWER LINE REPAIR AND REIMBURSE THE PROPERTY
OWNER FOR THEIR REPLACEMENT

WHEREAS Helena Collins and Vincent M Soliday (the Property Owners) own a single-family residence at 18316 Western Ave., Homewood, Illinois (the Subject Property) legally described in Exhibit A to this Agreement; and

WHEREAS the Village of Homewood (the Village) maintains sanitary sewer and water mains through or near the western portion of the Subject Property, and

WHEREAS, the water main in question recently experienced a substantial leak that resulted in a boil order being imposed on the surrounding neighborhood; and

WHEREAS, the Village's Public Works Department restored service to the area by temporarily repairing the water line. However, more substantial repairs are required to permanently remedy the problem; and

WHEREAS the Property Owners own a brick garage and concrete drive near the Village's water and sewer lines; and

WHEREAS the Village has determined that it must excavate near the garage and to permanently repair the sewer line as soon as possible; and

WHEREAS, the Village has determined that excavating near the garage may cause it to collapse, threatening the health and safety of Village workers and the community; and

WHEREAS, the Village has determined that a portion of the exiting garage impedes access to existing public water and sewer mains located on the Subject Property; and

WHEREAS the parties have determined it to be in the best interest of the Property Owners and the Village that the existing garage be demolished and, once the sewer line is repaired, reconstructed away from the water and sewer lines.

NOW, THEREFORE, the Property Owners and the Village agree:

1. The Property Owners consent to the Village entering their property to repair or replace the sewer line is necessary, including excavating the area surrounding these pipes.

2. The Property Owners consent to the Village demolishing the existing garage and concrete drive on their property to allow the Village's employees to safely and permanently repair the sewer line.

3. Before demolition, the Property Owners shall remove all items from the garage they wish to keep. Any items left in the garage once the demolition work begins shall be considered abandoned.

4 The Village agrees to reimburse the homeowner for the cost of replacing the garage and concrete drive at a cost not to exceed \$25,000, according to these terms:

A. The homeowner shall obtain three bids for replacement of the garage slab and garage. The bids shall be for a frame garage of the same dimensions and features as the existing garage.

B. The Village shall establish a construction escrow with a third-party escrow agent of its choice and shall deposit funds sufficient to reimburse the Property Owners the cost of reconstructing the garage and concrete drive. Cost of the construction escrow shall be paid by the Village.

C. The Property Owners will construct the new garage 6 feet east of the existing garage to ensure it does not interfere with future access to existing public water and sewer lines.

D. All costs not directly related to the garage demolition and replacement shall be the homeowner's responsibility, including repairing or replacing the fence on the north side of the property, the concrete walkway leading from the residence to the garage, and any landscaping other than that required to restore the immediate area excavated to repair the sewer line.

E. It shall be the homeowner's responsibility to contract with the garage builder, and it also shall be the homeowner's responsibility to monitor construction of the garage. The Village shall not be a party to the garage construction contract and shall not be responsible for ensuring performance by the garage builder.

AGREED on _____, 2023.

VILLAGE OF HOMEWOOD

PROPERTY OWNERS

By: _____
Village Manager

Helena Collins

Vincent M. Soliday

EXHIBIT A

Lot 25 in Block 14 and Flossmoor Park Addition, a subdivision of the East ½ of Lots 1 and 2 except the South 660 feet thereof of the Northeast ¼ of Section 1, Township 35 North, Range 13, East of the Third Principal Meridian, in Cook County Illinois

Commonly known as: 18316 Western Ave., Homewood, IL 60430

PIN: 31-01-205-016-0000

Property - Two-car garage





ANNUAL REPORT | 2022 APPEARANCE COMMISSION

PURPOSE

The Appearance Commission considers all applications for new buildings, developments, remodeling and additions in multi-family, commercial and industrial districts and planned public improvements for proposed external architectural features, landscaping design and site planning, as well as requests for signs requiring variations from sign code. The Appearance Commission assists in the formation, review and amendment of the Appearance Plan to establish guidelines intended to protect and stabilize the general appearance of multi-family, commercial and industrial districts and public improvements and maintain established standards of property values throughout the village.

MEMBERSHIP: 7 Member Commission

Member	Position	Appointment	Term Expiration
Jim Wright	Chairman	08/09/2011	08/25/2023
Jack Hrymak	Member	09/24/2012	07/27/2024
Brian Quirke	Member	10/25/2016	10/11/2025
John Zander	Member	08/13/2019	08/09/2025
Kalinda Preston	Member	08/10/2021	08/10/2024
Tikia Kidd	Member	09/27/2022	09/27/2025
James Scheffke	Member	09/27/2022	09/27/2025
Nelson Grant	Member	09/27/2016	Resigned
Kevin Hayes, Sr.	Member	03/22/2016	Resigned
Julie Willis	Member	03/22/2022	Resigned

SCHEDULE OF MEETINGS

The Appearance Commission holds a regularly scheduled meeting the first Thursday of every month at 6:00 pm in the Village Board Room.

Meetings Held	Meetings Cancelled
Jan 06, 2022	Apr 07, 2022
Feb 03, 2022	May 05, 2022
Mar 03, 2022	Aug 04, 2022
Jun 02, 2022	Oct 06, 2022
Jul 07, 2022	Nov 03, 2022
Sep 01, 2022	Dec 01, 2022



ACCOMPLISHMENTS

In 2022, the Appearance Commission made determinations on the following cases:

- a. **Case 21-41: Pine Tree Condominiums Fence at 184th and Kedzie**
Approved the proposed fence on January 6, 2022.
- b. **Case 22-04: Site Development for Wind Creek Casino at 17400 Halsted Street**
Approved site plan, building elevations, landscaping and lighting for two parking garages, subject to review by the Police Department for the south drive and review by the Village Arborist for compliance with the Halsted Street Landscape Plan on February 3, 2022.
- c. **Case 22-05: Site Development for Homewood Brewing Company at 18225 Dixie Highway**
Approved site plan, building elevations, landscaping, lighting, and signage on February 3, 2022.
- d. **Case 22-06: Sign Variance for Burlington at 17825 Halsted Street**
No motion by the Appearance Commission on March 3, 2022. Ultimately, the application was withdrawn and the applicant elected to comply with the regulations.
- e. **Case 22-07: Building Addition to Winston Churchill Elementary at 1300 190th Street**
Approved building addition on March 3, 2022.
- f. **Case 22-08: Façade Alterations for Culture at 18031 Dixie Highway**
Approved façade alterations for an exterior vestibule enclosure on March 3, 2022.
- g. **Case 22-14: Façade Improvements for 18674 Dixie Highway**
Approved façade improvements to replace materials on the canopy and soffit on June 2, 2022.
- h. **Case 22-22: Wind Creek Casino Parking Garage Revised Elevations at 17500 Halsted Street**
Approved revised elevations and materials, subject to submitting a supplementary landscape plan for treatment of the “future expansion” area in the interim conditions, to be reviewed by the Village Arborist for compliance with the Landscaping and Screening regulations of the Zoning Ordinance on July 7, 2022.
- i. **Case 22-25: Building Repositioning for 810 Maple Avenue**
Approved elevations, landscape plan, and lighting for the repositioning of 810 Maple Avenue, subject to providing a minimum 50% transparency per primary elevation, from 2.5’ above grade to the top of the window, and that all dead landscaping will be replaced on September 1, 2022.
- j. **Case 22-27: Exterior Improvements for Target at 17605 Halsted Street**
Approved, by a vote of 3-2, exterior improvements and a variance from the maximum gross sign area for an increase of 150 sf on September 1, 2022. Because the motion was not a consensus of 4 or more, the case went before the Village Board of Trustees, who approved the application on September 13, 2022.



k. Case 22-28: Gas Station Rebranding for 2138 183rd Street

Approved elevations and landscape plan subject to providing a minimum transparency of windows on each elevation within the zone measured from 2.5' above grade to the top of the window on September 1, 2022.

In 2022, the following applications for consideration by the Appearance Commission were received and withdrawn by the applicant:

a. Case 22-18: Rebranding of Walmart Store and Fuel Service Station at 17550 Halsted Street



ANNUAL REPORT | 2022 PLANNING AND ZONING COMMISSION

PURPOSE

The Planning and Zoning Commission assists in the development, review and amendment of the Comprehensive Plan, hears and considers all applications for zoning text and map amendments, administrative and zoning variances, outdoor itinerant merchants, special use permits, site plan review, subdivisions and planned unit developments, as well as appeals on decisions made by the building inspector as they relate to the building code and decisions made by authorized village personnel as they relate to interpretations of the zoning ordinance.

MEMBERSHIP: 7 Member Commission

Member	Position	Appointment	Term Expiration
Fred Sierzega	Chairman	03/22/2016	05/11/2026
Seth Bransky	Member	03/22/2016	04/24/2025
William O'Brien	Member	03/22/2016	03/08/2027
Michael Cap	Member	03/22/2016	04/24/2025
Maureen Alfonso	Member	03/22/2016	04/13/2026
Dexter Johnson	Member	09/27/2016	09/14/2026
Elizabeth Castaneda	Member	04/26/2022	04/26/2027
Mario Planera	Member	03/22/2016	Resigned

SCHEDULE OF MEETINGS

The Planning and Zoning Commission holds a regularly scheduled meeting the second and fourth Thursdays of every month at 7:00 pm in the Village Board Room. In addition to the regularly scheduled meetings, the Commission held one additional Special Meeting on October 5, 2022.

Meetings Held	Meetings Cancelled
Jan 13, 2022	Feb 24, 2022
Jan 27, 2022*	Mar 10, 2022
Feb 10, 2022	Apr 14, 2022
Mar 24, 2022	May 12, 2022
Apr 28, 2022	May 26, 2022
Jun 09, 2022	Jul 28, 2022
Jun 23, 2022*	Aug 25, 2022
Jul 14, 2022	Nov 24, 2022
Aug 11, 2022	Dec 22, 2022
Sep 08, 2022	
Sep 22, 2022*	



Meetings Held

Meetings Cancelled

Oct 05, 2022*

Oct 13, 2022

Oct 27, 2022*

Nov 10, 2022*

Dec 08, 2022

Asterisk indicates meetings held exclusively for the Zoning Ordinance update.

ACCOMPLISHMENTS

In 2022, the Planning and Zoning Commission made recommendations on the following cases:

a. Case 22-01: Special Use Permit for a Learning Center (Baseball Academy) at 17829 Bretz Drive

Recommended approval of the special use permit on January 13, 2022. Approved by the Village Board January 25, 2022 by Ordinance M-2210.

b. Case 22-02: Lot Consolidation at 18225 Dixie Highway

Recommended approval of the plat for lot consolidation on January 13, 2022. Approved by the Village Board April 26, 2022 by Ordinance M-22-19.

c. Case 22-03: Special Use Permit, Height Variance, and Site Plan Approval for Wind Creek Casino Parking Garage at 17400 Halsted Street

Recommended approval of the special use permit and recommended approval of the variance from Section 5.3, Table 5.2 Maximum Building Height on March 24, 2022. Approved by the Village Board on April 12, 2022 by Ordinance M-2216.

d. Case 22-04: Text Amendment to Allow Veterinary Clinics as a Special Use in B-1 Zoning District, and Special Use Permit for a Veterinary Clinic at 18265 Dixie Highway

Recommended approval of the text amendment and recommended approval of the special use permit on January 13, 2022. Approved by the Village Board on January 25, 2022 by Ordinances MC-1059 and M-2211.

e. Case 22-05: Special Use Permit for a Craft Brewery, Site Plan Approval, and Variance from Parking Lot Landscaping for 18225 Dixie Highway

Recommended approval of the variance from Section 12.5 Parking Lot Landscaping and recommended approval of the special use permit on January 13, 2022. Approved by the Village Board April 26, 2022 by Ordinance M-2220.

f. Case 22-09: Lot Width Variance for a Single Family Home in the R-2 District at 2044 183rd Street

Recommended approval of a variance from the minimum lot width and minimum lot area requirements of Section 4.3 of the Homewood Zoning Ordinance and Section 36-87 of the Homewood Municipal Code, subject to the condition that a grading and drainage plan be prepared for the project and approved by the Village Engineer on March 24, 2022. Approved by the Village Board on April 12, 2022 by Ordinance M-2215.



- g. Case 22-13: Parking Variance and Special Use Permit for a Salon at 18159 Dixie Highway**
 The Commission was split in their recommendation, voting three in favor of recommending approval and 3 against recommending approval on April 28, 2022. The case was forwarded to the Village Board of Trustees where it was approved on May 24, 2022 by Ordinance M-2222.
- h. Case 22-16: Text Amendment to Allow Veterinary Clinics as a Special Use in B-4 Shopping Center District**
 Recommended approval of the text amendment on July 14, 2022. Approved by the Village Board on July 26, 2022 by Ordinance MC-1062.
- i. Case 22-20: Special Use Permit for a Veterinary Clinic in Petco at 17930 Halsted Street**
 Recommended approval of the special use permit on July 14, 2022. Approved by the Village Board on July 26, 2022 by Ordinance M-2225.
- j. Case 22-21: Special Use Permit for a Spa (Massage Therapy) at 18036 Gottschalk Avenue**
 Recommended approval of the special use permit and recommended that the property owner submit an application for a lot consolidation for the two lots held in common ownership that comprise the subject property on July 14, 2022. Approved by the Village Board on July 26, 2022 by Ordinance M-2224.
- k. Case 22-24: Parking Variance for Building Repositioning of 810 Maple Avenue**
 Recommended approval of the parking variance and recommended that the applicant attempt to contact the owner of the parking lot to the north for use of parking spaces on August 11, 2022. Approved by the Village Board on September 13, 2022 by Ordinance M-2228.
- l. Case 22-29: Variance from Required 1,000' Separation of a Tattoo Parlor from a Place of Worship**
 Recommended approval of the variance on September 8, 2022. Approved by the Village Board on September 27, 2022 by Ordinance M-2229.
- m. Case 22-30: Special Use Permit for a Tattoo Parlor**
 Recommended approval of the special use on September 8, 2022. Approved by the Village Board on September 27, 2022 by Ordinance M-2229.
- n. Case 22-33: Special Use Permit for a Spa (Medical Pedicure) at 18664 Dixie Highway**
 Recommended approval of the special use permit, subject to the business owner receiving required certifications on October 13, 2022. Approved by the Village Board on October 25, 2022 by Ordinance M-2230.
- o. Case 22-35: Special Use Permit for a Spa (Holistic Wellness) at 18203 Dixie Highway**
 Recommended approval of the special use permit on December 8, 2022. Pending approval by the Village Board on January 10, 2023.



p. Case 22-40: Comprehensive Amendments to the Village of Homewood Zoning Text and Zoning Map

Culminating 18 months of work with input from community members, consultants, Village staff, and elected and appointed officials over the course of 9 public meetings, the Planning and Zoning Commission recommended approval of the comprehensive text and map amendments on December 8, 2022. Pending approval by the Village Board on January 10, 2023.

In 2022, the Planning and Zoning Commission made final determinations on the following cases:

- a. Case 22-03: Special Use Permit, Height Variance, and Site Plan Approval for Wind Creek Casino Parking Garage at 17400 Halsted Street**
Approved the site plan on March 24, 2022.
- b. Case 22-05: Special Use Permit for a Craft Brewery, Site Plan Approval, and Variance from Parking Lot Landscaping for 18225 Dixie Highway**
Approved the site plan with the recommendation that the sight triangles at the north aisle and south entrance at Miller Court be mitigated, and the residential properties on the south side of Miller Court are protected by a vehicular barrier at the petitioner's expense on January 13, 2022.
- c. Case 22-10: Administrative Variance for a 6' Corner Lot Fence at 1319 Elder Road**
Approved an administrative variance from Table 8.1 of Municipal Code Section 22-95(e) to allow a 6-foot tall fence in the front yard at 1319 Elder Road subject to providing a 3' setback from the Elder Road property line with landscaping approved by the Village Arborist on March 24, 2022.
- d. Case 22-15: Administrative Variance for a 6' Front Yard Fence at 1549 183rd Street**
Denied the requested administrative variance on June 9, 2022.
- e. Case 22-19: Administrative Variance for a 6' Corner Lot Fence at 18657 Cowing Court**
Approved an administrative variance from Section 44-301 of the Homewood Zoning Ordinance to permit a 6' tall privacy fence around a portion of the corner lot front yard facing 186th Place, subject to locating the fence a minimum of 3' from the property line and installing transition landscaping as approved by the Village Arborist on July 14, 2022.
- f. Case 22-23: Site Plan Review for Building Repositioning at 810 Maple Avenue**
Approved the site plan on August 11, 2022.

In 2022, the following applications for consideration by the Planning and Zoning Commission were received and withdrawn by the applicant:

- a. Case 22-17: Garage Height Variance for 17904 Park Avenue**
- b. Case 22-34: Lot Width Variance for 1325 Hickory Road**



Village of Homewood
T.R.E.E. Committee
2022 Annual Report

Landscape & Maintenance Building
18355 Pierce Avenue
Homewood, IL 60430

1. **Purpose:**

The Tree Committee provides educational outreach to residents and surrounding communities, develops stronger public relations, establishes award programs, expands and reinforces reforestation, helps develop viable resource management tools and makes recommendations on urban forest issues affecting the Village that requires action by the Village Board.

2. **Membership:**

Jason Baldauf – Chairperson
Deborah Baldauf
Maureen Guger
Carolyn Bury
Janet Hernandez
Paul Kramer
Karl Persons
Regina Zohfeld
Tony Greep
James Grubman

3. **Accomplishments:**

- A Kentucky Coffeetree was planted at Churchill School for our Arbor Day tree planting, and the Arbor Day Art Bag program was a success.
- The Arbor Day Foundation Tree City USA signs that the Tree Committee helped clean and refurbish were placed in updated locations throughout the Village, promoting the Village's dedication to our urban canopy.
- Began the process to become a Bird City Illinois community, and hope to finalize next year.
- The Poarch Creek Tribe was contacted offering a tree for the new casino as a gift welcoming the new business to the Village.
- The Green Thumb Saturday program was presented in person as well as via Zoom. We had many talented speakers, and it was well attended. The committee's first tree tour was completed as part of the program, highlighting parkway tree plantings and diversity.
- The second year of our new format for the Fall TreeShare was a success. Trees were sold and picked up by residents at the Farmer's Market, providing them with the opportunity to see and pick their own trees. The committee was able to learn and adapt from last year's event, improving the process for all involved. The event was extremely well attended, with 49 trees being sold in one weekend.



Village of Homewood
Beautification Committee
2022 Annual Report

Village Hall Board Room
Homewood, IL 60430

PURPOSE:

Homewood Beautification Committee works with Public Works to beautify the village with horticultural plantings throughout the year in areas of the village and to award citizens with Beautification Awards at the end of each summer.

MEMBERSHIP:

Arla Blocker
Karen Gallagher
Joe Sherman
Laurie Klupchak
Sean Nettle
Geraldine Piepenbrink
Charles Turman
Nakina Shanklin
Sharon Sedgwick

SCHEDULE OF MEETINGS:

HBC meets the first Tuesday of each month at 7:00 p.m. in the Village Hall Board Room.
(unless work sessions take the place of some monthly meetings)

ACCOMPLISHMENTS:**• Plant Work**

The Committee chose all plant varieties for downtown hanging flower baskets, sidewalk pots, giant pots at various downtown corners, Central Business District in-ground planters, welcome to Homewood planters and viaduct planters. The Committee planted and maintained all but the hanging baskets and viaduct planters.

• Holiday Decorations

The Committee designed and made arrangements in outdoor pots for winter/holiday decor.

• Beautification Awards/Ceremony

The Committee divided the village into 10 map areas and each member looked at every residence and business in their area, choosing 2022 Beautification Award winners. There was a formal ceremony in August. On that evening, the committee members presented the residential winners with a sign to display at their homes and thanked them for their beautification efforts.